

CP 1.3.1 Campus Security

Related Board of Trustee Policy: BP 1.3

Responsible Official	<i>President</i>
Approvals	<i>01/14/93</i>
Revision	<i>10/26/07</i>

Campus Security Procedure

All McDowell Technical Community College locations are open to faculty, staff, students, and visitors during normal operating hours. All persons, while on the premises, are expected and required to obey all federal, state, and local laws and ordinances, as well as college procedures governing appropriate conduct. Persons in violation of the above will be subject to any action deemed appropriate by competent authority.

A. Accessibility During Closed Hours:

1. Access during closed hours will be governed by the following:
 - a. Off campus locations: prior arrangements must be made and approved by the person responsible for these locations.
 - b. On campus locations: prior arrangements must be made with and approved by the Dean or director in charge of the building or facility; the security officer must be notified upon arrival on campus.
2. Student desiring access to any academic facility must be accompanied by a staff member.
3. Two people, including at least one staff member, must be present at all times when using a facility such as a shop or laboratory where potential for injury exists.

B. Distribution of Keys

1. Reference Procedure Key Control and Access

C. Criminal Activity Reporting

1. Known and suspected violations of Federal and/or North Carolina law should be reported to Campus Security.

D. Criminal Activity Off-Campus Student

1. Criminal incidents occurring off-campus to students participating in a college function should be reported to the law enforcement agency having jurisdiction. The College Safety Officer (Vice President of Finance and Administration) should be informed of any incidents as soon as possible.