

**BROOKDALE COMMUNITY COLLEGE****COLLEGE REGULATION****2.1000R****I. Title of Regulation**

College Security

**II. Objective of Regulation**

To ensure implementation of College-wide security program for the protection of personal rights and physical safety of students and staff of the College for the care, preservation and protection of College property and for the control of the conduct of those on said property.

**III. Authority**

N.J.S. 18A:6-4.2 and N.J.S. 18A:6-4.3 - Board Policy 2.1000

**IV. Regulation Statement**

Security of persons and property at Brookdale Community College is the concern of the entire College Community. To ensure such safety, the Police Department will be responsible for implementation of an effective program of College Security. Contents of this regulation will be made known to all students and staff.

**A. Organization and Functions**

The safety and protection of the College community and the property of the College are paramount and are clear objectives of the Brookdale Community College Police Department under the supervision of the Captain of the Police Department.

1. Brookdale Community College Police Officers are representatives of the College, and while on duty possess all the authority of Municipal Police Officers in criminal, traffic, and parking violations and other offenses against the law, within the limits of the Brookdale Community College campus or off-campus centers as well as on contiguous streets and highways.
2. Police Officers when on duty within the limits of the Brookdale Community College campus or off-campus centers, except while employed as an investigator, will wear in plain view a name plate and a metallic shield bearing the words "Police" and "Brookdale Community College" inscribed thereon.
3. Prior to the appointment by the Board of Trustees, as a Police Officer, the appointee(s) to the College Police Department must successfully

complete a police-training school, approved and authorized by the New Jersey Police Training Commission.

4. Each Police Officer, including the Sergeant and the Captain, will be required to undergo a physical examination on an annual basis, and a psychological examination at least once every two years. Additionally, physical and/or psychological examinations may be required at the request of the Captain and the approval of the Vice President, Administrative Services at any time they deem appropriate.
5. The functions of the Police Department will include the following:
  - a. To protect individual and College property;
  - b. To preserve order and aid in quelling any disturbance that may arise upon the premises of the College;
  - c. To uphold and enforce the laws of the Federal, State, and local government;
  - d. To maintain and effect safe movement of vehicular and pedestrian traffic and to control parking of motor vehicles.
  - e. To investigate an alleged violation of Federal, State, and local laws, and submit written reports of circumstances, participants and cited statutory violation to appropriate administrators and/or the Captain of the Police Department;
  - f. To maintain programs of life safety and assist in programs of fire safety.
  - g. To perform special assignments as requested by the Captain and/or the Vice President of Administrative Services/Treasurer.
6. Brookdale Community College Police Officers will be permitted to carry firearms in accordance with Board Policy 2.1000.
7. The Captain of Police will institute and maintain special in-service training programs for all College Police Officers.

B. Prohibited Acts

The following are expressly prohibited to any person on College property:

1. Solicitation - Engaging in business of selling on the Campus of the College or College off-campus centers. Promotional activities involving campus events must be officially approved by the Office of the Dean of Student Development.
2. Alcoholic Beverages - Possession or consumption of any kind of alcoholic beverage on the campus of the College or College off-campus

centers, unless at a function where the alcoholic beverage is officially approved. At all times being under the influence of alcoholic beverages is prohibited.

3. Controlled Dangerous Substance or Prescription Legend Drugs - Selling, possession, use, or being under the influence of any kind of drug classified as a controlled dangerous substance or prescription legend drug on the campus of the College or College off-campus centers. Students or Staff will not make available, distribute, induce or persuade another to use any drug classified as a controlled dangerous substance or prescription legend drug on any campus of the College off-campus centers.
4. Counterfeiting and Altering - Reproducing, copying, tampering with, or altering in any way, manner, shape or form, any written or record document or identification form used or maintained by the College.
5. Improper Assemblages or Conduct - Assembling in any way on the campus of the College or College off-campus centers, for the purpose of creating noise, disturbance, riot or other improper diversion. Assembling in a manner which obstructs the free movement of persons about the campus or the normal operation of the College will not be permitted. Students or Staff will not project or drop any object which will cause injury to another individual or damage College property. Student or Staff may enter a dance, social, athletic, theatrical or any other public event only with a ticket of admission when required, and must adhere to any established rules or qualifications as provided by sponsors. Persons ineligible to attend will not loiter where such events are being held.
6. Dumping and Littering - Depositing, dumping, littering or otherwise disposing of any refuse on College property except in duly designated refuse depositories.
7. Gambling - Gambling in any form on the campus of the college or College off-campus centers.
8. Access to Swimming River Reservoir - Utilizing the reservoir by gaining access through College property unless specifically authorized by the Captain of the Police Department.
9. Firearms - Possession of, carrying or using firearms, including rifles, shotguns, and pistols, ammunition, explosives, or other dangerous weapons, instruments, or substances in or on College premises, or at functions sponsored by the College, except as hereinafter provided for law enforcement officers.
  - a. Students of the College who are law enforcement officers will not be allowed, while in civilian clothes, to carry firearms on their person on campus.

- b. Students of the College who are law enforcement officers will not be allowed, while in uniform, to carry firearms on their person on campus, except as authorized by the President of the College or his designee.
- 10. Misrepresentation - Misrepresentation of oneself or of an organization to be an agent of the College.
- 11. Fires - Setting fires on College property unless specifically authorized by the Captain of the Police Department or College Fire Marshall.
- 12. Any other violation of any Federal, State or Local laws or applicable College Policies, Regulations, or Procedures.
- 13. Theft of, or non-accidental damage to, College property, or property in possession of, or owned by, a member of the College Community.
- 14. Reckless or dangerous conduct posing an obvious threat to property, life, or limb.

C. Limited But Not Prohibited Acts

- 1. Buildings - Procedures will be posted for access to and/or use of the College buildings or property to students and staff. Adherence to these procedures is considered essential to the conduct of affairs in the management and protection of property of the College.
- 2. Property Removal - Students or staff may remove specifically designated College-owned property from the campus of the College or College off-campus centers only with proper authorization. Such property will include equipment, books, films, documents, maps, charts, shrubs, plant material, tools, vehicles, or any other item.
- 3. Signs - Bulletin Board areas have been assigned for use by students in all College locations. With the exception of such bulletin boards, students will erect or display signs and bulletins on the campus only with the approval of the Dean of Student Development. No person will deface, alter, tamper with, destroy or remove any sign on College property.
- 4. Smoking - Students or staff may smoke only in private offices, conference rooms and other areas as designated by the College Fire Marshall and approved by the Captain of the Police Department.
- 5. Telephoning - Students may use a College telephone, or controlled telephone, only with the approval of the supervisor in whose responsibility the telephone is assigned. In the absence of the supervisor, approval must be sought from the Captain or designee.

V. Responsibility for Implementation

The Vice President of Administrative Services/Treasurer

Approved: President  
3/29/73  
Revised: 3/12/76  
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