

BROOKDALE COMMUNITY COLLEGE COLLEGE REGULATION

2.1000R College Security

I. Title of Regulation

2.1000R 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, while meeting all obligations for disclosure and reporting of security as required by Higher Education Opportunity Act of 2008.

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 all locations of 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 Chief 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, and when called upon to back up external police agencies.

2. Police Officers when on duty, 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 administrative officers (Lieutenant, Captain, Chief), 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 Chief and the approval of the Associate Vice President for Human Resources and Organizational Safety 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; and to meet the College's obligation to disclose information as required under the Higher Education Opportunity Act of 2008.
- 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 Chief 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 Chief and/or the Associate Vice President for Human Resources and Organizational Safety.

6. Brookdale Community College Police Officers will be permitted to carry firearms in accordance with Board Policy 2.1000.

7. The Chief 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 College property. Promotional activities involving campus events must be officially approved by the Office of the Vice President for Student Success.
2. Alcoholic Beverages – Possession or consumption of any kind of alcoholic beverage on College property or at College-sponsored events, 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 College property or at College-sponsored events. 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 College property or at College-sponsored events.

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 College property or at College-sponsored events, 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. Carrying of open flames is prohibited when on College property or at College-sponsored events. 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 or leaflets on College property except in duly designated refuse depositories.

7. Gambling – Gambling in any form on College property or at College-sponsored events.

8. Access to Swimming River Reservoir – Utilizing the reservoir by gaining access through College property unless specifically authorized by the Chief 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 Chief 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 Vice President for Student Success. No person will deface, alter, tamper with, destroy, or remove any sign on College property.

4. 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 Chief or designee.

D. Unattended Minors

1. Minors under the age of 18 are not allowed on Brookdale Community College premises unless under the immediate supervision of an adult or for legitimate college business.

2. Minors are never to be left unsupervised and are prohibited from being left unattended at all Brookdale locations, including but not limited to buildings, grounds, and parking lots.
3. Parents, guardians, and/or adult registered students are required to accompany minors and will be held responsible for their guests' behaviors in accordance with College policies.
4. On an emergency basis only, it is the prerogative of faculty to permit minors of enrolled students admission to regular classes. However, admission of minors to all laboratory settings is prohibited for safety reasons.

V. Responsibility for Implementation

Associate Vice President for Human Resources and Organizational Safety

Approved: President 3/29/1973

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