

AP 7600 Campus Safety Officers

Reference:

Education Code Sections 72330.5 et seq.;
Government Code Sections 3300 et seq.;
Penal Code Sections 832 et seq.;
Title 5 Sections 51028, 51100, and 59700 et seq.

1.0 Campus Safety Principles and Community-Oriented Safety Philosophy

- 1.1 The Campus Safety Departments will apply community-oriented safety principles, problem solving techniques, and other appropriate methods to foster a safe and inclusive educational environment for students, faculty, staff, and visitors. The Campus Safety Department's goal is to provide the safest possible environment within the scope of the authority, training, and job duties of its personnel.
- 1.2 "Community-oriented safety principles" means a philosophy that combines traditional aspects of security enforcement with prevention measures, problem-solving, community engagement, and appropriate community and campus partnerships.
- 1.3 To contribute to student success in a supportive and safe environment, the Campus Safety Departments provide a variety of services and resources, such as escort services, safety awareness training and materials, traffic control, welcoming and visible presence on campus, safety patrols, and referrals to campus and community resources.

2.0 Campus Safety Departments

- 2.1 "Campus Safety Officer" means an employee of Cypress College, Fullerton College, North Orange Continuing Education, or NOCCCD with the title of Campus Safety Officer, Campus Safety Officer II, Reserve Campus Safety Officer, Facilities Security Officer, Campus Safety Officer Coordinator, Director of Campus Safety, or District Director, Campus Safety.
- 2.2 The District requires that in the hiring, retention, and promotion of Campus Safety Officers that officers demonstrate a commitment to public safety with a "guardian" rather than a "warrior" mindset. Campus Safety Officers must adhere to community-oriented safety principles and evidence-based practices as defined in the California Code of Regulations (Title 5 Section 59703).
- 2.3 The objectives of the Campus Safety Departments are to promote a safe and secure environment for the District's students, employees, and visitors; to provide for the protection of District property against theft and vandalism; and to increase safety awareness through appropriate crime prevention and security programs.

3.0 Campus Safety Officers

- 3.1 General Authority and Role of Safety Officers

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- 3.1.1 Campus Safety Officers are non-sworn and unarmed. Their primary role, within the limits of the law and the authority granted by the Board of Trustees, is to protect the persons and property of the District, primarily through prevention, de-escalation, presence, observation and reporting. Other authorized functions may include monitoring safety standards established by the District, issuing parking citations on District premises pursuant to Section 21113(a) of the California Vehicle Code, enforcing District rules and regulations, monitoring facility access control, and providing assistance with special events, and providing other general security functions.
- 3.1.2 Campus Safety Officers are not peace officers and thus are not empowered with police authority to enforce laws. No Campus Safety Officers shall impersonate a police officer, Sheriff Deputy, School Police Officer, law enforcement official, or use a title, wear a uniform or badge other than those issued by the District, use an insignia or identification, or make any statement with the intent to give an impression that the Campus Safety Officer is acting as a sworn a officer when on duty for NOCCCD.
- 3.1.3 Campus Safety Officers shall at all times be courteous, unbiased, and civil in accordance with NOCCCD Administrative Procedure 3050, Institutional Code of Ethics. Campus Safety Officers will act and serve with cultural intelligence and professionalism at all times.
- 3.1.4 During situations that require an emergency response (e.g. active shooter), Campus Safety Officers are expected to follow personal protection tactics as well as established training, policies, and procedures. This may include collaboration with District administration and local law enforcement as needed.
- 3.1.5 Campus Safety Officers are employees of the District. Periodically there may be a need for mutual aid and they may be assigned to perform their duties at a different campus per any current collective bargaining agreement.
- 3.1.6 Campus Safety Officers must uphold campus safety standards throughout the student conduct and discipline process, including all applicable Board Policies and Administrative Procedures.
- 3.1.7 The District requires Campus Safety Officers to attend and participate in campus activities not involving a “security response” or other formal safety-related activities, such as participating in student events when invited, in town halls, convocations, and other similar events where informal or social interactions with other campus stakeholders is possible. (Title 5 Section 59703)

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3.2 Authority to Question, Detain, and Search Persons

District safety officers may question and request identification of persons on District property when there is cause to do so with respect to suspicious circumstances involving persons, accidents, assaults or complaints.

3.2.1 Campus Safety Officers may conduct a consensual encounter to question and request identification of persons on District property when cause to do so exists with respect to suspicious circumstances involving persons, accidents, assaults, or complaints.

3.2.2 Campus Safety Officers have the authority to question and request identification of students when necessary (Board Policy 5500, Standards of Student Conduct and Discipline) to investigate administrative violations of Board Policy. The authority to question does not give officers the authority to use force to detain an individual for violating a Board Policy that would not rise to the level of a crime or public offense. Officers shall use other means to identify the student and complete an incident report for violating the Board Policy 5500, Standards of Student Conduct and Discipline.

3.2.3 Campus Safety Officers are authorized to assist a bookstore or library employee, pursuant to Section 490.5 of the California Penal Code, to detain a person for a reasonable period of time for the purpose of conducting an investigation in a reasonable manner. The detention may occur only when there is cause to believe the person detained is attempting to unlawfully take or has unlawfully taken merchandise from a bookstore or other retail facility on District property. Campus Safety Officers may also assist a bookstore or library employee if there is cause to believe that a person is attempting to unlawfully remove or has unlawfully removed books or library materials from the premises of a library facility on District property.

3.2.4 Except as provided in sections 3.2.4.1 and 3.2.4.2 below, Campus Safety Officers are not authorized to conduct searches of persons, property, or vehicles.

3.2.4.1 Campus Safety Officers may conduct, pursuant to Section 490.5 of the California Penal Code, a limited and reasonable search where there is cause to believe that a person is attempting to unlawfully take or has unlawfully taken merchandise from a bookstore or other retail facility on District property, or where there is cause to believe that a person is attempting to unlawfully remove or has unlawfully removed books or library materials from the premises of a library facility on District property.

Campus Safety Officers should always request consent prior to assisting bookstore or library employees with the searching of packages, shopping bags, handbags, or other property in the immediate possession of the person detained, but not including any clothing worn by the person, may be searched.

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- 3.2.4.2 Campus Safety Officers may pat down (as defined as running their hand down the outer garment of an individual) when there are articulable facts that would indicate that the individual detained may have weapons. The pat-down is limited to accessible weapons that could harm the Campus Safety Officer or others.

3.3 Authority to Make a Private Person's Arrests

- 3.3.1 Campus Safety Officers are authorized, but not required, to affect a private person's arrest on District property pursuant to Section 837 of the California Penal Code, within the limits of established District procedure:

- 3.3.1.1 Campus Safety Officers are authorized but not required to make a private person's arrest where a public offense has been committed or attempted in the officer's presence on District property and the arrest is reasonably necessary to defend or regain District property or to defend the officer or others from bodily harm.

- 3.3.1.2 A Campus Safety Officer is authorized to make a private person's arrest where a public offense has been committed on District property in the presence of the officer, and the officer reasonably believes the person arrested committed the offense.

3.4 Authorized Use of Force

- 3.4.1 Campus Safety Officers are authorized to use the least amount of objectively reasonable force to accomplish the lawful and authorized security objectives of the District.

- 3.4.2 Campus Safety Officers will use other reasonable means to gain compliance before resorting to force including: the physical presence of the Officer, verbal commands, critical decision-making, tactical deployment, gesturing, request for additional personnel, and/or de-escalation techniques.

- 3.4.3 Where control of a situation cannot be accomplished through these methods, Campus Safety Officers are authorized to use intermediate levels of force, defined as follows:

- 3.4.3.1 Intermediate force is calculated to control or overcome resistance with no expectation of great bodily injury or death, but with some possibility of injury and includes physical control tactics such as holding, pulling, pushing, and the application of handcuffs.

- 3.4.3.2 Pepper spray or similar products authorized by the District will not be used at any time except as a defense measure when there is a threat of personal injury to the Campus Safety Officer or others.

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3.4.3.3 Campus Safety Officers are not authorized to use physical force (beyond intermediate force described in 3.4.3.1) unless there are articulable facts to indicate an immediate threat of physical harm to the Officer or others.

3.4.3.4 Campus Safety Officers maintain the right to self-defense.

3.4.3.5 If a Campus Safety Officer observes another Campus Safety Officer using what fits the definition of excessive force, as described in section 3.4.3.3, they shall verbally or physically intervene. The incident shall be reported to a supervisor as soon as practicable.

3.5 Authorization to Engage in Pursuits

3.5.1 The primary responsibility of Campus Safety Officers is to observe and report information to local law enforcement when a fleeing suspect is observed leaving the scene. Campus Safety Officers should make observations from a safe distance and immediately notify local law enforcement.

3.5.2 Campus Safety Officers are authorized but not required to engage in foot or bicycle pursuits on District property to regain District property. All pursuit shall end if the suspect exits District property. Campus Safety Officers shall not engage in foot or bicycle pursuits that may cause injury to themselves or others.

3.6 Authorization Regarding Traffic and Parking Violations

3.6.1 Campus Safety Officers have the responsibility to observe and report moving traffic violations on District property, but are not authorized to make traffic stops. Violators will be identified via license plate and/or parking permit and will be referred to the appropriate campus administrator via memorandum or incident report. Violators should not be confronted or blocked to obtain any compliance.

3.6.2 Campus Safety Officers may be authorized to issue parking citations on District premises for violations of parking regulations established by the District.

4.0 Equipment

4.1 Only District issued and approved equipment shall be carried or used by Campus Safety Officers while on duty. This includes uniform wear, both mandatory and optional. Campus Safety Officers may only carry authorized equipment, subject to satisfactory completion of appropriate training and certification in the use of such equipment as specified by the District and state law. Equipment issued to Campus Safety Officers shall not be removed from District property without authorization.

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- 4.2 Campus Safety Officers are expressly prohibited from carrying or using any deadly weapon on District property or in the performance of their duties. Deadly weapons include, but are not limited to, firearms, knives, batons, any razor with an unguarded blade, any pipe or bar used or intended to be used as a club, and those items listed in Section 12020(a)(1) of the California Penal Code. Flashlights are provided for illumination only and shall not be used as a weapon.

5.0 Patrolling

- 5.1 Campus Safety Officers will employ community-oriented security strategies, which shall include the use of foot, bicycle and vehicle patrols. Campus Safety Officers will not patrol or respond to calls outside designated District property and/or established campus patrol boundaries.
- 5.2 The provisions of the state traffic laws and municipal traffic ordinances applicable to the drivers of vehicles upon the highways shall apply to the operation of all vehicles operated by Campus Safety Officers in the performance of their duties.
- 5.3 Use of campus safety vehicles are restricted to licensed department drivers. The vehicles are for official District business. There shall be no unapproved transportation of individuals or unapproved ride-along. Driving or patrolling shall be done in a safe manner for conditions. Consideration of conditions includes the presence of pedestrians, heavy vehicular traffic, weather and road conditions and visibility. Campus Safety Officers shall follow all standard operating procedures and obey all traffic rules.
- 5.4 Campus Safety Officers shall immediately report any accident to their immediate management supervisor. All facts associated with the accident shall be included in an incident report. Witnesses to the accident shall be interviewed and that information included in the incident report. For accidents on a public street, the local police department shall be requested to make an accident report.

6.0 Training and Adherence to Policies and Procedures

- 6.1 Campus Safety Officers shall, as a condition of employment, satisfactorily complete and maintain appropriate regular training and certification related to the conduct and methods of community-oriented safety, anti-bias, cultural responsibility, conflict avoidance, and de-escalation as specified by the District policies and procedures, as well as state laws and regulations.
- 6.2 Adherence to District policies and procedures governing the conduct of Campus Safety Officers is considered a condition of employment. Any violation of, deviation from, or abuse of these policies, procedures or regulations may result in disciplinary action, including termination.

7.0 Report Regarding Complaints

- 7.1 The NOCCCD District Director, Campus Safety shall provide the Chancellor and/or Board of Trustees, when requested, with a report regarding complaints against

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Campus Safety Officers. This report must disaggregate the complainants by race, gender, religion, or any other characteristic identified.

8.0 Public Safety Data

- 8.1 The NOCCCD District Director, Campus Safety shall receive and compile security data metrics, including key performance indicators, track data related to consensual encounters traffic stops and other officer-initiated contacts from the campuses; and (Title 5 Section 59703)
- 8.2 Each campus shall conduct stakeholder climate surveys focused on campus public safety services. (Title 5 Section 59703)
- 8.3 The NOCCCD District Director, Campus Safety will establish a process to solicit responses regarding the individual's perception of the interaction and the District's public safety practices, via an accessible method for all individuals to provide responses. Such responses shall be permitted to be anonymous. (Title 5 Section 59702)
- 8.4 The NOCCCD District Director, Campus Safety shall provide to the NOCCCD Public Safety Advisory Committee an aggregated summary or otherwise anonymized version of the responses received. Retaliation against any responder, including the use of a response in a disciplinary proceeding against the responder, is prohibited. This process is separate from any disciplinary or personnel proceeding, and information, data, and records developed under this process shall not be maintained in any personnel file. (Title 5 Section 59702)

9.0 Standard Operational Procedures

- 9.1 The NOCCCD District Director, Campus Safety, in consultation with the campus safety departments, shall establish written standard operational procedures consistent with these procedures, which shall be approved by the Chancellor.

10.0 Change in Procedures

- 10.1 Any change in approved procedures must be authorized by the Chancellor.

See Board Policy 7600, Campus Safety Officers.

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