


# PROCEDURE

<b>Subject</b>	<b>Security on Campus</b>	<b>Number:</b> 5.21.01
<b>Source</b>	Vice President, Finance and Administrative Services	<b>Reference (Rule#)</b> 6HX14-5.21
<b>President's Approval/Date:</b>	 8/10/2017	

**Purpose:**

State College of Florida, Manatee-Sarasota holds the highest standard for the safety and security of its students, faculty, staff and visitors. The College, through its President and his/her designees, shall endeavor to create and maintain a high level of security all throughout its campus system. Behavior will not be tolerated that places any of the College's students, faculty, staff, or invitees in any degree of danger. All incidents of accidents or suspicious activities shall be investigated and conditions supporting such incidents shall be reduced or eliminated.

**Policy:**

It shall be the responsibility of the Manager of Public Safety to create and maintain a well qualified department of security professionals who are dedicated to bringing to the College superior security / safety performance. This staff shall place the safety and security of SCF's students, faculty, staff and invitees at the forefront of their attention. They shall be equipped with the training and tools to properly perform their jobs 24 hours a day, 7 days a week and 365 days a year. In doing so, the following shall occur:

- The-Manager of Public Safety, through the authority of the President, shall take full responsibility for the actions of his/her staff.
- All Public Safety personnel will receive training consistent with Federal, State, and Department of Education rules and regulations.
- Public Safety will at regular intervals check Campus lighting, landscaping, buildings, facilities, parking areas and environs to reduce and eliminate unsafe conditions.
- Public Safety will respond to any and all calls of help, regardless of origin or location on campus, in a timely manner without placing themselves or others on campus in jeopardy.
- All Public Safety personnel shall be trained in first aid, CPR, and proper operation of campus Automatic External Defibrillators (AED) to assist in emergencies.
- Public Safety personnel shall be trained to make appropriate decisions concerning the need to call in additional County emergency personnel.

- Public Safety personnel shall be trained and participate in the investigation of any incidents, regardless of severity, and shall record such incidents including all possible details in a system consistent with College procedures.
- Manager of Public Safety along with the Director of Facilities Management & Public Safety shall endeavor to identify conditions on campus, within buildings and surrounding the Campus that may, if left unattended, lead to injury, damage to College property, loss of College resources or even death.
- Such risk of exposure shall be reduced, eliminated or transferred to others.
- The Manager of Public Safety or his/her designee shall regularly attend seminars to refresh their knowledge and training as respects College security.
- Public Safety shall enforce all College rules and regulations and recommend to the President or his/her designee disciplinary action for anyone who fails to comply.
- The Critical Incident Management Team shall make decisions on what security resources will be necessary and will implement a program to address any incident or emergency facing the College whether isolated or widespread and including catastrophic weather conditions.