

Board of Trustees of the Nebraska State Colleges

Facilities

POLICY
NAME: Campus Access and Security

POLICY
NUMBER: 8040

A. PURPOSE

To outline the parameters of public access to College property, identify banned weapons, and delegate responsibility to the Presidents for the security of College property.

B. DEFINITIONS

1. **College Property:** Buildings, grounds, and parking lots owned or leased by the College or Board of Trustees.
2. **Weapon:** Any instrument, article or substance designed, used or intended to be used to cause bodily harm or property damage. Weapons include, but are not limited to the following items: firearms, including rifles, shotguns, handguns, air rifles, paint ball guns, or imitation firearms that could be confused with actual firearms; ammunition used with firearms; knives with a blade longer than (4) four inches; explosives (including fireworks); swords, nunchucks, throwing stars and other martial arts weapons: bows and arrows of all types; tasers or stun guns.

C. POLICY

1. **Security Operation**

The President shall have general control and responsibility for the security of the College and College property. This responsibility and authority shall include the authority to:

- Designate individual(s) who shall have responsibility and authority for the immediate supervision, management and control of College property;
- Prohibit or otherwise restrict access, occupation or possession of College property; and
- Contract with private security companies or public law enforcement agencies for the provision of security services.

2. Campus Access

2.1. General Public

The Colleges, as state institutions, may be visited by the general public under certain conditions and subject to compliance with College policies and rules related to their conduct on College property. Not all College property is open to the general public. Restricted areas which are not open to the general public include, but are not limited to, the following:

- Classrooms, laboratories and storage areas;
- Faculty and staff offices;
- Mechanical, maintenance, custodial and other operations space;
- Student residence halls; and
- Locked College buildings during posted “closed” hours.

2.2 Restricting Access

Any person who poses an unreasonable risk to the safety and security of persons or property on campus; threatens to interfere with persons, property or the orderly operation of the College; who violates college policies or rules; has previously been issued a notice of trespass, or who has damaged property on campus has no right to be on College property and may be subject to the following consequences:

- The President or other authorized College employee may require the person to leave the College property. The person may be issued a written notice of trespass as provided in Section 3 of this policy.
- The person may be reported to law enforcement and be subject to criminal prosecutions.
- The College may initiate or authorize administrative, civil and/or criminal prosecution of persons or entities who violate any directive, policy or other regulation governing the use, occupancy or possession of the College property.

2.3 Reporting Required

In the event a person is required to leave College property, the authorized employee requiring the person to leave shall, as soon as reasonably possible, submit a written report to the President, or their designee, which shall contain the following:

- Description of person required to leave, including the person's name, address and telephone number, if known;
- Names and contact information of any witnesses, if known; and A Statement of the facts describing the incident.

3. Notice of Trespass

The Colleges may ban any person from College property, either specified portions of College property or the College property in its entirety, by issuing a

written Notice of Trespass. The College shall keep a record of all trespass notices issued.

3.1. Trespass Violation

Violation of a trespass notice will be deemed to constitute trespassing on College property, and the person may be cited and subject to prosecution for criminal trespass in violation of Neb. Rev. Stat. §28-520 or §28-521.

3.2. Trespass Appeal

Any person who has been issued a trespass notice may submit a written request to the President for withdrawal of the ban. The President may withdraw the trespass notice in writing if they determine the presence of the person will no longer disrupt the orderly operation of the campus, its programs, or pose an unreasonable risk to the safety and security of persons or property on campus.

4. Weapons on College Property

Weapons are not permitted on College property, regardless of whether the person is licensed to carry a weapon, unless otherwise permitted within section 4.2 of this policy.

4.1. Violations

Any person found to possess a weapon or cause a weapon to be on College property may be subject to the following consequences:

- The person may be reported to law enforcement and be subject to criminal prosecution.
- The person may be subject to a notice of trespass as set forth in section 3 of this policy.
- An employee in violation of this policy may be subject to disciplinary actions up to and including termination of employment.
- A student in violation of this policy may be subject to conduct proceedings pursuant to Policy 3100.

4.2. Exceptions

- Certified law enforcement officers employed or contracted by the College to provide security or policing services, or on duty licensed law enforcement officers of the city or state, are allowed to carry a weapon on college property.
- Contracted vendors are allowed to possess, handle and discharge fireworks on college property.
- The Colleges may permit the use of a black powder cannon discharge at athletic events by trained individuals with approval of the President.

- Imitation weapons may be used for school instruction and for extracurricular events, if authorized by the President.
- Student activities organized by Registered Student Organizations or approved courses of the College involving use of a weapon such as a shooting range, trap shoot area, or archery target use must have approval of the President. All firearms, when not used for the activity, must be stored in a secure location not on College property. When not in use for the approved activity, archery equipment may be stored in a location secured by the College on College property.
- Knives longer than (4) four inches are acceptable when used by the college food service operation for the preparation and serving of food.

FORMS/APPENDICES:

None

SOURCE:

Legal Reference:	Neb. Rev. Stat. 85-306	State colleges; president; duties.
	Neb. Rev. Stat. 85-314	Board of trustees; rules and regulations.
	Neb. Rev. Stat. 28-520	Criminal trespass, first degree; penalty.
	Neb. Rev. Stat. 28-521	Criminal trespass, second degree; penalty.

Policy Adopted: March 1994

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