



PIEDMONT TECHNICAL COLLEGE

PROCEDURE

PROCEDURE NUMBER: 4-8-1010.2

PAGE: 1 of 3

TITLE: Campus Control

**RELATED POLICY
AND PROCEDURES:** 4-8-1010 Campus Safety and Security

**DIVISION OF
RESPONSIBILITY:** Administrative

June 26, 2013

Date Approved by President

Date of Last Review

Date of Last Revision

Administrative Responsibilities

It is the overall responsibility of the Facilities Management Director with the assistance of the Campus Police and Security Director to review and revise the procedure.

Procedure

A. Procedural Responsibilities

1. The Campus Police and Security Director is responsible for implementing and supervising the management of this procedure.
2. The Associate Facilities Engineer is responsible for the maintenance requirements associated with this procedure.

B. Excessive Noise

1. Excessive noise, of such a nature as to be disruptive to the campus environment, may result in a citation, when the noise being generated causes a complaint by the occupants of the campus and/or is found to be of a disruptive type or volume by the officer issuing the citation.
2. The noise can be generated vocally, with equipment such as music devices, drumming on items, or created by vehicles.



PIEDMONT TECHNICAL COLLEGE

PROCEDURE

PROCEDURE NUMBER: 4-8-1010.2

PAGE: 2 of 3

C. Appearance of Campuses

It is imperative that all campuses be kept in a neat and clean condition. To avoid littering on a campus, a person observed depositing materials and/or trash on the campus property is subject to a citation issued by the officer observing the act.

D. Defacing Property

Any person found applying or having applied graffiti to property of the College is issued a citation by a Campus Police and Security Officer.

E. Disruptive Behavior

Disruptive behavior, including the use of profane/abusive language, is not tolerated at Piedmont Technical College. An officer answering a complaint and/or observing such disruptive behavior can issue the offender a citation

F. Emergency Communications System

1. The College depends upon its emergency communications system (ECS) to provide for a safe and secure community. It is critical that this system is available for access during emergencies.
2. Anyone detected using the emergency system for a joke or prank can be issued a citation. This will also apply to pulling a fire alarm pull station for a prank or a joke.

G. Identification

1. All employees and students are required to wear their PTC photo identification on their person at all times while on campus. The ID will be visibly worn on the front portion of the body located between the shoulder and the waist of the individual.
2. The Campus Police and Security Department is authorized to ask for identification from any suspicious person who appears to be out of place on the campus by appearance and actions. Individuals refusing to identify themselves will be requested to leave the campus. When necessary, officers will be instructed to use the radio and ask for assistance to ensure that situations do not get out of control.



PIEDMONT TECHNICAL COLLEGE

PROCEDURE

PROCEDURE NUMBER: 4-8-1010.2

PAGE: 3 of 3

H. Arrest Procedures

Campus Police and Security Officers have the authority to affect an arrest if it is necessary for the safety and security of the campus.

I. Uniform Traffic Citations

Uniform Traffic Citations (Traffic Tickets) can be issued or Criminal Charges may be brought by any Law Enforcement Officers, or Campus Police and Security Officers of the College acting within their jurisdictions for serious criminal activity.

J. Campus Control Violations

1. Citations are issued for the following College Campus control violations.
2. Under the code of “other”, will be citations in the following amounts for:
 - a. Noise Violations \$35
 - b. Litter Violations \$25
 - c. ECS. Violations \$35
 - d. Disruptive Behavior (Profane Lang.) \$35
 - e. Graffiti on campus property \$50 and subject to restitution for damages and repairs
 - f. Tobacco Use \$25.00
3. Refer to 4-8-1020.1 Traffic and Parking Management Procedure, section E. Parking and Traffic Violations for procedures on citation.

K. Procedures for Managing Emergency Situations

The Campus Police and Security Department plays a key role in protecting the campus and its occupants during emergency or crisis situations. Such situations include natural acts and those which may be created by the actions of persons. A Comprehensive Emergency Operations Plan (CEOP) has been developed for the purpose of articulating specific procedures to be observed, as circumstances require. The CEOP is located on the Campus Police and Security webpage and Procedure 4-8-1010.3.