



ADMINISTRATIVE **PROCEDURE**

7600

DESERT COMMUNITY COLLEGE DISTRICT

COLLEGE SECURITY

Campus Security Officers

Security officers' duties include, but are not limited to, the primary use of de-escalation techniques in protecting persons or property, preventing the theft of District property, and reporting any unlawful activity to the District and local law enforcement. The District requires in the hiring, retention, and promotion of campus security officers that officers demonstrate a commitment to policing with a "guardian" rather than a "warrior" mindset. Campus security officers must adhere to community security principles and evidence-based policing practices as defined in the California Code of Regulations.

The campus security officers shall cooperate with local law enforcement in accordance with an agreement to be entered into in accordance with the requirements of Education Code Section 67381. The agreement shall address, but not be limited to, the following:

- Operational responsibilities for investigations of the following violent crimes: willful homicide, forcible rape, robbery, aggravated assault,
- Geographical boundaries of the operational responsibilities, and
- Mutual aid procedures.

Every campus security officer employed or continuing in employment shall meet the requirements set out in Education Code Section 72330.5, including but not limited to:

- Completion of the latest course of training developed by the Bureau of Security and Investigative Services of the Department of Consumer Affairs,
- Submission of two copies of his/her/their fingerprints which shall be forwarded to the Department of Justice and Federal Bureau of Investigation;
- A determination that the employee is not a person prohibited from employment by a California community college district, and,
- If the employee is required to carry a firearm, is not a person prohibited from possessing a firearm.

Members of campus security shall be employed as members of the classified service of the District. The employment of campus public safety personnel will be subject to the equal employment opportunity regulations.

Campus security officers must participate in regular training related to the conduct and methods of community policing, anti-bias, cultural responsibility, conflict avoidance, and de-escalation. Campus security officers shall receive community college specific training as required by the law. If an officer is required to carry a firearm, he/she/they shall also satisfy the requirements found in the Penal Code and any other legal requirements.

The District must provide campus security officers routine mental health services and prompt referral to crisis counseling following any critical incident.

Salaries for campus security officers shall be established after appropriate negotiations with their exclusive representative. If no such unit is established, salaries shall be recommended by the Superintendent/President.

The Vice President, Human Resources and Employee Relations shall issue such other procedures as may be necessary for the administration of the campus security officers, which may include:

- Schedules and shifts,
- Call back procedures,
- Use of vehicles,
- Weapons practices, especially drawing weapons,
- Pursuit practices,
- Discipline procedures,
- Training,
- Use of Force, and
- Responsibilities to coordinate with local law enforcement.

Report Regarding Complaints

The Superintendent/President shall provide the Board of Trustees, when requested, with a report regarding complaints against campus security officers. This report must disaggregate the complainants by race, gender, religion, or any other characteristic identified by the Board of Trustees.

Campus Security and Student Success

Campus security officers are required to offer contact information to individuals who are stopped or otherwise subject to a security officer-initiated interaction, except where doing so would pose a safety risk.

The District encourages individuals who have interacted with campus public safety personnel to submit to the District a response related to the interaction. The Superintendent/President 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. The Superintendent/President shall provide to the Advisory Board 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.

The District requires campus security officers to attend and participate in campus activities not involving a “police response” or other formal public 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.

Public Safety Data

The Superintendent/President shall record security data metrics, including key performance indicators, track data related to traffic stops and other officer-initiated contacts; and conduct stakeholder climate surveys focused on campus public safety services. The Superintendent/President will establish a process to solicit responses regarding 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. The Superintendent/President shall provide to the Advisory Board an aggregated summary or otherwise anonymized version of the responses received. Retaliation against any response, 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, an information, data, and records developed under this process shall not be maintained in any personnel file.

Reference: Education Code Section 72330.5; Penal Code Sections 832 et seq.; Title 5 Sections 51028, 51100, 51102, and 59700 et seq.

Administrator: Vice President Human Resources

Executive Cabinet Review/Approval: February 6, 2024

College Planning Council Review/Approval, 1st Reading: February 23, 2024

College Planning Council Review/Approval, 2nd Reading: March 8, 2024

Board Meeting/Information Item: April 19, 2024

Next Review: May 2029