



Title  <b>Campus Safety Policy</b>	Number <b>504</b>	Page <b>1 of 2</b>
	Date <b>12/1/2017</b>	

### PURPOSE

It is the purpose of this Policy that each member institution of the Vermont State Colleges (VSC) adopt and maintain sufficient policies and procedures to ensure that college buildings, grounds, facilities, and equipment are safe for students, employees, and visitors.

### SCOPE

This policy applies to all VSC member institutions. Public Safety Directors, Deans of Students, Facilities Managers and Deans of Administration are all responsible for implementing this policy.

### STATEMENT OF POLICY

The mission of the VSC is to provide affordable, high-quality, student centered, accessible education for the benefit of Vermont. In order to accomplish this mission, the member institutions of the VSC must be reasonably safe and secure and free from crime, violence, and hazardous conditions. While no policy can ensure absolute campus safety, each member institution shall establish procedures for identifying, assessing and remedying safety concerns, and for providing regular and ongoing trainings.

### POLICIES AND PROCEDURES

A. Each VSC member institution and the Office of the Chancellor shall adopt and implement policies and procedures to ensure that the buildings, grounds, facilities, and equipment are reasonably safe and secure. Further, each member institution shall provide table-top and on-the-ground training at least annually as may be necessary for the effective implementation of these policies and procedures.

B. The policies and procedures shall address, at minimum:

1. Student, employee, and visitor safety including electronic access control, security cameras, campus lighting, panic alarms, and emergency phones;
2. Security of property, facilities, and equipment;

3. Hazardous conditions;
4. Emergency procedures including emergency notification systems and formal agreements with local and state law enforcement authorities;
5. Training and/or drilling of employees and students; and
6. Recordkeeping.

CHANCELLOR’S MODEL POLICIES AND PROCEDURES

The Chancellor shall develop and, with input from the member institutions, update from time to time model policies and procedures for use by the member institutions.

REPORTING

In addition to the annual reporting required under the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, each VSC member institution shall prepare an annual report detailing for the previous calendar year the number of Clery-reportable offenses, employment- and student-related accidents, VOSHA citations, and any other regulatory agency’s safety citations. The report shall be prepared on a form developed by the Chancellor and shall be presented to the VSC Board of Trustees or to a specific committee of the Board, at the Chair of the Board’s discretion.

Relevant Legal Authorities

- 20 U.S.C. §1092(f); Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act
- 34 C.F.R. §668.46; Clery Act regulations

Signed by:  _____
Jeb Spaulding, Chancellor

Date	Version	Revision	Approved By
12/1/17	1.0	Adopted	VSC Board of Trustees