

5.41 Security Cameras (Reaffirmed 5/24/22)

- A. Security cameras are utilized on campus to enhance personal safety, meet national testing requirements, protect property and resources, and investigate criminal activity. Security cameras will be placed in public areas such as hallways, stairwells, campus and building entrances, parking lots and common areas and in areas containing high value inventory such as laboratories and the Bookstore. Security cameras will also be placed in the Testing Center. Information obtained from the security cameras shall be used for law, policy, and/or Code of Conduct enforcement, including, where appropriate, College judicial functions.
- B. College and security service provider personnel are prohibited from using or disseminating information acquired from College-authorized security cameras except for official purposes. All information and/or observations made in the use of College-authorized security cameras are considered confidential and can only be used for official College and law enforcement purposes.
- C. All recording or monitoring of activities of individuals or groups by College-authorized security cameras will be conducted in a manner consistent with College policies and State and Federal laws and monitoring of individuals or groups based on the subjects' personal characteristics, including gender, ethnicity, sexual orientation, disability, or other protected characteristics is prohibited. Furthermore, all recording or monitoring will be conducted in a professional, ethical, and legal manner.
- D. The College shall develop and implement Acceptable Use Guidelines and procedures to ensure responsible use of the security cameras. The Administration and Policy Review Committee shall review the Acceptable Use Guidelines and procedures annually and shall promptly inform the Board of Trustees in the event of any significant changes to the guidelines not mandated by State or Federal law.
- E. From time to time, an individual security camera and/or the entire security camera system may be out of service due to planned or unplanned system availability.
- F. Breaches of this policy and misuse of video information contained within the security camera system may result in disciplinary action, up to and including termination.