



Book	Siskiyou Joint Community College District Administrative Procedures
Section	Chapter 3: General Institution
Title	Campus Security and Access
Code	AP 3501
Status	Active
Legal	ACCJC Accreditation Standard III.B.1 34 Code of Federal Regulations Section 668.46(b)(3)
Cross References	Board Policy 3501
Adopted	September 11, 2012
Last Revised	May 22, 2022
Prior Revised Dates	10/13/2015, 03/28/2017
Origin	Vice President, Administrative Services/Vice President, Student Services
Office	Administrative Services/Student Life

During business hours, the District, excluding housing facilities, will be open to students, parents, employees, contractors, guests, and invitees. During non-business hours, access to all District facilities is by key, if issued, or by admittance via the Weed Police, Yreka Police, or lodging staff. In the case of periods of extended closing, the District will admit only those with prior written approval to all facilities.

Residence halls are secured 24 hours a day. Over extended breaks, the doors of all halls will be secured around the clock, and will be equipped with a lock separate from the regular key issued to resident students. Some facilities may have individual hours, which may vary at different times of the year. In these cases, the facilities will be secured according to schedules developed by the department responsible for the facility.

Emergencies may necessitate changes or alterations to any posted schedules. Areas that are revealed as problematic will have regular periodic security surveys. Administrators from the Student Services office and other concerned areas review these results. These surveys examine security issues such as landscaping, locks, alarms, lighting, and communications. Additionally, during the academic year, the Student Services, Administrative Services, and Maintenance staff shall meet to discuss campus security and access issues of pressing concern.