



AP 3501 Campus Security and Access

References:

- 34 Code of Federal Regulations Part 668.46(b)(3);
- NWCCU 2020 Standard 2.I.1
- ORS 341.290(4)

Rogue Community College (RCC) is a public community college. Campus facilities are open to the public according to schedules established by the College Administration. These schedules are subject to change based on facility usage or safety considerations. The College Administration may modify access hours without notice if there is a concern for the safety or security of individuals or college property.

This procedure applies to all RCC District locations.

Facility Access and Security

All RCC facilities are locked outside of designated operating hours. The college uses a combination of mechanical key and lock systems and electronic access control systems to secure its campuses.

- **Keys:** Facility keys are issued by the Facilities Management, Planning, and Construction Department in accordance with Administrative Procedure (AP) 3508 – *Building Access Control*.
- **Electronic Access Cards:** Employee electronic access cards are issued jointly by the Human Resources Department and the Risk Management Department, also in accordance with AP 3508.

Exceptions and Trespass Enforcement

Individuals on or in RCC facilities may be trespassed from college property if it is determined that they:

- Violate college policies;
- Engage in behavior that poses a safety or security risk; or

- Whose physical presence cannot be linked to any function or mission of the college, and behavior results in any disruption of the environment, educational process, or business functions of the college.

The RCC Risk Management Department will document and track all trespass warnings.

Restricted Access Areas

RCC reserves the right to designate specific rooms, buildings, or facilities as restricted access areas. These areas are closed to the public to ensure safety, security, or the confidentiality of materials, equipment, or college operations.

Rescinds Procedure Number: None

Approved: April 25, 2019

Revised: March 7, 2025; January 13, 2026

Accreditation reference updated January 27, 2020