OVERVIEW

The purpose of this directive is to establish the policies and procedures for handling all Civil Disturbances or Campus Demonstrations.

CIVIL DISTURBANCES/DEMONSTRATIONS

Most campus demonstrations such as marches, meetings, picketing and rallies will be peaceful and non-obstructive. A demonstration should not be disrupted unless, it is an interference with the normal operations of the college, prevents access to offices, buildings or other college facilities or if there is a threat of physical harm to persons or damage to college facilities.

PEACEFUL, NON-OBSTRUCTIVE DEMONSTRATIONS

Demonstrations of this kind should not be interrupted. Demonstrators should not be obstructed or provoked and efforts should be made to conduct college business as normally possible. If demonstrators are asked to leave but refuse to leave by the regular facility closing time, and they have permission to be inside a building, arrangements can be made for Campus Safety and Security to monitor the situation during non-business hours. Demonstrations outside a building should be allowed to continue and they should be monitored by the Campus Safety and Security Department. Offices inside a building are restricted areas and demonstrators should not be in offices unless authorized by the Building Coordinators.

NON-VIOLENT, DISRUPTIVE DEMONSTRATIONS

In the event that a demonstration blocks access to college facilities or interferes with the operation of the college:

(1) Security will respond to the scene with a member(s) of Student Affairs to intervene and restore order. Security shall have the right to contact the local law enforcement authorities for assistance if they are immediately needed.

(2) Key college personnel and student leaders may be asked to go to the area and persuade the demonstrators to desist.

(3) If the demonstrators persist in the disruptive activity, they will be informed that failure to discontinue the specified action within a determined length of time may result in disciplinary action including suspension or expulsion or possible intervention by civil authorities (Attachment A).
(4) Except in extreme emergencies, the Vice President of Student Affairs will be consulted before civil authorities are called to the scene during a large civil disturbance or demonstration.

(5) Efforts should be made to secure positive identification of demonstrators in violation to facilitate later testimony, including photographs if deemed advisable.

(6) If the determination is made to seek the intervention of law enforcement authorities, the demonstrators should be so informed and upon arrival of the law enforcement authorities, the remaining demonstrators will be warned of the intention to arrest (Attachment B).

(7) The Vice President of Communications should be contacted by the Vice President of Student Affairs or his designee and made aware of the demonstration or the civil disturbance.

a. If a news release is needed the Vice President of Communications shall handle the release.

(8) The President of the College should be contacted by the Vice President of Student Affairs or his designee and made aware of the demonstration or the civil disturbance.

### VIOLENT, DISRUPTIVE DEMONSTRATIONS

In the event that a violent demonstration, in which injury to persons or property occurs or appears imminent, the Vice President of Student Affairs, Director of the Human Resources and members of the Executive Advisory Group should be contacted during business hours.

**During Business Hours:**

1. Security will respond to the scene with a member(s) of Student Affairs to intervene and restore order. Security shall have the right to contact the local law enforcement authorities for assistance if they are immediately needed.

**After Business Hours:**

1. Security will respond to the scene with a member(s) of Student Affairs to intervene and restore order. Security shall have the right to contact the local law enforcement authorities for assistance if they are immediately needed.

2. The Director of Safety & Security will:

   a. Report the circumstances to the Vice President of Student Affairs.
b. Notify key administrators and, if appropriate, the coordinator responsible for the building that the demonstrators are in.

(3) The Vice President of Communications should be contacted by the Vice President of Student Affairs or his designee and made aware of the demonstration or the civil disturbance.

a. If a news release is needed the Vice President of Communications shall handle the release.

(4) The President of the College should be contacted by the Vice President of Student Affairs or his designee and made aware of the demonstration or the civil disturbance.

ATTACHMENT A-DIRECTIVE TO IMMEDIATELY TERMINATE DEMONSTRATION

(Identify Self)

This assembly and the conduct of each participant is seriously disrupting the operations of the College. You have previously been called upon to disperse and terminate this demonstration. (You have been given the opportunity to discuss your grievances in the manner appropriate to the College). (In no event will the Administration of this College agree to demands backed by force). Accordingly, you are directed to terminate this demonstration. If you have not done so within 15 minutes, I will, under the authority of the Board of Trustees and the President of the College, take whatever measures that are necessary to restore order including calling for Law Enforcement assistance. Any person who continues to participate in this demonstration is subject to possible arrest and will also be subject to suspension (if a student or employee of the college, arrest if visitor).

ATTACHMENT B-DIRECTIVE TO IMMEDIATELY TERMINATE DEMONSTRATION-WITH THE ASSISTANCE OF POLICE

(Identify Self)

You have previously been directed to terminate this demonstration and you have been put on notice as to the consequences of your failures to do so. You are hereby suspended from the college, subject to later review. At this time we ask Law Enforcement and Campus Safety and Security to intervene and restore order to the campus.
Contacts

Campus Safety and Security, 269-4600