

MONMOUTH UNIVERSITY POLICIES AND PROCEDURES

Policy Name: Security Levels

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V. P. for Administrative Services

Approved by: President & Cabinet

POLICY:

1. The University, in recognizing the many types of threats it can face, has instituted a policy recognizing that a wide variety of potentially dangerous situations may result in various security measures being implemented to safeguard the campus community. These threats can be related to environmental, medical, haz-mat, political, weather related, or other circumstances that may interfere with the safety of the campus community, and orderly functioning of the University. At Monmouth University, planning ahead for emergencies is part of normal business planning and campus life, and all members of the campus community share a responsibility for preparedness. Although every possible emergency situation can never be adequately planned for, the University has formulated the following Policy to assist in minimizing injury and damage if a threatening event were to occur.

SECURITY LEVELS:

Security Level 1: Will be utilized when there is no apparent threat and normal University business is being conducted as usual. Security Level 1 will be the standard operating level of the University.

Security Level 2: Is a heightened security level and will be utilized under the following conditions:

- when there is an elevation in the National Terrorism Advisory System that could potentially impact Monmouth University,

- when there is an on campus threat, event, or anticipated event, that could be better managed with an increase in security or a heightened awareness of those entering and exiting the campus.
- when security concerns dictate the immediate identification of the campus population.
- when there is a major event requiring not only the closing of the University, but also the consideration of Shelter-In-Place or evacuation of the University Community.

IMPLEMENTATION OF SECURITY LEVELS:

Security Level 1: All normal University business conducted.

Security Level 2: When there is an event or information requiring an enhanced level of security on campus the following steps will be implemented:

- 1) The Vice President of Administrative Services after consultation with the University President and the Chief of Police (or their designees) will be responsible for issuing the upgrade in security status.
- 2) The Vice President of Administrative Services and/or the Chief of Police shall advise the campus community of the need for the elevation of security levels, along with any security plans or changes to the normal operational status of the University. Notification could be made through voicemail, email, the University Emergency Notification System, University radio, University signage or some combination of these mechanisms.
- 3) Upon the conclusion of the need for enhanced security, the Vice President of Administrative Services and/or the Chief of Police shall advise the campus community of the return to our normal operational level (Level 1).