



Administrative Procedure

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| Procedure Name | SECURITY AT COLLEGE FUNCTIONS |
| Procedure Number | 402.03 |
| Date Adopted | 1/9/1982 |
| Date(s) Revised | 2/1993, 5/8/2000, 3/11/2011, 2/18/2020, 4/29/2025 |

In order to provide adequate security for social functions sponsored by students, the Vice President for Learning and Student Services, Director of Student Life, or Campus Safety and Security Coordinator may require the following:

- A. The hiring of at least one security officer with arrest authority who will be in attendance at the function until the end of the event and with the approval of the Vice President for Learning and Student Success.
- B. Payment to the security officer(s) will be made by the sponsoring organization.
- C. The club advisor and at least one other College official will be in attendance throughout the event.
 - For events with an expected attendance in excess of 100, the event organizer is responsible for designating an additional employee for every additional 50 expected participants.