

NORTHEAST COMMUNITY COLLEGE

ADMINISTRATIVE PROCEDURE NUMBER: AP- 3270.0

FOR POLICY NUMBER: BP - 3270

LOITERING

1. PROCEDURE SUMMARY STATEMENT

To establish protocol for addressing loitering on Northeast property.

2. DEFINITIONS

- 2.1. Authorized College Business/Operations – Activity which furthers the mission and purpose of the College and business that has been approved by the appropriate college authorized personnel.
- 2.2. Common Areas – Areas of Northeast property generally open to non-Northeast persons include, but are not limited to, the Library and Resource Center, food or vending areas, the Hawks Shop, and other retail areas.
- 2.3. Loitering – Lingering idly, aimlessly or without purpose in any area of Northeast property without official authority, hanging around in clusters, creating or causing unusually loud noises, disrupting Northeast students, employees or the use of facilities and/or wandering about Northeast property for their own purpose or convenience.
- 2.4. Loitering Warning – A warning that a person is not authorized to be on Northeast property, or a portion thereof, other than for appropriate use of the common areas as defined in this procedure.
- 2.5. Non-Northeast Persons – All persons who are not classified below as Northeast persons including, but not limited to, visitors, invited guests, students of other institutions and employees of other entities, and persons who have applied but have not been admitted to the College.
- 2.6. Northeast Persons – Those persons who are current administration, faculty, staff, students or other employees, volunteers or agents of Northeast, persons on Northeast property fulfilling contractual obligations or authorized members of registered Northeast organizations.
- 2.7. Northeast Property – The Norfolk campus and extended campuses owned or leased by Northeast and all locations, buildings or grounds utilized by the College for authorized Northeast business.
- 2.8. Unlawful or Unauthorized Activity – Any conduct, act or omission by any person that is in violation of (i) any law, rule, regulation or order of the State of Nebraska or of the

United States, (ii) local statutes, or (iii) any policy, rule or regulation of Northeast Community College.

3. PROCEDURE

- 3.1 The College reserves the right to set the time and place of public presence or gatherings so as to provide an environment on campus that is conducive to learning and maintaining operations.
- 3.2 The Executive Director of Physical Plant is responsible for oversight of matters involving loitering on Northeast property. The President or Executive Director of Physical Plant and/or their designee may withdraw the visitation privilege of any individual or group at any time.
- 3.3. Northeast employees with oversight of a common area and/or their designee is authorized to warn those non-Northeast persons of inappropriate actions or behavior.
- 3.4 Visitors and guests are expected to identify themselves when requested and conduct themselves in a proper and lawful manner while on Northeast property. Failure to do so may result in imposition of personal restrictions relating to their presence on Northeast property.
- 3.5 Only Northeast students registered for a class may be in attendance in instructional areas unless permission of the instructor is given. Non-Northeast persons are not allowed in buildings with classrooms unless present on authorized college business.
- 3.6 Residence halls are considered to be the home of the students. Non-Northeast persons are not permitted in a residence hall except as authorized in accordance with Northeast Residence Life visitation and guest policies.
- 3.7 Any person whose conduct or presence is causing disruption to the education or operations of the College may be directed to utilize the common areas or to leave Northeast property, as warranted by their actions, and immediately reported to the Executive Director of Physical Plant and/or their designee.
- 3.8 The College will not infringe upon the right of any person or group to conduct orderly picketing or make other lawful forms of protest. However, participants in protests or demonstrations will not be permitted to obstruct sight, hearing, access, or otherwise interfere with the orderly conduct of any event or of normal activities and operations of the College. Additionally, riotous behavior that threatens the College community with personal injury or property destruction will not be tolerated at any time. Off-campus groups or organizations wishing to hold a demonstration on campus must first obtain permission to do so from the College. Permission for such purposes will be considered in accordance with the College's policies and security concerns.
- 3.9 Northeast campus security may issue written warnings to leave or be banned from Northeast property to any person who has been contacted or observed on the property while engaged in any unlawful or unauthorized activity.

4. APPLICABILITY

N/A

ISSUE DATE: 11/28/2018

EFFECTIVE DATE: 11/28/2018

REVISION DATE(S): none

PRIOR POLICY/PROCEDURE NUMBER: none

SCHEDULE FOR REVIEW: 2023

DIVISIONS/DEPARTMENT RESPONSIBLE FOR REVIEW & UPDATE: Administrative Services

SPONSORING DIVISION/DEPARTMENT: Administrative Services

RELATED PROCEDURES/REFERENCES: Neb. Rev. Stat. §28-520 and §521

PROCEDURE KEY WORDS: Loitering, security, unlawful, demonstration, obstruct, disrupt, camping