

1.0 POLICY

Grant MacEwan University values the health, safety and security of its community. In support of MacEwan's mission, the University will maintain a Campus Security corps whose responsibility will be to take all reasonable measures to sustain a safe, secure and threat-free, working and learning environment.

2.0 RATIONALE AND GUIDING PRINCIPLES

2.1 Purpose

The purpose of this policy is to communicate MacEwan's commitment to enhancing campus life and the working environment through diligent efforts in maintaining safety and security.

2.2 Rationale and Guiding Principles

2.2.1 Campus Security are available as required for the deterrence of crime or acts of violence, for the control of imminent or actual hazards, for the rendering of assistance to members of the University community and for the preservation of a peaceful campus environment.

2.2.2 Campus Security personnel are of the highest integrity, knowledgeable of the law and trained in first aid, emergency response and all facets of security.

2.2.3 Campus Security integrates student involvement and resources into security functions as appropriate.

3.0 SCOPE AND DEFINITIONS

3.1 Scope

This policy extends to all members of the University community particularly those charged with the safety and security of the community and with protection of University assets.

3.2 Definitions

3.2.1 **Campus Security** is a trained corps responsible for the safety and security of the University community and for protection of University assets.

3.2.2 **Corps** is a body of personnel assigned a particular duty.

3.2.3 **Executive officer** means the president, vice presidents and equivalent positions.

3.2.4 A **hazard** is an event or situation that may cause injury, harm, emergency or disaster.

- 3.2.5 **Members of the University community** are those persons involved in conducting University affairs or using University property (all students, employees, contractors, and all visitors while they are on University property or are using University property).
- 3.2.6 **Officer** means the president, vice presidents and equivalent positions, deans, directors and equivalent positions.
- 3.2.7 **Reasonable measures**, for the purpose of this policy, are those measures that would be perceived by an impartial observer as appropriate for the situation.
- 3.2.8 **Unwanted acts** are those acts in contravention of the law or University policies.

4.0 REGULATIONS

- 4.1 MacEwan shall implement to the extent practicable the measures necessary for the safety and security of members of the University community and for protection of University assets, including:
 - 4.1.1 maintaining a Campus Security corps for the safety and security of the University community and for protection of University assets; and
 - 4.1.2 complying with Provincial legislation that regulates security services and maintain licensing where applicable.
- 4.2 The executive officer responsible for University Services is accountable for executive oversight of this policy.
- 4.3 The officer responsible for University facilities is responsible for the implementation of this policy and associated procedures.
- 4.4 Campus Security is responsible for the provision of security at the University, including public and private events and gatherings.
- 4.5 MacEwan Campus Security shall take all reasonable measures:
 - 4.5.1 to prevent or control unwanted acts on campus and shall exercise good judgment and discretion in the execution of their duties;
 - 4.5.2 to act as “first responders” in emergency situations and render assistance to troubled members of the University community; and
 - 4.5.3 to ensure MacEwan facilities are secure from intrusion.
- 4.6 MacEwan Campus Security will:
 - 4.6.1 participate in emergency preparedness exercises;
 - 4.6.2 maintain a record of all reported contraventions of the law and policies affecting the University; and

- 4.6.3 assist and support investigations by the MacEwan Information and Privacy Office (IPO) where security incidents relate to a possible loss or compromise of personal information.
- 4.7 It is the responsibility of members of the University community to do all that is reasonably practicable to ensure that their actions or inactions do not create or increase risk to the safety and security of themselves or others and to co-operate with MacEwan officials for the purposes of protecting the safety and security of themselves and others, including reporting to Campus Security any activity by any member of the community that they reasonably perceive as posing a threat.
- 4.8 Members of the University community shall consult with Campus Security to arrange security services at University public and private events and gatherings.
- 4.9 Responsibility for compliance with MacEwan policies and procedures extends to all members of the MacEwan community. Responsibility for compliance with this policy applies to those covered by the scope statement. Non-compliance may create risk for MacEwan and will be addressed accordingly (see clause 4.5.1 "Respect for the law and University governance" of the University's policy D1200 Code of Conduct - Employees for additional guidance).

FACT SHEET

Relevant Dates

Approved:	2010.05.20
Effective:	2010.05.30
Next Review:	2013.05

Source

2010.05.20	This is a new operational policy approved by Board Motion 01-05-20-2009/10..
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Accountability:

Office of Accountability:	Vice President, University Services
Office of Administrative Responsibility:	Director, Facilities
Approved By:	Board of Governors
Contact Area:	Facilities
Authority:	Private Investigators and Security Guards Act https://www.solgps.alberta.ca/programs_and_services/public_security/private_security_programs/Pages/default.aspx

Related and Associated Matters

Associated Policies & Procedures: D5050 Facilities – Operations and Maintenance; D1400 Health and Safety; D1200 Code of Conduct - Employees; D1100 Respectful Workplace; D7000 Risk Management; D1125 Harassment; D1440 Working Alone; D7410 Liquor Service and Permits

Related Policies: E3101 Student Rights and Responsibilities; E3103 Student Discipline