

**Human Resources**

1 **AP 7600 CAMPUS POLICE**

2 **References:**

- 3 Education Code, Sections 72330 et. seq.;
- 4 Government Code, Sections 3300 et seq.

5 **Chief of Campus Police**

6 The President/Superintendent or designee is delegated the responsibility to establish  
7 minimum qualifications of employment for the Chief of Campus Police including, but not  
8 limited to, the conditions contained in Board Policy (see BP 7600 titled Campus Police).

9 **Sworn Personnel**

10 Every sworn member of the Campus Police Department must, in order to retain  
11 his/her/their employment, meet the requirements of Education Code, Section 72330.2,  
12 including but not limited to:

- 13 • Submission of one copy of his/her/their fingerprints for clearance by the Federal
- 14 Bureau of Investigation;
- 15 • Eligibility to be District employee; and
- 16 • Approval by the Department of Justice to possess a firearm.

17 Every sworn member of the Campus Police Department shall be supplied with, and  
18 authorized to wear, a badge bearing the words "Cerritos College Police." Every member  
19 of the Campus Police Department shall be issued a suitable identification card.

20 Campus Police Officers shall be members of the classified service.

21 **Operating Regulations**

22 The Vice President of Business Services, in cooperation with the Chief of Campus Police,  
23 shall issue such other regulations and procedures as may be necessary for the  
24 administration of the Campus Police Department which may include, but not be limited  
25 to:

- 26 • Schedules and shifts
- 27 • Call back procedures
- 28 • Weapons
- 29 • Vehicle use
- 30 • Pursuit practices
- 31 • Discipline
- 32 • Training

33 **Department Training Plan**

34 The Chief of Campus Police shall have and carry out a Department Training Plan (DTP).  
35 Every sworn member of the Campus Police Department shall fulfill ongoing training

36 requirements stipulated in the DTP as set forth by the Chief of Campus Police. The DTP  
37 shall be based on applicable sections of the Department Policy Manual. The training shall  
38 consist of, but not be limited to, use of force, control devices and techniques, firearms,  
39 shooting (discharge of firearms), TASER use, and rapid response and deployment.

#### 40 **Service Weapons and Ammunition**

41 All service weapons and ammunition used by authorized sworn personnel in the Campus  
42 Police Department shall be acquired, issued, maintained, and inspected by the  
43 Department in accordance with California Peace Officer Standards and Training  
44 (California POST). The Department armorer shall be responsible to the Chief of Campus  
45 Police for implementing these procedures.

#### 46 **Operational Boundaries and Mutual Aid**

47 The Campus Police shall cooperate with local law enforcement in accordance with an  
48 agreement to be entered into in accordance with the requirements of Education Code,  
49 Section 67381. The agreement shall address, but not be limited to, the following:

- 50 • Operational responsibilities for investigations of the following violent crimes: willful  
51 homicide, forcible rape, robbery, aggravated assault;
- 52 • Geographical boundaries of the operational responsibilities; and
- 53 • Mutual aid procedures.

#### 54 **Report Regarding Complaints**

55 The Chief of Campus Police shall provide the Board, when requested, with a report  
56 regarding complaints against the police department and police officers. This report must  
57 disaggregate the complainants by race, gender, religion, or any other characteristic  
58 identified by the Board.

#### 59 **Use of Military Equipment**

60 The Chief of Campus Police shall obtain approval from the Board of Trustees to adopt a  
61 military equipment use policy prior to purchasing, raising funds for, or acquiring military  
62 equipment. The Chief of Campus Police shall submit the proposed military equipment  
63 policy to the Board of Trustees and make those documents available on the police  
64 department website at least 30 days prior to any public hearing concerning the military  
65 equipment at issue. The Board of Trustees shall consider the proposed military equipment  
66 policy as an agenda item for an open session meeting in accordance with the Brown Act.

67 If the police department receives approval for the military equipment use policy, it shall  
68 submit to the Board of Trustees an annual military equipment report for each type of  
69 military equipment approved by the Board of Trustees within one year of approval, and  
70 annually thereafter for as long as the military equipment is available for use. The police  
71 department shall also make each annual military equipment report available on its internet  
72 website for as long as the military equipment is available for use. The Board of Trustees  
73 shall annually review the policy and either disapprove a renewal of the authorization of  
74 the military equipment use policy or amend the policy if it determines that the military  
75 equipment does not comply with the standards set forth state law.

76 Office of Primary Responsibility: Vice President, Business Services  
77 Vice President, Human Resources

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**Date Reviewed:** May 15, 2019

*(Replaces former Cerritos College Policies 4303 and 7037)*