

Campus Trespass

RVC Administrative Procedure (2:20.110)

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A. Purpose

The purpose of this administrative procedure is to establish guidelines for Rock Valley College's, hereafter known as "the College or College" issuance of no-trespass warnings or orders and temporary suspension orders to a person who is, has been, or is threatening to be present on College property and who has engaged, or is reasonably likely to engage, in criminal activity, a violation of College policy, or conduct that is or may reasonably be deemed to be threatening, disruptive, or violent. A no-trespass order, also called a ban notice or a suspension order constitutes an official prohibition against entering College property. Any person who violates a no-trespass or suspension order may be arrested and charged with Criminal Trespass to State Supported Property under the Illinois Criminal Code

Reasoning

The College has substantial and meaningful ties to the surrounding communities and, indeed, the rest of the world. For this reason, and because we are a state and federal supported institution, our outdoor areas and areas within most buildings on campus are, in a general sense and during normal business hours, "open to the public". At the same time, the College is committed to safeguarding the people who learn, work, and visit here, to ensuring the safe operation of College activities, and to protecting College assets. The College thus can, and does, restrict public access to buildings during non-business hours and sections of buildings during business hours.

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Additionally, from time to time, the College exercises its right to deny access to some or all College property after a reasoned determination has been made that a person has engaged, or is reasonably likely to engage, in criminal activity, a violation of college policy, or conduct that is or may reasonably be deemed to be threatening, disruptive, or violent. A no-trespass order remains in effect for 12 months. Regardless of whether a no-trespass order has been issued, any person who is deemed to have committed a crime may be arrested by law enforcement and referred for prosecution. For purposes of this administrative procedure, "College property" includes all indoor and outdoor spaces owned or leased by or from the College.

B. Department and Primary Point of Contact

Department: Rock Valley College Police

Point of Contact: Chief of Police

C. Definitions

None

D. Procedures

For Non-Students:

Persons who have engaged, or are reasonably likely to engage, in criminal activity, a violation of College policy, or conduct that is or may reasonably be deemed to be threatening, disruptive, or violent may be issued a no-trespass warning. Depending on the severity of the action, and the number of times a warning has been issued, College officers may issue a no trespass order. The warning order will be given either in writing at the time of the concerning conduct or later by written notification sent to the person via email, first class mail, and/or certified mail.

- Generally, a no trespass warning will inform the person that their actions or behavior are not allowed on College property and the individual will be required to leave College property, but they are allowed to return the next day, if they wish.
- If a no trespass order is written, the order will inform the person: (i) that he/she is barred from all College property or parts of College property (specifying the portion, e.g., RVC Downtown Site); (ii) of the duration of the ban; (iii) of the reason for the ban; and (iv) that if he/she returns to College property (or the designated portion), he/she will be subject to arrest for criminal trespass. No-trespass warnings or orders are effective immediately.
- Designated officials within the following College administrative units are authorized to issue a no-trespass warning or order: Rock Valley College Police, the Office of the President, any Office of a Vice President, and Human Resources. In all cases the RVC Police will be notified so a report on the incident can be filed.

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For Students:

Students who have engaged, or are reasonably likely to engage, in criminal activity, a violation of College policy, or conduct that is or may reasonably be deemed to be threatening, disruptive, or violent may be issued a no-trespass warning. Depending on the severity of the action, officers may issue a temporary suspension order, barring the student from College property until a meeting is set up with the Dean of Students Office. The warning or order will be given in writing at the time of the concerning conduct, or later by written notification sent to the person via email, first class mail, and/or certified mail.

- Generally, a no trespass warning will inform the person that their actions or behavior are not allowed on College property, and the individual will be required to leave College property immediately. The individual will be allowed to return the next day, if they wish.
- If a temporary suspension order is written, the order will inform the person: (i) that he/she is barred from all College property or parts of College property (specifying the portion, e.g., RVC Downtown Site); (ii) of the duration of the ban; (iii) of the reason for the ban; and (iv) that if he/she returns to College property (or the designated portion), he/she will be subject to arrest for criminal trespass. No-trespass warnings or temporary suspension orders are effective immediately.
- Designated officials within the following College administrative units are authorized to issue a no-trespass warning or temporary suspension orders: Rock Valley College Police, the Office of the President, any Office of a Vice President, Dean of Students, and Human Resources. In all cases the RVC Police will be notified so a report on the incident can be filed.

Opportunity for Review

Non-Students:

A person who has received a no-trespass order may make a written petition for the review of the order by directing the request to the Chief of Police or his/her designee. The petition must include the reasons for the review request, a complete and candid explanation for the conduct that precipitated the no-trespass order, the basis for the desire to be on College property, and any other information the person wishes to be considered. Normally, a substantive determination on the petition will be made and communicated, in writing, within thirty days of receipt. The no-trespass order remains in effect during and after the review process, unless the warning is modified or withdrawn.

Students:

A student who has received a temporary suspension order will have an appointment scheduled by the Dean of Students. The Dean of Students shall utilize existing code of conduct regulations in determining restrictions, limitations, or suspension of

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students. The no-trespass order remains in effect during and after the review process, unless the warning is modified or withdrawn.

Reference: Board Report #7673

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