

SUBJECT: Physical Plant

Policy: 600.2 Trespass Policy

Effective: June 2014

Revised:

Reviewed: February 2022

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### **Introduction & Purpose**

Great Falls College MSU is a public institution of higher education that is open to the general public. However, the College has the ability to determine the expectations and parameters for an individual's presence on campus property. The college retains the right to restrict access to campus property due to safety considerations relating to its students, faculty, staff and visitors. This policy describes the circumstances under which access to or presence on college property may be restricted and the procedures for issuing a No Trespass Notice to individuals not affiliated with the college when appropriate.

### **Authority**

The college may prohibit, limit or otherwise restrict access to or use of its buildings, facilities or any & all other property as may be necessary to provide for the orderly conduct of the college's educational, research and service programs and the safety and security of the campus property, students, employees, guests and other visitors.

### **Denial or Restriction of Access to College Property**

- A. Any college official designated may restrict or deny any person's access to the building or a portion thereof and all other campus property, including property leased by Great Falls College MSU, if the person engages (or threatens to engage) in conduct which:
  - 1. interferes with the orderly operation of the college's programs, buildings or other facilities;
  - 2. violates the college regulations pertaining to the use of facilities;
  - 3. creates reasonable apprehension of harm or injury to persons or property; and/or
  - 4. is proscribed by law.

### **Trespass Notification**

The college official restricting or denying access shall issue a No Trespass Notice (orally or in writing) to the person, if possible. A No Trespass Notice may be issued to students or non-students and may apply to an individual's vehicle as well.

Officials issuing a No Trespass Notice should: (1) identify themselves; (2) advise the person that they are on College property and that permission to be on college property is revoked; and (3) inform them if they do not leave immediately or if they return, they will be arrested and prosecuted for criminal trespass to the full extent of the law. An oral trespass notification should be documented in writing.

### **Appeal of Denial of Access**

- A. Students denied access to campus or any portion thereof may appeal the decision to the Chief Student Affairs and Human Resources Officer or their designee.
- B. Non-students denied access to campus or any portion thereof may appeal the decision to the Executive Director of Operations or their designee.

### **Reinstatement of Access**

Any person issued a No Trespass Notice may petition to reinstate the right to return to campus upon a showing that: (1) they will abide by the law and college regulations, (2) they have a legitimate purpose for being on campus. Petitions should be in writing and submitted to the Executive Director of Operations for review following college procedures.