2205 – Security Monitoring and Recording

Only the following people have access and use of the system as indicated:

1. Coordinator of Facility Management, Vice President of Administration, Lead Campus Safety Officer and College President-Full access and rights
2. Security Officers-Full access and rights as determined by the Coordinator of Facility Management
3. Technical Support Staff-Full access and rights as required for technical support only.
4. Others-Access will be determined by the Coordinator of Facility Management and/or College President as needed.

Information provided by the system is confidential and any unauthorized or improper use or disclosure may result in discipline, including termination and/or dismissal from the College.

The Coordinator of Facility Management is responsible for the secure operation and maintenance of the system, its images, and their proper storage.

Contact(s):

Vice President of Administration
Coordinator of Facility Management

Related Form(s)

Relevant Policy or Procedure(s): 1205 – Security Monitoring System

Approved by: President

Date: 1/10/03

Revision(s): 9/14/07; 6/26/19 (minor revision)