

Procedure Title: Video Surveillance
Procedure Number: 01-2005-0017
Board Policy Reference: IV.H.

Accountable Administrator: President
Position responsible for updating: VP Administrative Services
Original Date: 12-16-05
Date Approved by Cabinet: 09-30-08
Authorized Signature: *Signed original on file*
Dated: 10-01-08
Date Posted on Web: 07-21-09
Revised: 07-09
Reviewed: 01-19

Purpose/Principle/Definitions:

With the approval of the president, the college may use video cameras on college property to ensure the health, welfare and safety of all staff, students, and visitors on college property, and to safeguard college facilities and equipment. Video cameras may be used in locations as deemed appropriate by the administration.

The college shall notify staff and students through handbooks or other notices that video surveillance may occur on college property.

Students or staff in violation of procedures or law captured on video shall be subject to appropriate disciplinary actions to include termination. Others may be referred to law enforcement agencies.

Video recordings may become a part of a student's educational record or a staff member's personnel record. The college shall comply with all applicable state and federal laws related to record maintenance and retention.

Legal References:

[ORS 30.864](#)

[ORS 192.420 - 192.505](#)

[OAR 166-450-0090](#)

[OAR 166-450-0120](#)

[OAR 589-004-0100 to -0750](#)