

TEXAS STATE TECHNICAL COLLEGE
STATEWIDE OPERATING STANDARD

No. GA 1.6.14	Page 1 of 5	Effective Date: 02/07/2019
DIVISION:	General Administration	
SUBJECT:	Campus Police Department	
AUTHORITY:	Texas Education Code Section 51.203	
PROPOSED BY:	Aurelio Torres	
TITLE:	Safety and Security Police Commissioner	Date: 02/07/2019
RECOMMENDED BY:	Ray Rushing	
TITLE:	Vice Chancellor/CLO/GC	Date: 02/07/2019
APPROVED BY:	Mike Reeser	
TITLE:	Chancellor	Date: 02/07/2019

STATUS: Approved by LT 02/07/2019

HISTORICAL STATUS: New

I. STATEWIDE STANDARD

EXECUTIVE ORDER: By order of the Chancellor, Texas State Technical College (TSTC) shall establish the responsibilities of the TSTC Police Department, pursuant to Texas Education Code Section 51.203, to include statements addressing the jurisdictional authority, working relationships with local, state, and federal law enforcement, and prohibiting racial profiling.

II. PERTINENT INFORMATION

TSTC recognizes that laws and rules are necessary for society to function and supports the enforcement of law by governmental agencies and rules by officials of the College. All persons shall be subject to those laws and rules at all times. The TSTC Police Department is essential to ensure the safety and security of the College's campuses, assets, personnel, and students through the enforcement of these laws and rules.

The functions, principles, and duties of members of the TSTC Police Department are

defined in [Section 51.203 of the Texas Education Code](#). If minor offenses involving the College's rules and regulations are committed by a TSTC student, campus police may refer the individual to the officer of Student Rights and Responsibilities with the Enrollment Management Division.

III. GENERAL GUIDELINES

The regulations outlined in this Statewide Operating Standard (SOS) govern the authority and responsibilities of the College's police officers in delivering authorized services in accordance with Texas Education Code Section 51.203.

IV. DEFINITIONS

Community Policing Philosophy: A philosophy promoting organizational strategies that support the systematic use of partnerships and problem-solving techniques to address, in a proactive manner, immediate conditions that give rise to public safety issues, such as crime, social disorder, and fear of crime.

Council of Campus Chiefs: The campus police chiefs meet with the Safety and Security Police Commissioner for the College to set strategic goals and to maintain uniformity and standardization of operations for all campuses and who are individually responsible for:

1. Enforcing criminal laws and traffic rules and regulations at assigned campuses; and
2. Ensuring the TSTC campuses assigned to them comply with federal requirements under the [Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act](#).

V. DELEGATION OF AUTHORITY

The Chancellor has the authority and responsibility to direct activities that ensure compliance with local, state, and federal laws and regulations and, thereby, delegates to the TSTC Police Department the authority to implement and enforce the provisions of this SOS in accordance with Section 51.210 of the Texas Education Code.

VI. PERFORMANCE STANDARDS

1. Each campus has implemented the procedures and requirements as defined within this SOS.
2. The provisions within this SOS are reviewed annually by the Council of Campus Chiefs for revisions.

APPENDIX

VII. RELATED STATEWIDE STANDARDS. LEGAL CITATIONS, OR SUPPORTING DOCUMENTS

[Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act](#)

[Texas Education Code, Section 51.202](#)

[Texas Education Code, Section 51.205](#)

[Texas Education Code, Section 51.207](#)

[Texas Education Code, Section 51.208](#)

[Texas Education Code, Section 51.210](#)

[Texas Education Code, Section 51.213](#)

[Texas Code of Criminal Procedure, Article 2.131](#)

[Texas Code of Criminal Procedure, Article 18.17](#)

[FA 1.13 Disposal of Surplus Property](#)

VIII. OPERATING REQUIREMENTS

1. The TSTC Police Department shall maintain a professional working relationship with the local, county, state, and federal law enforcement agencies.
2. Local, state, and federal law enforcement officers may enter the campus to execute a function of their office or to assist TSTC police officers in deterring crime. All law enforcement agencies shall check in with the TSTC Police Department when on campus.
3. By mutual agreement with the Texas Department of Public Safety, the TSTC Police Department shall maintain a TLETS terminal (Texas Law Enforcement Telecommunications System), which allows police personnel to access the National Crime Information Computer (NCIC) and the Texas Crime Information Center (TCIC).
4. TSTC police officers may monitor off-campus sponsored events and property that is leased, rented, or otherwise under the control of TSTC.
5. The TSTC Police Department shall adopt the Community Policing Philosophy and shall work to ensure the safety of the TSTC community by maintaining a proactive approach to crime prevention through education and working in partnerships with stakeholders within the community.
6. The TSTC Police Department shall be responsible for the collection and storage of all lost property found on campus and shall promulgate rules and regulations for such in accordance with [Section 51.213](#) of the Texas Education Code.
 - a. Provisions shall be made for lost and found property to be reclaimed at the

- College Police Department, the Security Department, or the designated office for each campus Monday through Friday from 8:00 a.m. to 5:00 p.m.
- b. Proper identification, such as a Texas Driver's License, must be provided, and the property must be sufficiently identified to be reclaimed.
 7. Abandoned and unclaimed personal property in the possession of Police Department personnel, with the exception of any and all personal property that is evidence in or relevant to a pending criminal case, shall be disposed of in accordance with [Article 18.17](#) of the Texas Code of Criminal Procedures, which deals with the disposition of abandoned or unclaimed property, and the College's SOS [FA 1.13 Disposal of Surplus Property](#).
 8. The TSTC Police Department shall provide consultation regarding the installation of on-campus security devices, including closed circuit cameras, panic buttons, and access card readers.
 9. The TSTC Police Department shall prohibit racial profiling in accordance with [Article 2.131](#) of the Texas Code of Criminal Procedure and shall accept complaints from any person who believes he/she has been stopped or searched based on racial, ethnic, or national origin. Complaints shall be directed to the appropriate campus Chief of Police relevant to the incident.
 10. The TSTC Police Department may employ security officer personnel who are civilian, non-sworn members of the Department and who perform a variety of duties related to the protection of College facilities and property. Security officers have no police powers.
 11. When special events, functions, or activities require additional or extraordinary staffing, the respective campus Chief of Police shall arrange for additional manpower through appropriate state, county, or city law enforcement agencies or through private security agencies. All requests for use of non-TSTC police and security personnel must be coordinated through the police administrator for that campus and shall be approved only if TSTC Police Department personnel cannot supply the services requested or if the request is otherwise deemed appropriate.
 12. As outlined in [Section 51.205](#) of the Texas Education Code, it shall be a violation of College regulations for any person to park a vehicle on any property under the control and jurisdiction of TSTC except in the manner designated by the institution and in the spaces marked and designated by the College.
 13. All vehicles operated or parked on campus at any time by TSTC students and employees must be registered with the College and must properly display a valid parking permit as authorized under [Section 51.207](#) of the Texas Education Code.
 14. The College may suspend the permit of any vehicle to disallow driving or parking on the TSTC property for violation of any rule or regulation of the

College.

15. The TSTC Police Department may utilize automobile immobilization devices (boots) as a means of parking and traffic enforcement.
16. Violations of the College's regulations related to the protection of TSTC buildings and grounds shall be considered an offense as dictated by [Section 51.208](#) of the Texas Education Code.