

CAMPUS BUILDING CLOSING

POLICY

In order to provide a safe and secure learning environment, the following rules will be enforced campus-wide:

- *The college will set closed hours for each academic building for both the weekdays and weekends. These hours will be posted in each academic building. Campus security will lock the outside doors at the posted closing time.*
- *Students working in an academic building after the building is officially closed must have the approval of a faculty member or other authorized college employee. The names of students having permission to work in a closed building must be sent to the campus security office by the supervising faculty or staff member **by 4:00 p.m. of the date requested.***
- *In no case will students be allowed to work in academic buildings past midnight (2 a.m. during finals week) without the presence of a faculty member or other college employee.*