

TRITON COLLEGE BOARD POLICY

**BOARD OF TRUSTEES, DISTRICT 504**

**BUSINESS SERVICES**

**COLLEGE ACCESS AND CLOSURE**

**POLICY 3518**

**ADOPTED: 01/22/91**

**AMENDED: 03/16/93**

**AMENDED: 11/20/01**

**AMENDED: 12/20/16**

The Board of Trustees is concerned about the safety and security of all students, personnel, and property. Only trustees, employees, students, authorized visitors, and individuals doing business with Triton College shall have access to the College.

The days and hours of operation for all facilities will be scheduled by the President or his/her designee.

Restricted areas and terms and conditions for access during closed hours will be scheduled by the President or his/her designee.

The Triton College Police Department in cooperation with the River Grove Police Department is responsible for removing all unauthorized individuals.

The Department of Business Services shall develop procedures for closing the College and a means to notify the students and public.

An employee requesting keys for any area of Triton College will be approved by his/her immediate supervisor.