ADMINISTRATIVE PROCEDURE 324
COLLEGE FIREARMS AND WEAPONS CONTROL

I. PURPOSE

To protect the College community from the unauthorized presence of firearms or weapons on campus property by generally prohibiting the possession, use, or storage of firearms or weapons on any of the College's campuses or facilities.

II. DEFINITIONS

A. Student: Any person who is enrolled in any program or course at the College, whether or not for credit.

B. Law enforcement officer: Any local, state, or federal official responsible for enforcing local, state, or federal laws and having law enforcement's powers of arrest.

C. Visitor: Any person present on campus other than students, College administration, faculty, or staff, members of the Board of Trustees, and employees and staff of the HACC Foundation.

D. Firearm: A weapon or device, by whatever name known, which is designed to expel a projectile by the action of black powder, smokeless powder, compressed air, gas, compressed spring, or by any chemical action, and which is readily capable for use as a weapon.

E. Weapon: Any instrument or implement which is capable of inflicting serious bodily injury, including but not limited to:

- Any firearm as defined above;
- Any knife with a blade larger than that of a folding pocket knife;
- Any dagger;
- Any razor or other cutting instrument, the blade of which is exposed in an automatic way by switch, pushbutton, spring mechanism, or otherwise;
- Any striking instrument, including clubs, truncheons, blackjacks, sandbags, metal knuckles, or sap gloves;
- Any marshal arts weapon, including nunchakus, tonfas, staffs, throwing stars, and throwing knives;
- Any bow and arrow combination;
- Excepting pepper spray used for personal protection, any device which discharges chemical irritant or tear gas, including smoke grenades, or any immobilizing device such as a Taser or stun gun;
- Any incendiary device, including flammable liquids enclosed in readily breakable containers which can be equipped with an igniter of any type.
- Any explosive device, including hand grenades, bombs, black powder, smokeless powder, percussion caps, friction primers, and pyrotechnic fuses.
- Any projectile containing an explosive or incendiary material or any other chemical substance.
- A bomb, grenade, missile, or similar device, or any launching device.

III. PROCEDURES

A. The possession, storage, use, or threatened use of firearms or weapons is prohibited on property owned or controlled by HACC except as expressly authorized by law or pursuant to this Administrative Procedure. Possession of a concealed weapons permit does not constitute authorization by law for purposes of this Administrative Procedure.

B. Storing firearms or weapons in a personal vehicle on College property is likewise prohibited under this Administrative Procedure.

C. The following individuals may possess firearms and/or weapons without seeking prior authorization to do so, upon the conditions set forth:

1. On or off-duty law enforcement officers who are authorized by their departments or agencies to be armed, provided that the firearm or weapon is properly holstered, and if the law enforcement officer is not in uniform, that the firearm and/or weapon is concealed on his/her person.

2. Instructors of and persons officially enrolled in and attending scheduled Public Safety Center training programs requiring a firearm or weapon; however, such persons are authorized to possess only such firearms or weapons as are specifically required for the Program, and are authorized to possess such firearms and weapons only while in their motor vehicles, transporting their firearms or weapons to and from the Public Safety Center, or while engaged in a program at the Public Safety Training Center. Unless and until authorized by a qualified instructor at the Public Safety Center Training Program, all firearms or weapons shall remain unloaded.

3. Instructors of and persons officially enrolled in and attending scheduled educational courses requiring weapon(s); however, such persons are authorized to possess only such weapon(s) as are specifically required for the course, and are authorized to possess those weapons only while in their motor vehicles, transporting their weapons to and from the physical education building, or while engaged in the course at the physical education building.

D. Any person other than those identified in Section III. C above who seeks authorization to carry a firearm or weapon on campus must apply for permission in writing to the Executive Director of Business Affairs, who would then, in consultation with the chief security person at the campus where the request is being made, request verbal clarification, written documentation, or personal interviews before rendering a decision. Permission shall be granted or denied in

writing. The terms and conditions of that permission shall be set forth in writing by the Executive Director of Business Affairs.

E. Any person who violates this Administrative Procedure is subject to:

1. An order to leave the immediate premises or property owned or controlled by the College;
2. Arrest for criminal trespass if a previous order to leave the immediate premises or property owned or controlled by the College is refused or disobeyed;
3. College disciplinary proceedings, up to and including expulsion or termination, if the person is a student, employee, faculty member, or administrator.
4. Prosecution by local, state, or federal authorities if the person is suspected of and/or in violation of local, state, or federal law.

GAF/EVB - 10/18/01
GAF/EVB – 5/20/10
Ski – 5/16/13