

Sierra College

ADMINISTRATIVE PROCEDURE

AP 7600

Community Safety Officers

Date Adopted:	12/3/2010
Date Revised:	12/12/2025
Date Reviewed:	12/12/2025
References:	Education Code Section 72330 et seq.; Penal Code Section 832 et seq.; Title 5 Sections 51028, 51102, and 59700 et seq.

Community Safety Officer's duties include, but are not limited to the primary use of de-escalation techniques in protecting persons or property, preventing the theft of District property, and reporting any unlawful activity to the District and local law enforcement. The District requires in the hiring, retention, and promotion of community safety officers that officers demonstrate a commitment to policing with a "guardian" rather than a "warrior" mindset. Community safety officers must adhere to community policing principles and evidence-based policing practices as defined in the California Code of Regulations.

The community safety officers shall cooperate with local law enforcement in accordance with an agreement to be entered into in accordance with the requirements of Education Code Section 67381. The agreement shall address, but not be limited to, the following:

- Operational responsibilities for investigations of the following violent crimes: willful homicide, forcible rape, robbery, aggravated assault,
- Geographical boundaries of the operational responsibilities, and
- Mutual aid procedures.

Every community safety officer employed or continuing in employment shall meet the requirements set out in Education Code Section 72330.5, including but not limited to:

- Completion of the latest course of training developed by the Bureau of Security and Investigative Services of the Department of Consumer Affairs,
- Submission of their fingerprints which shall be forwarded to the Department of Justice and Federal Bureau of Investigation.
- A determination that the employee is not a person prohibited from employment by a California community college district; and
- If the employee is required to carry a firearm, is not a person prohibited from possessing a firearm.

Members of community safety shall be employed as members of the classified service of the District. The employment of campus public safety personnel will be subject to the equal employment opportunity regulations.

Community safety officers must participate in regular training related to the conduct and methods of community policing, anti-bias, cultural responsibility, conflict avoidance, and de-escalation. Community safety officers shall receive community college-specific training as required by law. If an officer is required to carry a firearm, they shall also satisfy the training requirements found in the Penal Code and any other legal requirements.

The District must provide community safety officers routine mental health services and prompt referral to crisis counseling following any critical incident.

Salaries for community safety officers shall be established after appropriate negotiations with their exclusive representative. If no such unit is established, salaries shall be recommended by the Superintendent/President.

The Superintendent/President shall issue such other procedures as may be necessary for the administration of the community safety officers, which may include:

- Schedules and shifts,
- Call back procedures,
- Use of vehicles,
- Weapons practices, especially drawing weapons,
- Pursuit practices,
- Discipline procedures,
- Training,
- Use of force, and
- Responsibilities to coordinate with local law enforcement

Report Regarding Complaints

The Superintendent/President shall provide the Board of Trustees, when requested, with a report regarding complaints against community safety officers. This report must disaggregate the complainants by race, gender, religion, or any other characteristic identified by the Board.

Community Safety and Student Success

Community safety officers are required to offer contact information to individuals who are stopped or otherwise subject to a community safety officer-initiated interaction, except where doing so would pose a safety risk.

The District encourages individuals who have interacted with campus public safety personnel to submit to the District a response related to the interaction. The Superintendent/President will establish a process to solicit responses regarding the individual's perception of the interaction and the District's public safety practices, via an accessible method for all individuals to provide responses. Such responses shall be permitted to be anonymous. The Superintendent/President

shall provide to the Advisory Board an aggregated summary or otherwise anonymized version of the responses received. Retaliation against any responder, including the use of a response in a disciplinary proceeding against the responder, is prohibited. This process is separate from any disciplinary or personnel proceeding, and information, data, and records developed under this process shall not be maintained in any personnel file.

The District requires community safety officers to attend and participate in campus activities not involving a “police response” or other formal public safety-related activities, such as participating in student events when invited, in town halls, convocations, and other similar events where informal or social interactions with other campus stakeholders is possible.

Public Safety Data

The Chief of Community Safety shall record policing data metrics, including key performance indicators, track data related to traffic stops and other officer-initiated contacts; and conduct stakeholder climate surveys focused on campus public safety services. The Superintendent/President will establish a process to solicit responses regarding the individual’s perception of the interaction and the District’s public safety practices, via an accessible method for all individuals to provide responses. Such responses shall be permitted to be anonymous. The Superintendent/President shall provide to the Advisory Board an aggregated summary or otherwise anonymized version of the responses received. Retaliation against any responder, including the use of a response in a disciplinary proceeding against the responder, is prohibited. This process is separate from any disciplinary or personnel proceeding, and information, data, and records developed under this process shall not be maintained in any personnel file.

See Board Policy 7600.