

III. DEFINITIONS

- A. Ethics. Principles of honor and morality; accepted rules of conduct; principles of conduct governing an individual or group, (see p. iii California legislatively-mandated Code of Ethics of this manual).
- B. Goals. A relatively broad statement of the end or result that one intends to ultimately achieve. A goal usually requires a relatively long time span to achieve and, whenever possible, should be stated in a way that permits measurement of its achievement.
- C. Objective. An objective is an end or result that one intends to attain in order to achieve partial fulfillment of a goal. An objective is a subgoal or an element, and therefore, requires a shorter time period to accomplish than does a goal.
- D. Police Officer. Officers are California State University Department of Police Services employees appointed pursuant to Penal Code 830.2 and Educational Code 89560. The terms peace officer, public safety officer, sworn personnel, police officer, and officer are synonymous when used in this policy.
- E. Policy. A written directive that is a broad statement of agency principles. Policy statements may be characterized by such words as “may” or “should” and usually do not establish fixed rules or set procedures for conduct of a particular activity, but rather provide a framework for development of procedures, rules and regulations.
- F. Procedure. A written directive that is a guideline for carrying out agency activities. A procedure may be mandatory in tone through the use of “shall” rather than “should”, or “must” rather than “may”. Procedures sometimes allow some latitude and discretion in carrying out an activity.

IV. PROCEDURES

- A. Law Enforcement Agency Role.
 - 1. All police officers, prior to assuming sworn status, are required to take and subsequently abide by an oath of office to uphold the nation’s Constitution; enforce the laws under their jurisdiction and that of the State of California; and uphold the rules and regulations of the Trustees of the California State University system. This includes the educational mission, policies, and procedures of the California State University, Northridge (see oath of office on page ii of the Department Policy Manual).
 - 2. All non-sworn community service officers, prior to assuming their duties, are to take and subsequently abide by a declaration to abide by the laws and Constitution of the United States of America; the Constitution and laws of the State of California; the rules and regulations of the Trustees of the California State University system; and policies and procedures of California State University Northridge and its Department of Police Services. In addition, they will support the missions of the

California State University, Northridge and assist the department in gaining public safety compliance with institutional policies, rules, and regulations as specified within their position description.

3. Code of Ethics. All police personnel are required to abide by the Code of Ethics (see Law Enforcement Code of Ethics on page iii of the Department Policy Manual). All employees will be required to receive instruction and successfully complete ethics training that concerns their position dilemmas, temptations, responsibilities, and duties. For all personnel this training shall be conducted initially upon hire and annually thereafter.
4. The Department of Police Services recognizes and affirms the sanctity of human life and establishes a duty for all of its employees to intervene to either stop, or attempt to stop, another member of the department when they witness abuse of power, excessive force, sexual harassment, and other behaviors as specified within the department's policy and procedural directives that may be in violation of department policies, or local, state, or federal laws.
5. Police Department Primary Responsibilities are:
 - a. Law enforcement;
 - b. Campus security and public safety;
 - c. Protection of persons and property;
 - d. Emergency and disaster management;
 - e. Community relations and public information (in conjunction with the Public Relations Office);
 - f. Crime prevention and awareness training (community outreach);
 - g. Liaison with external police and safety agencies; and
 - h. Internal coordination of functions and responsibilities with other University departments.
6. Goals and Objectives.
 - a. Goals and supporting objectives are established for the department annually. Established goals and objectives are made available to all affected personnel.
 - b. An opportunity for input by employees in each division is included in the process.
 - c. A draft copy shall be submitted to the Chief of Police for review, comment and final approval.
 - d. The Chief of Police will notify the command staff of due dates for submission of the final version of goals and objectives.
 - e. At the end of each calendar year, each Division head shall submit to the Chief of Police a written report evaluating progress made toward attainment of the goals and objectives. Division heads shall forward these reports to the Chief of Police within 60 days of the end of the calendar year.

B. Constitutional, Statutory, and Limits of Legal Mandated Authority and Responsibilities Vested in Sworn Agency Personnel.

1. California Education Code 89560, Creation of Police Departments; The trustees may appoint one or more persons to constitute a police Department for the headquarters and for each campus of the California State University. Persons employed and compensated as members of the California State University Police Department, when so appointed and duly sworn, are peace officers. However, such peace officers shall not exercise their powers of authority except:
 - a. at the headquarters or upon any campus of the California State University, and in an area within one mile of the exterior boundaries of each campus or the headquarters, and in or about other grounds or properties owned, operated, controlled, or administered by the California State University, or by the trustees or the state on behalf of the California State University; and
 - b. as provided in Section 830.2 of the Penal Code.
2. California Penal Code 830. Any person who comes within the provisions of this chapter and who otherwise meets all standards imposed by law on a peace officer, and notwithstanding any other provision of law, no person other than those designated in this chapter is a peace officer.
3. California Penal Code 830.2 (c), Authority. The following persons are peace officers whose authority extends to any place in the state:

[6] (c) A member of the California State University Police Departments appointed pursuant to Section 89560 of the Education Code, provided that the primary duty of the peace officer shall be the enforcement of the law within the area specified in Section 89560 of the Education Code.
4. California Education Code 89561. Every member of a California State University police department shall be supplied with, and authorized to wear, a badge bearing the words "California State University Police."
5. California Penal Code 12031 (b) authorizes peace officers listed in Section 830.1 or 830.2 to carry weapons. The code section exempts officers from the following:

12031. (a) (1) A person is guilty of carrying a loaded firearm when he or she carries a loaded firearm on his or her person or in a vehicle while in any public place or on any public street in an incorporated city or in any public place or on any public street in a prohibited area of unincorporated territory.

b) Subdivision (a) shall not apply to any of the following: (1) Peace officers listed in Section 830.1 or 830.2.

C. Area of Jurisdiction

1. As defined by the Education Code, the primary statutory jurisdiction of the Department is one mile from the exterior boundaries of the campus (see campus map at the end of this policy – black lines denote exterior boundary of campus). However under the penal code as affirmed through case law, California State University police officers are considered state police officers with a law enforcement jurisdiction throughout the State of California.
2. In the California State University system, sworn personnel are authorized to respond for both routine assignments and for specific assistance (i.e., Critical Response Unit), if requested and authorized by both departments involved.
3. University police officers are authorized and are responsible for the enforcement of State laws, statutes, and ordinances. This includes the responsibility and authority to make physical arrests.
4. On occasion as directed by the Chief of Police, California State University, Northridge police officers are authorized to make periodic patrols of neighborhoods of nearby fraternities, sororities and independent living groups. Routine patrols will not be made of living groups which fall beyond one mile from the exterior boundary of the campus unless directed by the Chief of Police.
5. University non-sworn community service officers are authorized and responsible for a variety of security, public safety support, and community service functions on the CSUN campus as specified within their position description. These include services in the following areas:
 - a. **SECURITY SERVICES** – Provides security patrols of the CSUN facilities, grounds, and parking lots to protect the campus community and visitors from such hazards as fire, theft, vandalism, trespassing, and other crimes. Provides continuous assessment of campus security measures such as blue light and elevator emergency phones, CCTV cameras, lighting, landscape hazards, and building doors, locks, and related hardware; reporting deficiencies to the appropriate entity for timely mitigation.
 - b. **CAMPUS COMMUNITY SUPPORT** – Assisting campus police with special events and during times of emergency; providing general information to the public; participating in crime prevention and community engagement activities; providing safety escorts and citizen assistance; and documenting CSUN student rules and regulation violations for referral to student judicial conduct.
 - c. **PUBLIC SAFETY SUPPORT** – Providing support and assistance to university police in the prevention of and response to community concerns and public safety issues, as well as support to other administrative and operational support functions as assigned.

- d. ENFORCEMENT ACTION – Enforce university policies by seeking voluntary compliance, documenting the incident, and if necessary, requesting assistance from university police; enforce parking scofflaw violations when observed; identify and report violations of law to the university police; make private persons arrests in conjunction with the police when necessary; and document all enforcement activities and/or student conduct referral actions within the police database system RIMS.

D. Off-Campus Response

1. Whenever a request to respond to an off-campus call for service is received, consideration must be given to the nature of the call and conditions on the campus at the time of the request.
2. The police shift supervisor must approve all responses to off-campus calls for service, at a minimum (this includes requests from the Los Angeles Police Department). The Patrol Operations Commander should be notified as soon as possible. In their absence (i.e. out of town or unavailable), the Deputy Chief or the Chief of Police shall be notified. Note: This does not include routine traffic stops immediately adjacent to the campus or calls for help or assistance by law enforcement organizations.
3. Police officers who respond shall take appropriate law enforcement action for observed violations of the law.
4. In cases in which an arrest and/or crime report is not appropriate, an after action report will be prepared detailing the nature of the call and the action taken.
5. When calls are received from locations within the statutory jurisdiction of the Department involving crimes in progress and/or danger to human life, university police officers shall:
 - a. Be immediately dispatched to the scene. The dispatcher will immediately notify the appropriate law enforcement agency.
 - b. Upon arrival at the scene, university police will take action to save human life, contain the situation, and/or maintain the crime scene.
 - c. The police shift supervisor will contact the responsible law enforcement agency and determine what action they desire this Department to take. All reasonable requests, within the University Police guidelines, will be honored.
 - d. When calls are received from locations within the adjacent community that do not appear to be of an exigent nature (i.e., crimes in progress, danger to human life), the calling citizen should be requested to contact the appropriate law enforcement agency. If the citizen insists upon response from the University Police, the shift supervisor shall:

- Evaluate the call with regard to the University Police guidelines.
- If assistance can be rendered without impairing the primary mission of the California State University, Northridge Department of Police Services, the requested assistance will be provided.
- If the decision is not to respond, the complainant should be informed about the reason and requested to contact the appropriate law enforcement agency. The incident and the reason shall be entered into the dispatch log.
- 911 calls will be routed to appropriate police departments.

6. Other reasons for exercising authority off-campus are:

- a. police officer initiated activity such as traffic stops, observed crimes, traffic accidents and observed hazards.
- b. case follow-up, investigations, and service warrants;
- c. mutual aid to police or fire; and
- d. response to major regional events.

V. APPENDIX

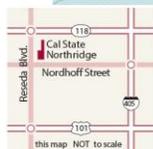
A. Area of Jurisdiction Map –December 2022 Version

- Building Name —Grid Location
- AK Addie Klotz Student Health Center —F3
 - AL Alumni Relations, Reseda Annex —A4
 - AA Asian American Activities Center —B6
 - AC Art and Design Center —D6
 - AD MFA Studios [AC]—D6
 - AG Art Gallery —D6
 - AR Armer Screening Room [MZ100]—D2
 - AR Arbor Grill —D5
 - BB Bookstein Hall —C5
 - BC The Abbott and Linda Brown Western Center for Adaptive Aquatic Therapy —F5
 - BF Baseball Field —F7
 - BH Bayramian Hall —C4
 - BL Black House —B6
 - BP Donald Bianchi Planetarium —E3
 - CC Campus Theatre [NH100]—C1
 - CC Children's Center —B6
 - CH Chicano House —D5
 - CP Central Plant —C6
 - CPS Community Policing Substation —G7
 - CC Composting Center —F7
 - CR Chaparral Hall —F3
 - CS Citrus Hall —E3
 - CSC Campus Store Complex —E2
 - CY Cypress Hall —D1
 - EA Recital Hall [CY158]
 - EA Education Administration —C5
 - ED Education —C5
 - ED East Field —G5
 - EH Eucalyptus Hall —E3
 - EU Extended University Commons —B4
 - FT Fitness Center/Nautlius —E6
 - GR Greenhouse —F3
 - GS Grand Salon —F4
 - HR High Ropes Challenge Course (HRCC) —E6
 - IA Intercollegiate Athletics Office—F5
 - JA C.R. Johnson Auditorium —D5
 - JC Jeanne Chisholm Hall/NCOD —F2
 - JD Jacaranda Hall —E5
 - JP Jogging Path— F6
 - JR Jerome Richfield Hall —C3
 - LA Kurland Lecture Hall —E1
 - KCSN 88.5 [LA380]—E1
 - LH Laurel Hall —D5
 - LL Lilac Hall —D5
 - LT Little Theatre [NH121]
 - LO Live Oak Hall —E3
 - LS Child and Family Studies Lab School —B6
 - MG Magnolia Hall —E4
 - MA Matadome [RE140]—F5
 - MH Monterey Hall —G1
 - MT Matador Hall —E6
 - MZ Manzanita Hall —D2
 - AR Armer Screening Room [MZ100]
 - NA Charles H. Noski Auditorium —C5
 - NA North Field —F6
 - NH Nordhoff Hall—C1
 - LT Little Theatre [NH121]
 - CC Campus Theatre [NH100]
 - OGB Orange Grove Bistro —F1
 - OV Delmar T. Oviatt Library —D4
 - OWC Oasis Wellness Center —F4
 - PDS Plaza del Sol Performance Hall —F4
 - PPM Physical Plant Mgmt./Corp. Yard —C6
 - PS Police Services —B3
 - RE Redwood Hall —F5
 - MA Matadome [RE140]—F5
 - RE Recital Hall [CY158]—D1
 - SB Sand Volleyball —E6
 - SB Softball Field —F6
 - SC Sustainability Center —F4
 - SC Sierra Center —C3
 - SG Sagebrush Hall —E5
 - SH Sierra Hall —C3
 - WH Whitsett Room [SH451]
 - SN Santa Susana Hall —D2
 - SO Soccer Practice Field —F7
 - SO Soccer Plaza & Field —G6
 - SQ Sequoia Hall —E4
 - SRC Student Recreation Center —G4
 - ST Sierra Tower —C3
 - TR Track —F8
 - TH Transit Station —B4
 - TH Experimental Theatre —E1
 - TS The Soraya —E1
 - YS Youngs and Soraya Nazarian Center for the Performing Arts
 - TC Tennis Courts —G6
 - UN University Hall —B4
 - UP University Park Apartments —F-G, 8-9
 - USU University Student Union —F4
 - UV University Village Apartments —G11
 - WH Whitsett Room [SH451]—C3
 - WC Women's Research and Resource Center —B6

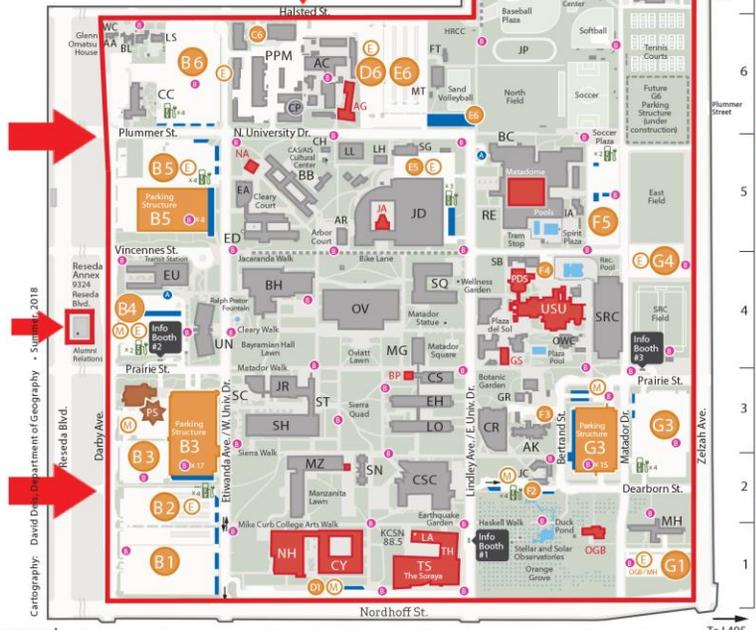
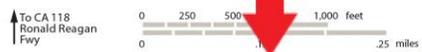
Campus Map

CSUN | CALIFORNIA STATE UNIVERSITY NORTHRIDGE

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 www.csun.edu



- LEGEND**
- Parking
 - Events Sites
 - Police Services
 - M Pay-By-Space
 - E Employee Only
 - P Parking
 - Access Paratransit Pick-up/Drop-off
 - Emergency Blue Light Phone
 - Electric Vehicle Charging Station



To US 101 Ventura Fwy | A B C D E F G | To I 405 San Diego Fwy

Cartography: David DeL. Department of Geography · Summer 2018

