Administrators Forum

Draft Security Camera Policy

October 11, 2016
The purpose of this policy is to regulate the procurement, installation, placement and use of security cameras to monitor and record public areas for safety and security.
Purpose

1. **Personal Safety** – To capture video, in the event an individual is the subject of harm or crime, that provides information or evidence of what occurred and who is responsible, and thereby deter crimes or harmful conduct toward individuals.

2. **Property Protection** – To capture video, in the case of lost, stolen or damaged property, that provides information or evidence of what occurred and who is responsible, and thereby deter property crimes or violations.
Restrictions

- Applicable Rice University Policies
- Applicable Federal and State Laws
- Audio recordings are prohibited
- Cameras may not be used in areas where a reasonable expectation of privacy exists
- Video cameras will not be used to monitor the conduct of faculty, staff, students, contractors or other visitors except as part of a legitimate investigation pertaining to the law or University policy
• Live or real-time monitoring of security cameras will be limited

• To maintain an informed University community, the location of security cameras monitored by RUPD will be published on the department web site

• Chief of Police will review all request received by RUPD to release recordings made under this policy and will consult with General Counsel and Public Affairs

VCU police seek suspect accused of grabbing woman's buttocks
Responsibilities

- RUPD is responsible for the implementation of this policy and is authorized to oversee and coordinate the use of all University security cameras, including installation and monitoring.

- All requests to install new or additional security cameras must be made through the Security Systems Manager.

Thanks to information provided by community members, the University of Massachusetts Police Department has identified the suspect of Friday’s reports.
• RUPD shall consult with the users of the facility being considered for security camera installation unless the purpose is for a confidential or criminal investigation.

• No department shall purchase, contract, install or attempt to install security cameras or recording equipment independent of this policy.
All Operators will be trained in the technical and policy parameters of appropriate camera use, including:

- Operators will receive and review a copy of this policy with the RUPD Security Systems Manager and must provide written acknowledgment that they have read and understood its content.
- Operators will not alter or augment camera angles to view private or excluded areas identified within this policy, including residential spaces or windows to such spaces.

The Austin Police Department released surveillance footage of a person of interest in the homicide of 18-year-old fine arts student.
• Operators will not monitor individuals based on characteristics of race, gender, ethnicity, sexual orientation, disability or other protected class covered by Rice non-discrimination policies. Operators in control of cameras shall only monitor suspicious behavior, without regard for individual characteristics.
• Recordings will be maintained on a secure server operated by Rice’s Information Technology Division

• Recordings will be stored no less than 30 days and no more than 60 days
Deployment strategy

Residential colleges

Academic and administration buildings
Q&A

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