

Pine Technical College Policy and Procedure Pine Technical College
Policy and Procedure

Policy Number: 116 REV 1

Date: June 10, 2003

Revision Date: 4/11/06

Division/Department: Administration

Author: Robert Musgrove

Subject: POSSESSION OR CARRY OF FIREARMS

Authorities:

MnSCU Policy

Purpose:

The purpose of this policy is to establish restrictions on possession or carry of firearms applicable to the Minnesota State Colleges and Universities System and Pine Technical College, in accordance with the Minnesota Citizens' Personal Protection Act of 2003, Minnesota Statutes section 624.714, and other applicable law.

Policy:

It is the policy of Pine Technical College to restrict the carrying of firearms on college property in order to insure a safe environment.

No person is permitted to carry or possess a firearm on Pine Technical College property except as provided in this policy.

Subpart A. Employees.

1. Prohibition. Employees are prohibited from possessing or carrying a firearm while acting in the course and scope of their employment, either on or off System property, regardless of whether the employee has a permit to carry a firearm, except as otherwise provided in this policy.
2. Licensed peace officers. Subpart 3.A.1. does not apply to employees who are licensed peace officers under Minnesota Statutes section 626.84, subd.1(c), in the official performance of their assigned employee duties.
3. Employee reporting responsibility. An employee with a reasonable basis for believing an individual is in possession of or carrying a firearm in violation of this policy has a responsibility to report the suspected act in a timely manner, unless doing so would subject the employee or others to physical harm. Reports should be made to the President or, in the absence of the President, to a College official as listed on the PTC Chain of Command policy (107). This policy shall not prohibit prompt notification to appropriate law enforcement authorities when an immediate threat to personal safety exists. Employees shall not make reports of a suspected violation knowing they are false or in reckless disregard of the truth.

Subpart B. Students.

1. Prohibition. Students are prohibited from possessing or carrying a firearm while on college property, regardless of whether the student has a permit to carry a firearm, except as otherwise provided in this policy.

2. Licensed peace officers. This policy does not apply to students who are licensed peace officers under Minnesota Statutes section 626.84, subd.1(c).

Subpart C. Visitors.

1. Prohibition. Visitors are prohibited from possessing or carrying a firearm while on System property, except as otherwise provided in this policy.

2. Licensed peace officers. This policy does not apply to visitors who are licensed peace officers under Minnesota Statutes section 626.84, subd.1(c).

Subpart D. Exceptions.

1. Parking areas. This policy does not prohibit the lawful carry or possession of firearms in a parking facility or parking area.

2. Authorized uses. This policy does not prohibit:

a.. Lawful possession or carry related to an academic use or use at a campus shooting range, such as law enforcement programs, approved in writing by the college president; or

b. Transport of an unloaded firearm directly between a parking area or parking facility and the location authorized for its use, or transport of an unloaded firearm directly between a parking area or parking facility and a storage facility provided by the college.

c. Possession or carry of a pistol by a visitor who has a lawful permit to carry a pistol pursuant to Minnesota Statutes section 624.714, subd 1a.

d. Possession of a firearm within the classroom/lab area of the Gunsmithing program for the academic or educational purposes of the program.

e. Possession of a firearm within the classroom/lab area of the machining program for the educational purposes of the Gunsmithing program. Transportation of firearms within the PTC building is limited to movement from the Gunsmithing lab to the machining lab under the supervision of an instructor.

f. Possession of a firearm on the Pine Technical College campus during the annual PTC Gun Show in February. Possession and transportation of firearms during this sponsored activity are governed by the following stipulations:

(1). Firearms must be unloaded and cased.

(2). Firearms brought into the building by vendors must be unloaded and must be brought in through designated rear entrances and checked by PTC instructors or designated students from the PTC Shooters Club.

(3). Firearms brought into the building by attendees must be unloaded, checked at the door and their mechanisms secured by PTC instructors or designated students.

(4). Vendors at the PTC gun show must sign the PTC release form and contract.

Nothing in this policy requires the college to provide storage facilities for employees' or students' weapons.

Transportation of firearms to the gunsmithing area by students or employees must be through the west outside door into the gunsmithing laboratory. Staff and students will also notify clients and customers that it is PTC policy to bring fire arms to be worked on at PTC through the east door.

Subpart E. Storage in State Vehicles Prohibited.

No vehicle owned, leased, or otherwise under the control of the College or the System shall be used to store or carry a firearm, except as related to an academic use or use at a campus shooting range, such as law enforcement programs, and as approved in writing by the college or university president for purposes under part 6.B.1.

Subpart F. Violations.

Violations of this policy by students or employees are misconduct subject to discipline, up to and including expulsion or termination.

Subpart G. Referral to Law Enforcement.

Pine Technical College may refer suspected violations of law to appropriate law enforcement authorities, and provide access to investigative or other data as permitted by law.

Responsibilities:

An employee with a reasonable basis for believing an individual is in possession of or carrying a firearm in violation of this policy has a responsibility to report the suspected act in a timely manner, unless doing so would subject the employee or others to physical harm. Reports should be made to the President or, in the absence of the President, to a College official as listed on the PTC Chain of Command Policy (107). This policy shall not prohibit prompt notification to appropriate law enforcement authorities when an immediate threat to personal safety exists. Employees shall not make reports of a suspected violation knowing they are false or in reckless disregard of the truth.

Dissemination:

Regular dissemination.

Reviewed by Leadership Team: 6/16/03, 6/30/03, 7/14/03

Reviewed by Faculty Senate: 9/8/03

Revision reviewed by Leadership Team: 4/17/06

Revision reviewed by Faculty Shared Governance: 4/11/06

Approved: _____ Date: _____
Robert L. Musgrove, Ph.D., President