

SECTION VI

DISTURBANCES OR DEMONSTRATIONS

I.	ALLOWABLE DEMONSTRATIONS	VI2
II.	DEMONSTRATIONS MOB ACTION	VI2
III.	ENFORCEMENT OF I AND II	VI2
IV.	DISTURBANCE DEMONSTRATION PERSONNEL PROCEDURES	VI3
	A. General Procedures	VI3
	B. Personnel Relations	VI3
	C. Police Relations	VI4
	D. News Media Relations	VI4
	E. Closing the Campus	VI4
V.	PHASES OF OPERATION	VI4
	PHASE ONE: RUMOR	VI4
	PHASE TWO: IMMINENT OR ACTUAL DISTURBANCE	VI5
	PHASE THREE: POLICE ACTION	VI6
	PHASE FOUR: AFTER ACTION ANALYSIS AND INQUIRY	VI7
VI.	PLANNING CONSIDERATIONS	VI8

DISTURBANCES OR DEMONSTRATIONS

Prevention of possible disturbances, through sound and relevant educational programs, and open lines of communication with students, staff, parents, and the community, is essential and should be the prime concern of the entire community.

I. ALLOWABLE DEMONSTRATIONS

Demonstrations that meet the following conditions may be allowed:

- A. Demonstrations of a peaceful nature only.
- B. Demonstrations that do not block entrances or exits of buildings.
- C. Demonstrations that do not obstruct the normal traffic flow on streets, sidewalks, or parking lots.
- D. Demonstrations that do not disturb the normal business and classes of the college.

II. DEMONSTRATIONS MOB ACTION

A demonstration that does not meet the specifications in (I) above will be considered mob action and the following actions will be taken:

- A. The Director of Campus Safety or designee will advise the President and other appropriate Vice Presidents what specifications in (I) above have been violated.
- B. If the order to disperse is not carried out in the allotted time, the President or other appropriate Vice President will be the administrator-in-charge and will instruct the participants to leave the college campus.

III. ENFORCEMENT OF I AND II

- A. In the event that the instructions to disperse are not followed, participants will be notified that further disciplinary action will be taken unless they disperse.
- B. If this final notification will not result in dispersal, the St. Peter Police Department will be notified and follow through with criminal charges.
- C. The St. Peter Police officer-in-charge or his delegated authority will sign a complaint for one of the following actions:
 - 1. Criminal trespassing.

2. Disorderly conduct.

D. The duties of Campus Safety personnel during such a demonstration are as follows:

1. Notify the Director of Campus Safety who will in turn alert the President and appropriate vice presidents.
2. The Director of Campus Safety shall notify the St. Peter Police to oversee the wellbeing of all Gustavus Adolphus College students and staff to see that all college regulations as well as state, county, and local laws are upheld.
3. Close all entrances to people who do not belong on the Gustavus Adolphus College campus. St. Peter Police will assist in this effort.

IV. DISTURBANCE DEMONSTRATION PERSONNEL PROCEDURES

A. General Procedure

Security officer(s) will notify the Director of Campus Safety who will in turn notify the St. Peter Police to prevent loss of control of the situation. The Director of Campus Safety will notify the appropriate vice presidents.

The Director of Campus Safety and the administration incharge should be present to communicate with participants and bystanders.

Normal classroom operations should be maintained as much as possible and all students encouraged to stay in classrooms.

If the disturbance is outside of a building, students should be kept away from windows.

Students and staff should be advised against leaving the building.

No student or student groups should be utilized in calming any disturbance that might place them in a situation where physical harm might occur, or that would jeopardize their normal relationship with their fellow students.

B. Personnel Relations

The faculty should be continually informed of the situation using all available means of communication.

College personnel should be encouraged to record events that occur in their vicinity with names, time and place of events, and actions taken. This information should be reported to the Director of Campus Safety.

Personnel Responsibilities

1. Administration: Responsible directly to the President or designee.
2. Faculty: Responsible to the President or designee.
3. Physical Plant Personnel: Responsible for physical plant, utilities, fire alarms, and essential equipment (until police or other law enforcement are present).
4. Support Staff: Responsible to immediate supervisor under normal conditions. Responsible for safety of essential records, and any other responsibilities that the supervisor may assign them. Caution should be taken so as to prevent injury to any support staff person.

C. Police Relations

The Director of Campus Safety will communicate with the St. Peter Police Department or other local law enforcement agencies as required.

NOTE: Campus Safety Officers should seek to alleviate the disturbance. Should a disturbance develop, St. Peter Police Department should be called for assistance.

D. News Media Relations

The Vice President for Marketing and Communication should be the only correspondent with the news media. All other faculty and staff personnel should remain silent unless authorized by the President or the Vice President for Marketing and Communication.

A room should be equipped and provided for press conferences and statements by the Vice President for Marketing and Communication.

The news media should be informed of all changes in the situation.

E. Closing the Campus

If the decision to close the campus is made by the President (or designee), all campus locations are to be notified. Notification will be made via the layered communication system as well as via available news media.

V. PHASES OF OPERATION

PHASE ONE: RUMOR

Upon receiving a rumor(s) that there may be a disturbance on campus, Campus Safety officers will:

- A. Notify the Director of Campus Safety. The Director of Campus Safety will notify the President, the

President's Cabinet, and the St. Peter Police Department of the situation.

- B. Attempts will be made to quell the rumors, possibly with the assistance of the administrators, faculty, staff and student leaders.

PHASE TWO: IMMINENT OR ACTUAL DISTURBANCE

When it appears that a disturbance is imminent or if, in fact, there is a disturbance, some feedback from selected students will be sought by Campus Safety officers.

- A. The Director of Campus Safety will ask the St. Peter Police Department to assign one or more officers to the affected area of campus to assist campus officials with the situation. The officer will:
 1. Meet with the Director of Campus Safety. It should be made clear that police intervention in this situation will be the last resort. Prior to any commitment of force, the administration must attempt to meet with the demonstrators. The administration should be advised that police intervention could well escalate the situation.
 2. Evaluate the problem and keep superiors advised of the situation.
 3. Assist campus officials in controlling the situation and take what police action is immediately needed if assistance is requested by the officer.
 4. Work with campus officials to identify the leaders of the disturbance.
 5. Advise superiors if patrol cars are needed to patrol outside of the campus and what their recommended role should be.

The initially assigned police officer shall furnish information as to the reasons for the disturbance, the number involved, and facts on just what the police will face.

- B. If an actual disturbance develops:
 1. Campus officials will advise personnel of the situation and inform them of their roles.
 2. Physical Plant personnel will be used to help seal off and contain the disturbance to a certain area(s) and will also be assigned to lock storage rooms and vital installations to prevent fires from being set and utilities from being shut off or destroyed (electrical panel rooms, boiler rooms, automatic sprinkler control valves, etc.). Personnel may also be assigned to the fire alarm pull stations to prevent false alarms.
 3. Faculty conducting classes when the disturbance begins should attempt to keep students in their class from joining the disturbance until they have been advised otherwise.
 4. Campus personnel who might answer a threatening phone call in regard to the disturbance will

follow the procedure outlined in the bomb threat guidelines in attempting to identify the caller.

5. An announcement will be made by the President (or designee) to individuals involved in the disturbance, stating that their actions are in violation of campus regulations and state laws.
Below is the Directive to Immediately Terminate Demonstration With the Assistance of Police (Identify self at the start of the announcement):

You have previously been directed to terminate this demonstration and you have been put on notice as to the consequences of your failures to do so. Since you have chosen to remain in violation of the rules and regulations of the College, those among you who are Gustavus students are temporarily suspended from the College pending a campus judicial hearing. The police will now be called to assist Campus Safety officers in identifying all present and in dispersing this assembly. Those who fail to leave immediately will be subject to arrest."

6. The decision to use police control will be made by the St. Peter Police after alternative methods have failed.
7. Preparations for the implementation of Phase Three will be made.

PHASE THREE: POLICE ACTION

If the disturbance deteriorates to the point that it is beyond the control of the campus officials and Campus Safety, then this phase will go into effect. It must be understood that if the situation is such that this phase has to be activated, then the major decisions to be made during this phase are the responsibility of the St. Peter Police officer-in-charge.

A. Procedure

1. The Director of Campus Safety will work directly with the assigned police officers to coordinate further implementation of this plan.
2. Notify the President.
3. Upon the arrival of the police officials, an announcement will be made of their presence and that the disturbing individuals are in violation of specific statutes and these laws will be enforced.
4. In conjunction with the St. Peter Police officer-in-charge, the emergency operations center may be activated on campus.
5. The Director of Campus Safety will advise those involved in the disturbance that the police do not want to use force, ask them to comply with Campus Safety and police requests, and state that reasonable measures will be used to resolve the situation.

6. If there is no compliance, all campus staff personnel should be advised to leave and to remain out of the way.
7. No one will be allowed to re-enter areas being cleared after they have been cleared.
8. The Director of Campus Safety or designee will make the following information available to the St. Peter Police officers:
 - a. Map or layout of campus.
 - b. Any history of past disturbances and any unusual problems resulting from the incident.
 - c. Suggestions as to an appropriate area where persons apprehended may be detained.
 - d. Makeup of campus population and of those involved in the disturbance.
 - e. Actions of disturbing groups and reasons given for disturbance.
 - f. Names and identities of leaders of the group.
9. St. Peter Police Procedures:
 - a. The uniformed force will be mobilized out of sight of campus property and a small group deployed in the initial encounter with the goal of peaceful dispersal without provocation.
 - b. When uniformed officers are ready, the coordinating officer(s) will insure that the an appropriate announcement is made to the college population.
 - c. Contain and quell the disturbance and provide security to the surrounding area as needed. Care must be exercised so that the dispersed group does not move into the community and cause further destruction or disturbance.

PHASE FOUR: AFTER ACTION ANALYSIS AND INQUIRY

After the disturbance has come under control, the St. Peter Police officials should meet with the Director of Campus Safety in an attempt to evaluate what actions occurred and to jointly develop a method of preventing further disruptions

- A. Immediately after the disturbance is under control, plain-clothes officers will be available to assist the administrators to maintain calm on campus.
- B. The Director of Campus Safety or designee should meet with individual employees to determine the facts regarding causes of the disturbance and suggestions of remedy.
- C. There should be a meeting of the same persons to determine any defects in the procedures that were

followed and an analysis made of any such defects. Some feedback from selected students should be sought by the campus officials prior to this meeting.

- D. There should be a meeting of Campus Safety officers and the St. Peter Police officers involved to analyze their actions, correct any shortcomings, and improve overall procedure and plans.

VI. PLANNING CONSIDERATIONS

- A. Probable areas of destruction.

1. Administration building.
2. Data processing areas and records maintenance facilities.
3. Campus Safety offices.
4. Any building where confrontation has taken place previously.
5. Utility lines (telephone, gas, electrical main switches, and exposed lines).
6. Fire protection supply lines.
 - a. Closing valves.
 - b. Opening of fire hydrants.
7. Vehicles, fire bombing, malicious destruction.