

# Asheville-Buncombe Technical Community College (A-B Tech) Policy Manual

## Policy 309: Campus Security and Abandoned Belongings

It is the policy of the Board of Trustees that the College shall strive to maintain a safe and secure learning and working environment for all students, employees, and visitors. In order to facilitate this action, A-B Tech Police will be notified in an appropriate manner when abandoned property is discovered in a classroom or in a public area on campus.

## Scope

Applies to all A-B Tech employees, students, and visitors.

## Definitions

Student: A person who is registered for, enrolled in, or attending an A-B Tech course, regardless of the course location.

Employee: A person who is hired to provide services to the College on a regular basis in exchange for compensation and who does not provide these services as part of an independent business.

Visitor: A person on the College’s premises or attending any College-sponsored activity who is not a student or employee.

## Abandoned Property:

Belongings of a student, employee, or visitor that are left in a classroom or public area on College property.

## References

Reviewed by the Executive Leadership Team, November 17, 2017

Reviewed by the College Attorney, November 20, 2017

## Owners

Vice President for Business and Finance/CFO, Ext. 7111

See Campus Security and Abandoned Belongings Procedures

Approved by the Board of Trustees on December 11, 2017.