

ARTICLE XIII: UNIVERSITY POLICE
Section 1. Authority of Outside Police
Agencies on Campus

Policy 1.1: Arrest by Outside Police Agencies on Campus
Issued: June 1, 2001

When information is received by the Police Department that an outside police agency wishes to make an arrest of a student, faculty, or staff member of Chicago State University, the following steps will be taken:

- a. Arrest with Warrant
 - 1) The Director of Public Safety will attempt to ensure that the member of the police agency has a properly executed warrant from a court with the proper jurisdiction. (Extradition by an agent from another state may require more than the court papers of that state).
 - 2) If the status of the person or persons being investigated is known, the Chief of Police will notify the appropriate Vice President that an arrest is to be made by an outside agency:
 - (a) Vice President for Academic Affairs for any faculty member concerned;
 - (b) Vice-President for Student Affairs for any student or alumnus concerned;
 - (c) Vice President for Administrative Affairs for any Civil Service staff member concerned, or where:
 - i) The status of the concerned person or persons is unknown;
 - ii) When a request for confidentiality is made by the investigating agency.
 - 3) If a time limitation prohibits advance notification, the respective Vice President shall be notified as soon as is practical.
 - 4) An assigned officer will accompany the outside agent during the process of serving the warrant and will remove the person in question from the physical location and present that person to the authorized bearer of the warrant for the actual arrest.

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- 5) The Watch Commander will ensure that a detailed report concerning the incident is submitted. The report shall include copies of all court papers and the identity of the police agent.
 - 6) The Chief of Police will notify the Director of University Public Affairs of any arrests to insure that any media requests for information are handled properly.
- b. Arrest Through Direct Pursuit
- 1) Any police agent(s) in direct pursuit of an alleged offender will be given all aid and assistance required by State statutes but will minimize any disruption of the educational process at Chicago State University.
 - 2) Any University police Officer who becomes involved in assisting in a direct pursuit situation will immediately notify the dispatcher, who will in turn notify the Watch Commander and/or Police Chief.
 - 3) The Director of Public Safety will notify the appropriate Vice President as soon as practical of the pursuit and subsequent arrest.
 - 4) The assisting officer(s) will file a detailed report concerning the incident. The report will include the identity of the alleged offender, the pursuing officer(s) and the alleged offense.
- c. Arrest without a Warrant
- 1) When information is received that an arrest has been made on University property involving either student, staff, or faculty, and that the arrest was not made with a verified warrant or as a result of direct pursuit, the Police Officer will detain the person(s) involved until proper identification is presented by the arresting officer and the identification has been authenticated.

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- 2) When this identification is authenticated, procedures in b, 1), 2), and 3) will be followed. All efforts will be made to avoid disrupting operation of the University as long as those efforts do not jeopardize the arrest.

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Policy 1.2: Case Referrals to Outside Authorities
Issued: June 1, 2001

The Chicago State University Police Department is the law enforcement agency with primary jurisdiction and responsibility to provide police service to the University community, in accordance with Chapter 144, Section 1008, paragraph 10 of the Illinois Revised Statutes.

Students, staff and faculty should report all crimes occurring on campus to the Police Department. All criminal offenses where the University and or State is the victim must be reported to the Police Department in a timely manner. In those instances where an individual (student, faculty, staff, or visitor) is the victim of a criminal offense, a report should be made to the Police Department. The victim may choose to sign a Criminal Complaint, or request to have the matter handled administratively, if such option is possible; (e.g., the Student Conduct Code.

The following procedures shall govern referral of cases to external authorities:

- a. In all instances, the first step is to notify the Police Department to ensure that a General Offense Case Report is completed by that University department.
- b. The Police Department will refer certain felony offenses, as requested by the State's Attorney, to the Area 5 Violent Crimes unit of the Chicago Police Department.
- c. Other criminal offenses may be referred to outside law enforcement agencies as deemed necessary by the Police Department in conjunction with the Office of the President and the Vice President for Administrative Affairs.
- d. These procedures have no effect upon internal disciplinary action which may be taken in addition to referral to external authorities.