

<p>The University of North Texas at Dallas Policy Manual</p>	<p>Chapter 12.000</p>
<p>12.009 University Video Surveillance Cameras</p>	<p>Campus Safety & Security</p>

Policy Statement.

The University of North Texas at Dallas is committed to protecting the safety and property of the University community while respecting the reasonable expectation of privacy of our faculty, staff, students, and visitors. In balancing these reasonable expectations and safety and security interests, UNTD places video surveillance cameras on campus where it determines is necessary and appropriate.

Application of Policy. Total University, except law enforcement.

Definitions.

1. Video Surveillance Monitoring or Recording. The act of using a video surveillance camera to observe, review, or store visual images for purposes of deterring crime and protecting safety and security.

Procedures and Responsibilities.

1. Purpose
 - i. Cameras provide a visual deterrent to crime, assist with overall security measures, and increase the potential identification and apprehension of person(s) who breach University policies and/or commit criminal acts. The use of video surveillance cameras extends the ability of the UNT Dallas Police Department when officers are not immediately available. Cameras are not a guarantee of safety; however, they can serve as deterrents and alert police to potential danger. The primary use of video surveillance cameras is for forensic purposes, that is to record images for future identification of individuals and activity in the event of violations of law or institutional policy.

2. Prohibited Use of Camera
 - i. The use of dummy or placebo video surveillance cameras is prohibited.
 - ii. Only authorized personnel may review the images from video surveillance camera data.

- iii. All requests to release video surveillance records must be reviewed by the Chief of Police. The UNT System Office of General Counsel will respond to request for video surveillance information in accordance with applicable state and federal law and university policy.
- iv. In general, the University will not permit either the installation or use of video surveillance cameras as a tool to monitor routine performance or management issues involving University personnel or the use of personal “webcam” or similar technology for surveillance purposes in offices. Employees of any department with surveillance cameras shall be notified of such installation.

3. Device Procurement, Installation, and Maintenance

- i. The installation of new video surveillance cameras, their locations, and purpose must be approved in advance by the Chief of Police. A request for video surveillance camera installation must be submitted and approved prior to the purchase of equipment.

Responsible Party: UNTD Chief of Police

References and Cross-references:

- Video Retention General Order of UNTD Police Department 8.001 (effective date 1/12/17)
- Texas Penal Code 21.15 Invasive Visual Recording

Approved: 11/11/2019

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Revised: