



OP 91.315: GUIDELINES CONCERNING THE USE OF SURVEILLANCE CAMERAS ON CAMPUS

PURPOSE

To provide uniform guidelines for the use of surveillance cameras on the campus of Mississippi State University.

POLICY

It is the policy of Mississippi State University (MSU) to allow the MSU Police Department to use surveillance cameras to deter criminal activity and aid in the investigation of its occurrence.

PROCEDURE

1. Surveillance cameras must be registered with the MSU Police Department.
2. MSU Police will operate all surveillance cameras or provide direct supervision of the use of such equipment by other persons.
3. Surveillance cameras may be operated either overtly or covertly, depending on the circumstances requiring their use.
4. The MSU Police Department will store and maintain close control over all prints, transparencies, audio/video tapes, and other records produced by surveillance cameras over which they have control. These materials shall be available only to duly authorized officials of MSU and/or appropriate law enforcement agencies in connection with criminal investigations or criminal proceedings arising out of events shown on records produced by the equipment. Materials will also be made available to authorized agencies or persons upon receipt by the Police Department of a duly issued subpoena.
5. Surveillance cameras may not be used to intrude upon the professional or personal lives of any member of the University community.

REVIEW

The Vice President for Student Affairs is responsible for the review of this operating policy every four years or as needed.

REVIEWED BY:

/s/ Regina Hyatt
Vice President for Student Affairs

09/21/2016
Date

/s/ Timothy N. Chamblee
Assistant Vice President & Director
Institutional Research and Effectiveness

09/22/2016
Date

/s/ Joan Lucas
General Counsel

09/26/2016
Date

APPROVED BY:

/s/ Mark Keenum
President

10/11/2016
Date