

Section: GENERAL INFORMATION
Subject: Weapons on College Property and in Programs/Activities
Number: HR 3341

I. Institutional Regulations

The College is committed to providing a safe, professional work environment. Possession of weapons on College property by employees, students, and others is prohibited. Violation of this procedure by employees may result in disciplinary action, up to and including discharge.

II. Definitions

1. Weapons - A "weapon" is any instrument or device designed primarily for use in inflicting death or injury upon a human being or animal, and which is capable of inflicting death upon a human being when used in the manner for which it was designed. Weapons may include, but are not limited to: any offensive weapon, firearms of any kind such as pistols, revolvers, or other guns, BB or pellet guns, knives such as daggers, razors, stilettos, switchblade knives or knives with a blade exceeding five inches in length, tasers, stun guns, or other portable devices or weapons directing an electric current, impulse, wave, or beam that produces a high-voltage pulse designed to immobilize a person, explosives or incendiaries such as bombs, grenades, or fireworks, poison gas, or simulations of any such items (devices that appear to be real such as a realistic toy, replica, paint-ball gun, etc.). A weapon may also include an object of any sort whatsoever which is used in such a manner as to indicate that the person using the object intends to inflict death or serious injury upon another person, or which is threatened to be used in such a manner, and which, when so used, is capable of inflicting death upon a human being. A weapon may also include any part or combination of parts either designed or intended to be used to convert any item into a weapon or to assemble into a weapon.
2. Possession - Actual physical control of the weapon because it is on or in the person's body or in an item of personal property belonging to the person (including, but not limited to, a bookbag, backpack, briefcase, or purse), or in a locker or other space individually assigned to the person. Possession also means that the person knows, or should know, of the presence of a weapon within a vehicle which the person owns or operates and that the person has the ability or right, either alone or with any other person, to maintain control of the weapon.

III Procedure

A. The following acts by faculty, staff, students, or others are prohibited:

1. To have possession of a weapon of any type while on DMACC property. This prohibition includes, but is not limited to, those weapons which otherwise may be carried pursuant to a valid permit issued in accordance with the Iowa weapons law.
2. This policy applies to:
 - a. All DMACC campuses, attendance centers, dining facilities, and office buildings, whether owned, leased, or rented by DMACC.
 - b. All housing owned by DMACC or that lies within the boundaries of a DMACC campus (provided, however, that residents of such housing may possess knives having a blade exceeding five inches for cooking purposes).
 - c. No DMACC location is exempt from this policy. This includes personal vehicles located on DMACC property, DMACC vehicles, DMACC walking trails, and DMACC outdoor athletic complexes.

B. Reporting suspected violations

1. Any person who observes a student, faculty, staff, or any person violating the Weapons on College Property and in Programs/Activities Procedure shall immediately inform DMACC Security (Ankeny and Urban Campuses) or Campus Provosts (all other campuses/attendance centers). In addition, the person shall promptly complete and submit a Campus Incident Report located online at <https://infopath.dmacc.edu/security/default.aspx>. Alleged violations of the Weapons on College Property and in Programs/Activities Procedure will be promptly investigated.

2. Subjecting a person to coercion or retaliation for filing a report under this procedure or for providing information regarding a report filed is prohibited.
3. Intentional filing of a false report is prohibited. An employee found to have filed a false report may be subject to discipline.

IV. Disciplinary Action

1. Subject to the exceptions listed in V below, any employee who is found to have violated the Weapons on College Property and in Programs/Activities Procedure may be subject to discipline, up to and including discharge.
2. Violations of the Weapons on College Property and in Programs/Activities Procedure may result in referral to law enforcement.

V. Exceptions

1. This policy does not apply to any certified law enforcement officer with a valid permit to carry weapons which has been issued to the officer in accordance with the Iowa weapons law and the weapons possession is within the limits of that permit, and the officer's duties require the officer to carry such weapons. This exception does not apply to military personnel (unless otherwise required by law).
2. This policy does not apply to other persons specifically authorized by the College in advance to possess a weapon on College property for a limited purpose, such as DMACC security or individuals hired specifically for security for a special event. Firearms or weapons utilized as bona fide teaching materials in DMACC credit or non-credit educational programs by DMACC employees shall be exempt from this procedure to the extent that such weapons are adequately controlled and secured by responsible employees.

APPROVED:


Executive Director, Human Resources

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