



FOOTHILL-DE ANZA  
Community College District

Book	Administrative Procedures
Section	Chapter 7 - Human Resources (including former Article 4 - Personnel)
Title	Police Department
Code	AP 6870
Status	New
Legal	Education Code Sections 72330 et seq. Government Code Sections 3300 et seq. Government Code Sections 7070 et seq.
Origin	Legally advised

**The Chancellor is delegated the responsibility to establish minimum qualifications of employment for the District Chief of Police including but not limited to the conditions contained in Board Policy (see BP 7600 Police Department).**

**Every member of the police department first employed by the District before July 1, 1999, must, in order to retain employment, meet the requirements of Education Code Section 72330.2, including but not limited to:**

- **Submission of one copy of his/her/their fingerprints which shall be forwarded to the Federal Bureau of Investigation,**
- **A determination that the employee is not a person prohibited from employment by a California community college district, and**
- **If the employee is required to carry a firearm, is not a person prohibited from possessing a firearm.**

**Every member of the district police shall be supplied with, and authorized to wear, a badge bearing words “Foothill-De Anza Community College District Police.” Every member of the college police shall be issued a suitable identification card.**

**Salaries for district police shall be established after appropriate negotiations with their exclusive representative.**

**The Vice Chancellor of Business Services, in cooperation with the Chief of Police, shall issue such other regulations as may be necessary for the administration of the district police, including:**

- **Schedules and shifts**
- **Call back procedures**
- **Weapons practices**
- **Use of vehicles**
- **Pursuit practices**
- **Training**

**The District Police shall cooperate with local law enforcement in accordance with an agreement to be entered into in accordance with the requirements of Education Code Section 67381. The agreement shall address, but not be limited to, the following:**

- **Operational responsibilities for investigations of the following violent crimes: willful homicide, forcible rape, robbery, aggravated assault,**
- **Geographical boundaries of the operational responsibilities, and**
- **Mutual aid procedures.**

CCLC NOTE: Government Code Section 7286 requires districts that have a police department, to have a “policy” (in the non-technical sense of the word) regarding use of force. This requirement is effective January 1, 2021. Districts should include a use of force guide in their local District’s police department manual or operational guideline.\*

\*The Policy & Procedure Service has information available about the minimum elements required for such a use of force guideline or inserting into the District’s police department manual. This guide may be subject to collective bargaining.

CCLC NOTE: Government Code Section 7070 requires the police department to submit to the Board a military equipment use policy prior to purchasing, raising funds for, or acquiring military equipment. This requirement is effective January 1, 2022.

#### Use of Military Equipment

The Chief of Police shall obtain approval from the Board of Trustees to adopt a military equipment use policy prior to purchasing, raising funds for, or acquiring military equipment. The Chief of Police shall submit the proposed military equipment policy to the Board of Trustees and make those documents available on the police department website at least 30 days prior to any public hearing concerning the military equipment at issue. The Board of Trustees shall consider the proposed military equipment policy as an agenda item for an open session meeting in accordance with the Brown Act.

If the police department receives approval for the military equipment use policy, it shall submit to the Board of Trustees an annual military equipment report for each type of military equipment approved by the Board of Trustees within one year of approval, and annually thereafter for as long as the military equipment is available for use. The police department shall also make each annual military equipment report available on its internet website for as long as the military equipment is available for use. The Board of Trustees shall annually review the policy and either disapprove a renewal of the authorization of the military equipment use policy or amend the policy if it determines that the military equipment does not comply with the standards set forth state law.