



THE WORLD'S PREMIER
CULINARY COLLEGE

Weapons Policy

POLICY INFORMATION

Policy#: LGL-002-R-001

Original Issue Date: 5/2012

Current Revision Date: 4-20-16

Initial Adoption Date:

RESPONSIBLE OFFICE

Title	Department
Director	Campus Safety

SCOPE

Constituency	Campus Locations
(Select all that apply)	(Select all that apply)
<input checked="" type="checkbox"/> Staff	<input checked="" type="checkbox"/> Hyde Park
<input checked="" type="checkbox"/> Faculty	<input checked="" type="checkbox"/> Greystone
<input checked="" type="checkbox"/> Students	<input checked="" type="checkbox"/> San Antonio
<input checked="" type="checkbox"/> Contractors	
<input checked="" type="checkbox"/> Visitors	

(Select a Policy Type)

Organization Policy

Legal Policy

Education Policy

Marketing Policy

Finance Policy

Technology Policy

Compliance Policy

HR Policy

Enrollment Policy

Advancement Policy

Operations Policy

TABLE OF CONTENTS:

Contents

POLICY INFORMATION 1

RESPONSIBLE OFFICE 1

SCOPE 1

A. PURPOSE 3

B. POLICY STATEMENT 3

C. AUTHORITY 3

D. DEFINITIONS 3

E. PROCEDURES 4

 Hyde Park 4

 Greystone 4

 San Antonio 5

F. RESPONSIBLE CABINET MEMBER 6

G. RELATED INFORMATION 6

POLICY HISTORY 7

A. PURPOSE

The Culinary Institute of America is committed to maintaining a safe and secure environment that is free of violence. This obligation includes eliminating recognized hazards from the campus community that may contribute to violence or serious harm.

B. POLICY STATEMENT

No individual (student, staff, or faculty member or member of the general public) is permitted to bring a Weapon or Replica of a Weapon of any kind on US College Properties. Additionally, no student, staff, or faculty member may carry a Weapon or Replica of a Weapon of any kind during College Business Travel. A Weapon includes any device defined in this policy that in the manner used or intended is capable of producing death, harm, intimidation, or bodily injury to a person or property. This policy applies to all situations, whether the Weapon is licensed or not. Only law enforcement officials acting within their official capacity shall be considered exempt from this policy.

C. AUTHORITY

[The California Gun Free School Zone Act of 1995 and Amendments](#)

[Texas Penal Code - Sections 46.03, 30.06 and 30.07](#)

New York State Penal Law Article 265 Section 265.01 and 265.01-a

D. DEFINITIONS

US College Properties: US Domestic Campus or property owned or leased by the CIA within the US It includes any temporary facilities and vehicles that the CIA uses to conduct an activity intended primarily for faculty, employees, students, contractors, or guests of the college.

College Business Travel: Any travel that is done for CIA purposes.

Replica: A copy resembling the appearance of a Weapon as defined, including but not limited to non-firing, rubber, plastic, and/or toy guns or other such objects.

US Domestic Campus: Hyde Park, NY; San Antonio, TX; and St. Helena, CA

Weapon: Weapons include but are not limited to knives, firearms or guns (including starter pistols, paintball guns, and guns that shoot projectiles such as pellets, BBs, and airsoft beads), machetes, bombs/explosives, ammunition, slingshots, clubs/bludgeons, chuka sticks/martial arts weapons, plastic/metal knuckles, electronic devices intended to stun or incapacitate (e.g. TASER), and bow and arrow combinations (including crossbows).

The following are excluded from this definition:

- a. A firearm or other Weapon in the possession of a law enforcement officer who is authorized to possess same, either on or off duty, by the employing law enforcement agency.
- b. Kitchen knives and other kitchen related equipment used to support the educational process.

E. PROCEDURES

Hyde Park

1. Any employee or student who becomes aware of a violation of this policy is required to immediately notify the Campus Safety Office.
 - *- Upon assessing any real or imminent threat, the CIA reserves the right to call outside law enforcement officials for assistance and intervention at any time.
2. The Campus Safety Office must report any student, staff, or faculty member who violates this policy to the appropriate offices.
 - a. Staff and faculty members must be reported to the Human Resources Department.
 - b. Students must be reported to the Student Affairs Office.
 - c. All infractions must be reported to the Senior VP of Finance
3. Violation of this policy is a serious offense that endangers the safety of the CIA community. Therefore, any such offense may result in the immediate termination of employment for employees or the expulsion of a student.

Greystone

1. Any employee or student who becomes aware of a violation of this policy is required to immediately notify the Campus Safety Department and/or Managing Director, Dean of Education, or Department Head at the Greystone Campus.
 - *- Upon assessing any real or imminent threat, the CIA reserves the right to call outside law enforcement officials for assistance and intervention at any time.

2. Once notified of an infraction, the individual concerned must ensure that the violation is immediately reported to the Managing Director at Greystone (or designee in the case of absence) and the AVP – Branch Campuses.
3. The Managing Director at Greystone must report any student, staff, or faculty member who violates this policy to the appropriate offices.
 - a. Staff and faculty members must be reported to the Human Resources Department at the Hyde Park Campus.
 - b. Students must be reported to the Provost and Student Affairs Office at the Hyde Park Campus.
 - c. All infractions must be reported to the Provost and Senior VP of Finance.
4. Violation of this policy is a serious offense that endangers the safety of the CIA community. Therefore, any such offense may result in the immediate termination of employment for employees or the expulsion of a student.

San Antonio

1. Any employee or student who becomes aware of a violation of this policy is required to immediately notify the Managing Director at San Antonio, Director of Education, or any Department Head at the San Antonio Campus.
 - *- Upon assessing and real or imminent threat, the CIA reserves the right to call outside law enforcement officials for assistance and intervention at any time.
2. Once notified of an infraction, the individual concerned must ensure that the violation is immediately reported to the Managing Director at San Antonio (or designee in the case of absence) and AVP – Branch Campuses.
3. The Managing Director at San Antonio must report any student, staff, or faculty member who violates this policy to the appropriate offices.
 - a. Staff and faculty members must be reported to the Human Resources Department at the Hyde Park Campus.
 - b. Students must be reported to the Student Affairs Office at the Hyde Park Campus.
 - c. All infractions must be reported to the Provost and Senior VP of Finance.
4. Violation of this policy is a serious offense that endangers the safety of the CIA community. Therefore, any such offense may result in the immediate termination of employment for employees or the expulsion of a student.

F. RESPONSIBLE CABINET MEMBER

Vice President—Finance

Vice President—Administration and Shared Services

The responsible Cabinet member is accountable for the substance of, including the provisions and requirements of, and compliance with this policy.

Department Heads and Managing Directors: Department Heads and Managing Directors ensure that all employees are aware of this policy, including the interpretation and application, and communicate the expectation for policy compliance.

Faculty, Staff, and Students: Faculty, staff, and students are responsible for understanding and following this policy and related procedures.

G. RELATED INFORMATION

POLICY HISTORY

The Policy History section of the college policy will include the president's approval date, as well as revision and review history. This information is completed after receiving the president's approval and prior to publishing the approved policy.

Policy Editorial Committee & Responsible Cabinet Member Approval to Proceed:

Policy Advisory Committee (PAG) Approval to Proceed, Date

Board Approval to Proceed (if required), Date

5-1-12

Cabinet Approval to Proceed, Date

Policy Revision Dates

4/26/16

Scheduled Review Date