



**Policy: 01-93-00**

## **Video Security Recording**

OFFICE OF RECORD: Office of the President

ISSUED BY: Douglas Knowlton

EFFECTIVE DATE: 08/09/11

APPROVED BY: Douglas D. Knowlton,

01-92-00

### **Scope**

Dakota State University uses a video security system to protect the safety and property of the University community. This policy is intended to establish the parameters for the installation and monitoring of the security system.

### **Policy**

This policy regulates the use of security devices, including video security cameras and biometric devices, which have been deployed to protect the legal, property, and privacy interests of the University and the University community. The University's use of video security devices and biometric devices is in compliance with professional and ethical standards and statutory constraints.

### **Procedures**

Installation and Compliance: Installation of video security devices and biometric devices will be approved by the President and/or designee. The university will post signs in areas where security cameras are installed, so that users of that space will understand that the cameras are in operation. This policy is not intended to limit or restrict the use of security devices installed by the University during criminal investigations. The legitimate, academic use of video or image capture activities approved by the University's Institutional Review Board for the Protection of Human Subjects is also not governed by this policy.

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Monitoring and review of stored or live video: Only authorized personnel, as determined by the President or appropriate University Vice President, will have access to stored or live video.