

Persona Non Grata

	<p>Policy identification number: To come...</p> <p>File: Other Operational Policies / Campus Police and Parking</p> <p>Persona Non Grata</p> <p>Policy summary</p> <p>This policy outlines when the College may issue a Persona Non Grata to an individual.</p>
---	---

<p>Policy Owner</p> <p>Vice President for Finance & Administration</p>	<p>Approval Date</p> <p>October 5, 2021</p>	<p>Effective Date</p> <p>October 5, 2021</p>
---	--	---

<p>Search Terms</p> <p>vpfa, p, n, persona, non grata</p>	<p>Scheduled for Review</p> <p>Fall 2025</p>
--	---

Policy Statement

1. The Fort Lewis College Board of Trustees delegated to the College President authority to adopt policies and procedures as are reasonable and necessary for the proper conduct of the operations and activities of the College. For the purpose of this policy, the President delegates responsibility for issuing Persona Non Grata (PNG) to the Dean of Student Engagement (DSE) and/or their designee, Human Resources (HR) Director and/or their designee, and/or the Chief of the Fort Lewis College Police Department and/or their designee.
2. Student disciplinary action will be handled through the procedures described in the Student Conduct Code. The term “student” means any person who is currently enrolled in undergraduate and/or graduate courses, whether full-time or part-time, was enrolled in the previous semester and/or is registered for a future semester or is a new student at Orientation.
3. Employee disciplinary action will be handled through the procedures described in the Classified Employee Handbook, Administrative Professional (Exempt) Handbook, or Faculty Handbook. The term “employee” means any person who is currently employed

by Fort Lewis College.

4. A person may be issued a PNG by the DSE, HR Director or the Chief of Police that will be in effect for a specific or indefinite period of time for all or part of the College facilities in the following situations:
 1. Use of College facilities in a manner inconsistent with the facility's purpose;
 2. Disruption of College programs, services or activities;
 3. Interference with the educational mission of the College;
 4. Threats or other behaviors that pose a risk to the safety and security of the College community;
 5. Engaging in illegal activities;
 6. Violation of a specific facility policy.

5. Procedures:
 1. The DSE, HR Director and/or the Chief of Police will review the available information in accordance with the conditions listed above. When the DSE, HR Director and/or the Chief of Police determine(s) that a PNG Notification shall be issued to an individual, the DSE, HR Director or the Chief of Police will issue the notification. A PNG Notification will include the terms and duration of any restrictions.
 2. The subject of a PNG may submit a written appeal; this appeal should explain why the PNG should be lifted or modified. The appeal must be submitted to the Vice President for Finance and Administration. The Vice President for Finance and Administration or designee will render a written decision within ten business days of the receipt of the appeal. The decision will uphold, modify, or lift the existing PNG. While the appeal is pending, the appellant must abide by the terms of the PNG already issued.

Reason for Policy

This policy is designed to maintain a safe environment for the College community. Individuals who disregard College policy or laws on the College campus may be barred from all or part of the College.

Responsibilities

For following policy: All contractors, visitors, and invitees

For enforcement of policy: Fort Lewis College Police

For oversight of policy: President and Vice President for Finance and Administration

For notification: Policy Librarian

For procedures implementing policy: Vice President for Finance and Administration, Chief Student Engagement Officer and Fort Lewis College Police

Definitions

Persona Non Grata Status: For the purposes of this policy, “persona non grata (PNG) status” refers to the subject of a PNG Notification who has exhibited behavior that has been deemed detrimental to the College community and thus is no longer permitted to frequent or be present in any or specified College locations.

Persona Non Grata Notification: For purposes of this policy, “persona non grata (PNG) notification” refers to the letter issued to the subject describing the College facilities to which the subject is denied entry and the terms and duration of any restrictions.

Consequences of Non-Compliance

The individual in violation of the terms of the PNG may be arrested by a Fort Lewis College Police Officer for trespass.

Revision History

This policy was first approved February 11, 2015 by the President upon recommendation of the President's Cabinet. This revision was approved September 23, 2015 by the President upon recommendation of the President's Cabinet. The revision (1) stated that the President delegates responsibility for making Persona Non Grata determinations to the Vice President for Student Affairs and/or the Chief of Fort Lewis College Police and (2) simplified the procedural statement for making a PNG determination and issuing a PNG notification.

Policy revised in August 2021 to reflect new organizational structure.