



RUTGERS POLICY

Section: 30.3.1

Section Title: Police

Policy Name: Police Department

Formerly Book: 5.1.2, Former Policy 30.1.2

Approval Authority: Senior Vice President for Administration

Responsible Executive: Senior Vice President for Administration

Responsible Office: Division of Administration and Public Safety

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Errors or changes? Contact: apspolicies@aps.rutgers.edu

1. **Policy Statement**

A police chief (or a person holding the title of director of police or director of public safety) is in charge of the day-to-day operations of each of the departments. Police department policies, procedures, memorandums of understanding, training requirements, collective bargaining agreements and many other aspects of the individual police departments are interdependently connected to each other. Accordingly, they require a coordinated and collaborative approach to overseeing and effectively managing those portions that are so inherently interconnected.

2. **Reason for Policy**

This unique organizational design of Rutgers' three police departments is serviced through a centralized system of support that allows all the departments to maintain independent day-to-day operational control while ensuring accountability, consistency and internal jurisdictional control over the areas where it is most important to do so. This policy outlines the reporting relationships that address this unique situation by defining what support and oversight is provided centrally while ensuring the department's day-to-day operations remain flexible, autonomous and independent.

3. **Who Should Read This Policy**

All members of the University community.

4. **Related Documents**

None

5. **Contacts**

For additional information regarding Rutgers' Police Departments, please use the appropriate information listed by campus:

- a. Rutgers Police Department- New Brunswick
<http://aps.rutgers.edu/ruptd/>
732-932-7211
- b. Rutgers Police Department- Newark
<http://publicsafety.rutgers.edu/ruptd/newark.html>
973-353-5111
- c. Rutgers Police Department- Camden
<http://ruptd.camden.rutgers.edu/>
856-225-6009

6. **The Policy**

30.1.2 POLICE DEPARTMENT

A. **Rutgers University Police Departments:**

The Rutgers University Police Departments (RUPD) operate on the New Brunswick, Newark, and Camden campuses providing the university communities with a full range of police, safety and security services. The Rutgers University Police Departments are located at:

- New Brunswick Campus
55 Commercial Avenue
New Brunswick, NJ 08901
- Newark Campus
200 University Avenue
Newark, NJ 07102
- Camden Campus
409 North 4th Street
Camden, NJ 08102

B. **Responsibilities under the Vice President for Administration and Public Safety:**

All RUPD police chiefs report to the Vice President for Administration and Public Safety (APS) for the following:

1. Overseeing the collective bargaining agreements that impact RUPD personnel
2. Coordinating and developing a collective bargaining strategy
3. Overseeing issues and decisions that could impact other bargaining unit members of the RUPD (i.e., issues that could result in the creation of precedent and/or actions that could result in the establishment of a practice)
4. Developing, overseeing and enforcing police department policies and procedures
5. Developing and maintaining Emergency Operations Plans (EOP)
6. Developing mutual aid plans between the three (RUPD) departments and other Rutgers emergency support units (Emergency Services Department, Environmental Health and Safety and the Transportation Departments)
7. Ensuring that appropriate Mutual Aid Plans with neighboring departments and units are current

8. Maintaining RUPD standards and operational procedures that provide for consistency, uniformity and interoperability of personnel and equipment while ensuring oversight and compliance with federal, state, and university policies, rules, laws, codes and industry guidelines
9. Overseeing the emergency operational practices and ensuring the Emergency Operations Plan is regularly updated
10. Ensuring regular tests of emergency management systems are conducted and making sure the necessary environmental health, emergency services department and other central support personnel are available when requested
11. Coordinating and overseeing the Accreditation process

C. **Primary Campus Responsibilities:**

The Police Chief in New Brunswick reports directly to the Vice President of APS while the Newark and Camden Police Chiefs report (directly or indirectly through channels) to their Chancellors for the following:

1. Overseeing and addressing day-to-day operational issues
2. Overseeing the departmental budgets and procurement processes
3. Providing administrative and technical assistance, direction and support
4. Coordinating the long-term and short-term planning of events (regular and special)
5. Overseeing the recruitment, hiring, personnel benefits, and payroll of department personnel
6. Determining staffing, assignments, policing methodologies, communication practices and other departmental priorities
7. Determining how safety, security and policing services are best delivered to their campuses

All Rutgers' Police Departments provide emergency response services 24 hour a day, 365 days a year and employ sworn police officers, security officers, communications personnel (dispatchers), community service officers (students) and other civilian personnel.