CERRITOS COMMUNITY COLLEGE DISTRICT

MEMORANDUM OF UNDERSTANDING
BETWEEN THE
CERRITOS COMMUNITY COLLEGE DISTRICT
AND THE
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) CHAPTER #161

Security Cameras and Use of Recordings

June 18, 2014

The Cerritos Community College District strives to provide our students and staff a safe and secure environment.

The District and CSEA Chapter 161 met and negotiated over the effect of the use of recording equipment on District property and reached the following understandings:

1. The District has and will install recording equipment for the purpose of ensuring safety, and deterring and recording criminal activity.

2. When there is a suspected incident of criminal activity, the recordings will be reviewed initially by the Cerritos College Campus Police. The sole purpose of viewing these recordings is to determine the source of or preventing criminal activity. Specifically, the recordings will be viewed from the date on which there is a reasonable suspicion of alleged criminal activity; retroactive to the date the action reasonably may have occurred (usually the period of review is not more than 72 hours).

3. The District shall provide CSEA, at least annually, with a listing of the number and location of known recording equipment to be used. An initial list of equipment will be provided by June 30, 2014. The list will be updated in good faith as the information becomes available.

4. When the District has installed recording equipment, signs will be posted to notify students, employees, and visitors that recordings may occur at the District.

5. No recording equipment will be installed where there is a reasonable expectation of privacy, in accordance with applicable law, such as bathrooms or locker rooms.

6. The District will not use recording(s) to determine promotions and transfers, to discipline CSEA bargaining unit employees, and/or evaluate employee work performance, except in the sole circumstances when the recordings reviewed prove that the employee engaged in an act of criminal activity.
MOU Security Cameras and Use of Recordings
June 18, 2014

For the District:

Mary Anne Gularte, Ed.D.
Vice President, Human Resources
/Assistant Superintendent

For the California School Employees Association Chapter #161:

Ms. Lynn Laughon
President

Mr. Timothy W. Kyllingstad
Member, CSEA Negotiation Team