

	Marquette University Police Department	
	Policy and Procedure Manual Oversight Board	
Policy: 1.7	Issued: May 1, 2015	Date Revised: N/A
WILEAG Standards: N/A		IACLEA Standards: N/A

1.7.00 **Purpose**

The purpose of this Policy is to establish the Marquette University Police Department Oversight Board.

1.7.10 **Policy**

The Marquette University Police Department (MUPD) Oversight Board is charged with the responsibility for providing advice and recommendations to the Marquette University Police Department (MUPD) Chief of Police, the Vice President for Student Affairs, the President of the University, and the Board of Trustees with respect to MUPD policies, procedures, and activities.

1.7.15 **Scope**

Not Applicable.

1.7.25 **Procedure**

A. Composition of the Board

1. Board members are designated from time to time by the President of the University and shall include:
 - a. A Chairperson who is an employee of the University;
 - b. A student representative recommended by Marquette University Student Government (MUSG);
 - c. A faculty member recommended by the Academic Senate;

- d. A Dean or Associate Dean of the University; and
 - e. Such other person(s) as the President of the University may deem appropriate.
 - f. The MUPD Chief of Police and the Vice President of Student Affairs shall also serve as ex officio members of the Board. In addition, the Vice President & General Counsel shall designate an attorney to serve as legal counsel to the Board, record minutes, and perform such other duties as may be requested by the Board. Ex officio members and legal counsel shall participate in all of its meetings without vote.
- 2. Any person who is appointed a member of the Board shall signify his or her acceptance by filing written acceptance with the Chairperson of the Board.
 - 3. Any member of the Board may resign by delivering a written resignation to the Chairperson of the Board. If a member of the Board is an employee of Marquette University, the member's appointment to the Board shall terminate upon the termination of the member's employment with Marquette University. The President shall have the authority to remove any member upon written notice to the member at any time.

B. Direction and Information from Board of Trustees

The Vice President for Student Affairs shall, from time to time, convey to the Board direction and information from the President and the Board of Trustees, as well as any other information about such changes in the University that may require consideration by the Board to determine needs for changes in the policies, procedures, and operations of MUPD.

C. Authority

The Board shall have the authority to make recommendations to the Provost and to the President of the University for action by the University with respect to the following:

1. Recommended changes to existing or proposed MUPD policies, procedures, and operations;
2. The recommended adoption of new MUPD policies, procedures, and operations;
3. An annual, confidential report to the Provost and to the President of the University concerning the policies, procedures, and operations of MUPD during the preceding year; and
4. Reviewing and, if necessary, making recommendations for the amendment of this Charter.
5. The Board shall not consider, and shall not make any recommendations concerning, the University's response to complaints of individual actions taken by MUPD police officers, although the Board may recommend changes to existing or proposed MUPD policies and procedures, or purpose new MUPD policies and procedures, based on such individual actions.

D. Records

No written records of the activities of the Board shall be created or maintained except for:

1. Meeting agendas.
2. The minutes of Board meetings.
3. The annual, confidential report to the Provost and to the President of the University.

Meeting agendas and minutes shall be made publicly available on MUPD's Web site, in the same location as MUPD policies and procedures are made publicly available.

E. Confidentiality

Board meetings shall be conducted in closed session. Each member of the Board shall enter into a confidentiality agreement that prohibits

disclosure of matters discussed in closed session, beyond what is contained in the meeting minutes.

F. Indemnification

The University does and shall indemnify all Board members against any and all liabilities arising by reason of any act or failure to act with regard to the member's activities as a member of the Board, unless such act or failure to act is due to such person's own willful misconduct (including the willful violation of applicable law or regulations) in connection with the performance of his or her duties. Such indemnification shall include, but not be limited to, expenses reasonably incurred in the defense of any claim, including attorney's fees, and amounts paid in any settlement or compromise; provided, however, that indemnification shall not occur to the extent that it is not permitted by applicable law or regulations.