## GCCC Policy Add Template

**Category:** Operational

Division:

**Department**: Click here to enter text.

Policy Title: Littering

**Policy Statement**: The GCCC campus should be an environment which is not contaminated by discarded objects and or substances (trash). Campus Police officers are authorized to issue citations to those persons littering on any campus property.

Littering defined: intentionally or recklessly depositing or causing to be deposited any object or substance into, upon, or about any property owned or operated by GCCC.

**Procedures**: Officers may warn the violator and explain the purpose of the littering procedure, or issue a citation. If a citation is issued, the officer will complete an Incident Report to document the circumstances of the offense. The fine for littering will be established by the President of GCCC. Note: The violator may choose community service in instead of a fine. If this occurs the type of community service will be determined by the Vice President of Student Services or his/her designee.

APPEAL PROCESS: Any person issued a citation may appeal to a hearing committee consisting of three representatives appointed by the Executive Vice President. Appeals must be received within (10) business days after the date of the citation or the right to appeal is forfeited.

PAYMENT OF FINES: Fines may be paid at the GCCC Business Office, Student and Community Services from 8:30 a.m. to 4:00 p.m. Fine payments can also be mailed to: Garden City Community College 801 Campus Garden City, KS 67846

**Contacts**: Campus Police Chief

Approved Date: 1/5/2015

**Policy History**: Click here to enter text.

Keywords: littering, trash

Related Form: Click here to enter text.