

ADMINISTRATIVE PROCEDURE

ADMIN-21

CAMPUS CARRY

Number: ADMIN-21	Name: Campus Carry
Purpose: This administrative procedure sets forth the procedures, duties, and responsibilities to be followed for the exercise of Concealed Carry on Marshall University's campuses.	
Responsible Unit: University Operations	
Approved by:	Approval Date:

1. General

- 1.1 Establishes the guidelines to be followed for the exercise of Concealed Carry on Marshall University's campuses.
- 1.2 Authority: W. Va. Code § 18B-2A-4; W. Va. Code § 18B-1-2, 6; W. Va. Code § 61-7-14, W. Va. Business Liability Protection Act; W. Va. Code § 18B-4-5b, Campus Self-defense Act; and Marshall University Policy GA-12 Campus Carry (UPGA-12)

2. Scope

- 2.1 This administrative procedure applies to areas of campus and buildings of Marshall University under the possession of Marshall University and does not include areas rented, leased, or under exclusive agreement for the full-time occupancy of a private entity.

3. Definitions

- 3.1 "Adequate Security Measures" means the use of electronic equipment and armed personnel at public entrances to detect and restrict the carrying of any Handguns consistent with the Concealed Carry Administrative Procedure.
- 3.2 "Concealed" means hidden from ordinary observation so as to prevent disclosure or recognition. A deadly weapon is concealed when it is carried on or about the

person in such a manner that another person in the ordinary course of events would not be placed on notice that the deadly weapon was being carried. For purposes of this Rule, a licensee is considered to be carrying on or about his or her person while in a designated University storage area or the weapon is in a motor vehicle if located in a storage area in or on the motor vehicle.

- 3.3 “Concealed Carry” means the exercise of the right to carry a Handgun by a person holding a current and valid license to carry a concealed deadly weapon pursuant to W. Va. Code §61-7-4; §61-7-4a; and/or §61-7-6a.
- 3.4 “High Hazardous and Animal Laboratories” means laboratories with:
 - 3.4.1 Greater than 55 gallons of Class I flammable liquids and/or significant quantities of acids, bases, organics, pyrophorics, peroxides, bio-hazardous materials, extremely toxic materials, or pyrophoric or toxic gases classified NFPA 704 Category 3 or higher;
 - 3.4.2 Hazardous gases with K-size or larger cylinders containing corrosive, reactive, flammable, toxic, and/or oxidizer gases classified NFPA 704 Category 2 or higher;
 - 3.4.3 MRI and/or NMR equipment capable of generating significant magnetic fields with field strength of at least 5 gauss is measured outside the equipment or 5 gauss line typically at least 3 feet and as much as 20 feet from equipment;
 - 3.4.4 Large cylinders of acetylene; or
 - 3.4.5 Animal research laboratory spaces in locations not accessible to the public or generally accessible to students and employees.
- 3.5 “Handguns” means Pistols and/or Revolvers.
- 3.6 “Marshall’s Campuses” means all areas on-campus and in the buildings under custodial possession of the Marshall University Board of Governors, and does not include areas rented, leased, or under an exclusive agreement for the full-time occupancy and use of a private entity.
- 3.7 “Organized Events” means Organized events taking place at a stadium or arena with a capacity of 1,000 spectators
- 3.8 “Pistol” means a short firearm having a chamber which is integral with the barrel, designed to be aimed and fired by the use of a single hand.
- 3.9 “Residents” means those individuals who reside full-time in the residence halls on Marshall’s Campuses.
- 3.10 “Revolver” means a short firearm having a cylinder of several chambers that are brought successively into line with the barrel to be discharged, designed to be aimed and fired by the use of a single hand.

3.11 “Sole Occupancy Office” means a room that has at least one door and walls extending to the ceiling, designated for the exclusive use of a single individual as his or her workspace. This definition explicitly excludes any space that functions as a thoroughfare or entry point to additional offices or workspaces, regardless of its assignment to an individual. Such spaces, even if primarily used by one person, do not qualify as Sole Occupancy Offices if they provide access to or are configured as reception areas leading to other occupied areas.

4. Campus Carry in Residence Halls

4.1 When Handguns are no longer in the possession of the Handgun owner and concealed consistent with W.Va. Code §61-7-2 in residence halls, Handguns must be stored in a gun safe offered by Marshall University’s residence halls consistent with the Residence Hall Guide.

4.2 Ammunition that may be stored by a Resident in residence halls is limited to ammunition that can be used by the Resident’s Concealed Carry Handgun

5. Adequate Security Measures

5.1 Minimum Security Measures

5.1.1 The minimum security measures to meet the definition of Adequate Security Measures includes the following technology/personnel at each entrance:

5.1.1.1 One (1) security wand; and

5.1.1.2 Two (2) armed security officers

5.1.2 All entrances and exits that do not have Adequate Security Measures must be:

5.1.2.1 Locked; and

5.1.2.2 Prohibited from use and access by all guests, spectators, and non-emergency personnel.

6. Sole Occupancy Offices

6.1 If there is a conflict between a student, employee, or faculty and an occupant’s Concealed Carry status in the occupant’s Sole Occupancy Office, the occupant of the Sole Occupancy Office will provide an alternative meeting method through the following:

6.1.1 Virtual meeting; or

6.1.2 Neutral meeting place

7. Organized Events

7.1 Handguns are prohibited at Organized Events regardless of Concealed Carry license status.

7.2 Each ticketed spectator must comply with the Marshall University Clear Bag Policy.

8. Course Syllabus and Notification

8.1 All faculty and/or professors who have been assigned a Sole Occupancy Office must indicate in writing in their course syllabus whether Concealed Carry Handguns are permitted in their Sole Occupancy Office.