

**Date of Board Meeting:** June 17, 2025

**Subject:** Create a new Security Officer position to be housed on the WCJC Bay City off-campus instructional site.

**Recommendation:** Approve the creation of a new Security Officer position to be housed on the WCJC Bay City off-campus instructional site.

**Background and Rationale:**

The need for a dedicated security officer at the Bay City campus is critical to ensuring the safety and security of students, faculty, and staff. Currently, the college relies on one Campus Director who oversees security operations at all locations, with no dedicated WCJC Security staff on-site in Bay City. This arrangement presents significant challenges in effectively managing safety concerns and responding to incidents in a timely manner.

With no designated WCJC security officer at Bay City, response times to security incidents are delayed, increasing risks to campus safety. While the College contracts with the local police department to provide part-time surveillance in the evenings, there is no arrangement through which a designated safety officer is regularly available during standard business hours. With the addition of the construction trades school and expansion of WCJC's footprint on the campus, a full-time security officer would enhance safety by conducting regular patrols, assisting with emergency situations, and providing a secure environment. Immediate security presence ensures quicker intervention in critical situations, reducing potential harm. Investing in a security officer will enhance protection, ensure compliance with safety best practices, and demonstrate the institution's commitment to the well-being of its campus community.

**Cost and Budgetary Support:** \$10,000 (current operating FY 2025); \$39,975 – 43,225 (budgeted FY 2026)

**Strategic Priority Alignment:**

<input checked="" type="checkbox"/> Student Success	<input type="checkbox"/> Community Impact
<input checked="" type="checkbox"/> Resource Optimization	<input type="checkbox"/> Institutional Excellence

**Resource Person(s):** Amanda Allen, Ed.D.; Executive Vice President

**Signatures:**

Cabinet-Level Supervisor

Date

**President's Approval:**

President

Date