SAN DIEGO
COLLEGE OF
CONTINUING EDUCATION

ICE Protocol Q&A Session – Questions and Responses

1. Is the meeting being recorded?

Response: Yes, the meeting is being recorded and will be available on the SIB website.

2. For the taxi service, can that be available for urgent situations?

I can imagine we would have a situation where there is an ICE scare near campus, and a student would need transportation that they didn't anticipate. What is the timeline for requesting and getting a taxi ride?

Response: Yes, the emergency transportation vouchers will be available through the COSs.

3. Is there a plan for a safety drill for evening classes?

I feel that those classes might be especially vulnerable because there are far fewer workers on campus, and offices are closed.

Response: Yes, we are working with our College Operations Supervisors to plan safety drills for evening classes. We recognize the importance of ensuring that our evening students and employees are prepared. Thank you for raising this concern and for your feedback.

4. How can I connect students with the taxi service?

Response: The emergency transportation vouchers will be available through the COSs.

5. Do we notify only if students are detained or also when the student notifies us that a family member has been detained?

Does the support also cover a student family member or only the student?

Response: At this time, we can only provide direct support to CE students. If students have family that are detained, they can be directed to ISP for referrals to community agencies.

6. Is the project to allow teachers to lock classroom doors from the inside happening at all campuses, and is there a timeline for completion?

Response: This project will be implemented across all seven campuses, beginning with a pilot at ECC due to the complexity of securing the campus.

7. Can you please define TPS and KYR?

Response: Temporary Protected Status and Know Your Rights.

8. If there's ICE nearby and the relevant COS is in a meeting, is it appropriate to interrupt them?

Response: Yes, absolutely. If there is an emergency or an immediate safety concern, it is always appropriate to interrupt the College Operations Supervisor or Dean, even if they are in a meeting. The safety of our students and employees is our priority.

9. What is the best way to notify the COS and Dean? Personal phone number, office phone, Pronto, or physically seeking them out?

Response: We will provide an email/phone contact sheet for each campus.

10. What should faculty do in the evenings when the COS is not on campus and there's a non-emergency but still urgent concern?

Response: We have evening coverage assignments. We provide the assigned administrator by campus with the appropriate contact information.

11. The "Responding to ICE on Campus" four steps say not to consent to ICE entering but to step aside if directed. Can you clarify the distinction?

Response: Our initial response is to deny access to non-public areas in accordance with AP 3415. We should resist so long as it is safe, including directing ICE to the Designated District Official (Chancellor or General Counsel). However, we need to recognize that ICE may disregard our policy. In those situations, we need to prioritize safety. For example, if an employee is standing in a doorway and ICE indicates that they will use force to move them, the employee should yield.

12. If we hear about ICE near a CE campus, should we notify the Chancellor, General Counsel, or Police, or only when ICE comes onto campus? How close is considered near?

Response: When ICE is believed to be near but not on campus, report the information through the designated communication channel (College Operations Supervisor or Dean). If ICE is on campus, report it to the Designated District Official (Chancellor or General Counsel).

If circumstances allow, notifying the appropriate COS or Dean afterward is also helpful, particularly if efforts to reach the Chancellor or General Counsel are unsuccessful.

The Mid-City campus has a document providing operational definitions for nearby activity, which can be adapted to other campuses. Generally, when in doubt, report the information.

13. If immigration officers threaten or intimidate individuals with physical force or weapons, what is the recommended course of action?

Response: If ICE is threatening to use or using force, prioritize safety and yield. This is especially important if there is any indication of the intention to use deadly force, such as firearms.

14. What are the differences between the authority of District Police and ICE? Can District Police legally intervene?

Response: College Police do not operate under any joint authority with federal law enforcement, including ICE. However, it is unlawful for College Police to interfere with or attempt to forcefully prevent ICE from carrying out its operations.

15. When notifying the Chancellor or General Counsel, is calling faster than emailing? Are emails monitored continuously?

Response: Calling is faster and more likely to receive an immediate response. It is the recommended communication method.

16. Can faculty gather students in a classroom and lock the door if ICE is outside? Can they legally refuse entry without a valid judicial warrant, or would that be considered obstruction?

Response: Yes, it is legal to shelter in place and lock doors to non-public spaces, including classrooms and private offices. Doing so is not obstruction.

A proper judicial warrant granting access overrides this protection. Under AP 3415, only the Chancellor or General Counsel can determine whether the warrant is valid and permits access to the specific non-public location.

17. Should the Student Immigration Detention Reporting and Support Procedures email address (SDCCEStudentSupportReports@sdccd.edu) be used only by faculty and staff, rather than shared directly with students?

Response: This is an operational issue within SDCCE leadership's discretion. The recommendation is not to share the reporting email with students, but instead to assist students by submitting reports on their behalf when appropriate.

18. Are there District guidelines or Board Policies regulating the formation of volunteer campus safety patrols?

Response: There is no known policy or guideline specifically authorizing or prohibiting volunteer safety patrols. However, there are concerns regarding scope of work, compensation, job classifications, wage and hour laws, safety, and training.

Volunteer safety patrols are not recommended, as existing reporting protocols and campus personnel should be sufficient to identify and address credible threats.

19. Can ICE response training be incorporated into new employee onboarding?

Response: There is no legal prohibition against including ICE response training in onboarding, although it is not legally required.

20. Could the college invest in faculty developing instructional materials to help students identify ICE activity and distinguish credible reports from misinformation?

Response: Rather than training students to determine which threats are credible, the recommendation is to use the existing reporting process and allow COSs and other designated personnel to assess reports according to established protocols.

Faculty may reasonably filter out clearly unrelated reports, such as activity occurring far from any campus. However, when there is doubt, the information should be reported so the established assessment process can take place.