Background:

The James Building has been the site of numerous burglaries during the past 18 months resulting in thousands of dollars in losses to CBU due to theft and property damage.

The University has taken steps to mitigate further losses by installing a CCTV camera system, Intrusion Detection System and designating hours of operation.

BUILDING HOURS:

- Monday-Friday 6:00am- 10:00pm
- Saturday- 8:00am-2:00pm (CBU POST area only)
- Sunday- Closed

AFTER HOURS ACCESS:

RESPONSIBILITY OF PERSONS REQUESTING ACCESS:

Those persons who have university business and require access to the building outside of Normal Hours shall do the following:

1) Contact the Department of Public Safety by calling 951.343.4311.

2) Identify him/herself to the Public Safety Officer on duty.

3) Identify the area of the building which he/she would like to access.

4) Present CBU ID Card to the Public Safety Officer upon request.

5) Call Public Safety at 951.343.4311 when official business is completed so system can be re-activated.

* Note: Only the specific area where access is requested will be deactivated. The system will remain activated in all other areas and travel into these areas without prior notice to Public Safety may result in sounding of the alarm.