

PERSONA NON GRATA STATUS – VISITORS POLICY

APPROVED BY POLICY COMMITTEE 2/26/2024

Effective Date 2/26/2024

(Impact Area – Dept Name) SUNY Morrisville *Morrisville Campus *Norwich Campus *EOC	(General Subject Area) SAFETY	(Specific Subject Area)
	Author: University Police	Supersedes Policy #
Relates to Procedure #	Impact:	
Legal Citation (if any):		
SUNY MORRISVILLE		

A. Policy Statement:

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Under certain circumstances outlined in this policy, visitors to the SUNY Morrisville campus may be issued letters signed by the Chief of Police declaring them persona non grata (PNG) and barring them from entering onto or being in any property owned or operated by SUNY Morrisville.

B. Definitions:

1. Visitor – Any person that is not currently registered as a student nor currently employed by the State University of New York at Morrisville. This includes employees of outside contractors working on campus.
2. Penal Law Crime – This shall include misdemeanors and felonies listed under the New York State Penal Law.

C. Visitors arrested for a Penal Law Crime:

Visitors arrested for a penal law crime will be issued a PNG Letter in accordance with the following procedure:

1. The shift Lieutenant or designee will personally deliver or certified mail the PNG letter to the defendant and advise them of the following:
 - a. The defendant will be advised that they are subject to arrest for Criminal Trespass if they return to any property belonging to the State University of New York at Morrisville.
 - b. The defendant will be advised that any communication regarding their persona non grata status should be communicated in writing to the Chief of Police.
 - c. The defendant will be advised that they may petition for a return of campus privileges by writing to the Chief of Police.
2. Copies of the PNG letter will be sent to the Chief of Police, the Office of Student Rights and Responsibilities, the Registrar's Office, the Human Resources Office, and the Morrisville Auxiliary Human Resources Office. A copy of the PNG letter will also be added to IMPACT records management system.

D. Additional situations where PNG may be issued:

A PNG letter may be issued at the direction of the College President or Chief of Police or designee in circumstances such as:

1. A person who has previously been issued a PNG letter.
2. A person who has injured another person.
3. A person in possession of any weapon.
4. In other unusual circumstances when recommended by a Lieutenant, and at the direction of the Chief of Police or his designee or the Coordinator of Student Rights and Responsibilities or their designee.

Contact Information

University Police
1st Floor, Brooks Hall
Morrisville, NY 13408

Phone: 315-684-6410