

## UPDATED:

### **New Building Hours & Card Access Improvements**

\*These changes are part of our on-going review of our Campus Emergency Procedures & Preparedness Plans.

Throughout the next few weeks, you will notice changes to the way in which you are able to access campus buildings. Public Safety will be designating main entrances to campus buildings and with the help of Facilities Management providing focused lighting as well as surveillance cameras on these areas. This will assist us in creating safer spaces for the Augsburg Community. In addition to our focused security efforts, we have installed card access on main building entrances. Card access has been recently installed in areas of Christensen Center, Old Main, Music, Foss, Sverdrup, Science, and the Ice Arena. Public Safety will begin to lock the academic building entrances after normal peak business hours. Students, Faculty, and Staff will continue to have access to buildings throughout the evenings using a “fob”. This allows easier access to Faculty, Staff, and Students during non-peak hours when the buildings may have fewer classes or events happening within. Many in our campus community already use a fob to access their residence hall, the fitness center, or other secured areas on campus. The fob is simply swiped at an access reader and the door momentarily unlocks, allowing for access. The benefits of this system are two-fold:

- Augsburg students, faculty, and staff can gain entry to the facilities in which they need to do their work on a more consistent basis.
- The entrance will be well lit and frequently used; safer for those coming and going in the quieter hours.

Augsburg Students, Staff, and Faculty who do not currently have an access fob may request one at [www.augsburg.edu/dps/locksmith/](http://www.augsburg.edu/dps/locksmith/). Access to restricted areas within a dept must be requested by the Key Authorizer for the area. A list of authorizers can be found online. Access to general community spaces such as the fitness center can be requested by any faculty, staff, or student. Please allow at least two business days for us to process the request. Once you have received a confirmation e-mail that the request has been fulfilled, your fob can then be picked up at the Public Safety Dispatch desk in the Urness/Mortensen lobby with your photo ID. We appreciate your assistance in these changes. Please let us know if you have questions or concerns.

#### **UPDATED Timeline:**

- Now-Sept 3rd. Those who do not currently have a fob or access card, should request one through the online request form at [www.augsburg.edu/dps/locksmith/](http://www.augsburg.edu/dps/locksmith/)
- Sept 4th. New campus building hours will take effect.

Buildings will be unlocked and open from 6:45AM to 7PM Mon- Sat, Sundays 10AM to 7PM.

Augsburg Community members with a fob will have access to academic buildings from 6:45AM to 11PM daily, with the exception of holidays when the campus is officially closed.

The Christensen Center and the Lindell Library will continue to be open until the building closes, rather than having limited access after business hours. These buildings will continue to be public buildings, open and available to our surrounding community to use. Athletic Facilities will also continue to publish their own schedules, available at:

[http://athletics.augsburg.edu/sports/2011/5/12/facility\\_hours.aspx?id=184](http://athletics.augsburg.edu/sports/2011/5/12/facility_hours.aspx?id=184)

**What about event groups using our campus?** Event groups who have scheduled to use our building space after business hours can continue to do so. Those being sponsored by an on campus person, dept, or group should meet their attendees at the entrance of the building to welcome them in. External groups, not sponsored by an on campus person, dept, or group can access the building by calling Public Safety.