

ERAO Special Session

Regarding Legislative Changes Related to Carrying Guns on Campus

Troy Lane, Associate Vice Chancellor Public Safety and Chief of Police

June 16th, 2016

Plant Biotech Building, Rooms 156 & 157

Introduction of Speaker – Dr. Mary Lucal, Associate Vice Chancellor Human Resources

Dr. Lucal introduced Associate Vice Chancellor & Chief Lane and thanked him for agreeing to address the Employee Relations Advisory Organization (ERAO).

Presentation - Troy Lane, Associate Vice Chancellor Public Safety and Chief of Police

Chief Lane stated that he would discuss the legislative process that led to this change in legislation, the legislation itself (<http://utpolice.utk.edu/wp-content/uploads/sites/48/2016/06/pc1061.pdf>), and the UT policy corresponding (http://policy.tennessee.edu/safety_policy/sa0875/).

Prior to working at the University of Tennessee Chief Lane worked in another state which was considering similar legislation allowing individuals to carry weapons on higher education campuses. It was therefore no surprise when he arrived at UT and the state legislature was considering such a change. Chief Lane is a member of the Tennessee Association of Chiefs of Police. This organization was very interested in this legislation and having a place at the table in the discussions.

The legislative process saw the full gambit of gun carry options discussed. Everything from open carry to the resulting legislation which allows concealed carry with certain restrictions was considered during the process. Chief Lane and others realized that the bill was likely to pass this year. Those who had concerns regarding changes to this legislation had to decide whether it was better to push back against the legislation altogether or to participate in the dialogue and try to have an impact on the final product. Law enforcement was largely against the proposed bill but was open to discussion.

The decision to participate in the process yielded results. The legislation that passed was the most responsible route. Faculty and staff that are full time (as defined by UT policy at http://policy.tennessee.edu/hr_policy/hr0105/) are eligible to carry concealed weapons with the proper state permits and registration through UTPD. Some of the items in the bill were encouraging to law enforcement. The registration process is not typical with such legislation on the state level. Such restrictions are typically not popular with gun rights groups.

There is one major misconception related to this legislative change. The bill is not a new statute. It is an amendment to current statutes that prohibit concealed carry of handguns on higher education premises. Higher education institutions have now been exempted from this statute with the amendment to the legislation.

There was one important question that law enforcement asked during the legislative process. They asked if this change to legislation was a gateway to further opening of carry of weapons on

campuses. The main concern was whether the legislature might open up carrying of weapons to students. The legislature was not clear on this. Some representatives stated that this was not their intent, but others were less clear. Chief Lane shared in the press conference held earlier today that he is not in favor of allowing guns in the hands of students on campus.

One of the key points of the legislation is the establishment of a notification process. Employees with a state permit to carry concealed handguns must notify the appropriate law enforcement entity with jurisdiction. In the case of UT Knoxville this is UTPD. This allows for UTPD to create its own process for employees to notify of their intent. If the University creates a process so cumbersome that few employees will register the legislature will be notified. This would most likely lead to further legislation regarding concealed carry on campus. UTPD has created an easy process for employees to register. Registration will begin Monday (June 20th) morning. Employees with the proper identification and carry permits will be able to register in as little as 5 minutes. The employee will need to bring their faculty or staff UT id, driver's license, and their Tennessee state handgun permit to register.

Legislation also includes certain areas of campus in which carrying is still prohibited (see attached map). Prohibited areas include:

- Auditoriums
- Child development centers
- Mental and physical health services centers
- School sponsored events

There will have to be further scrutiny of these terms and what they mean exactly. An example of such issues is Clarence Brown Theatre. It would be acceptable for a Theatre employee to carry a concealed weapon at the theatre when no shows or events are taking place. However, if they carried their weapon while a play was going on they would be in violation of policy.

One question that UTPD expects to receive is, "What do I do if someone has a gun and I don't know if they are permitted to?" Chief Lane stressed that employees should contact UTPD immediately if they have concerns. UTPD will follow up.

Questions:

Rick Gometz asked if a list of registered employees would be available to the wider campus community. Chief Lane answered that such a list will not be available. The individuals on the list can only be shared with other law enforcement agencies. The legislation prohibits other disclosure of registered employees. Chief Lane went on to state that he would not release the list without a court order due to the clear intention of the legislation.

Dr. Robert Nobles inquired if a supervisor can ask an employee if they are carrying a weapon. Chief Lane answered that supervisors are prohibited from asking employees if they are carrying a weapon. UTPD cannot compel an employee to disclose this information.

Dr. Nobles went on to ask if there were any prohibitions in the legislation related to carrying handguns in laboratory settings due to safety concerns. Chief Lane shared that nothing in the legislation prohibits carrying in laboratory areas. UT has also considered OSHA and other concerns related to these spaces. Nothing has been found which prohibits carrying in lab spaces. Of course, it is not the best case for

employees to carry a concealed weapon in most lab spaces due to safety concerns. UTPD hopes that employees will be responsible in such situations. If the employee reveals their weapon they will be in violation of the statute and UT policy.

Tom Anderson asked if UT could address this issue by creating policy prohibiting carrying in laboratory spaces. Chief Lane shared that UT cannot add restrictions beyond what is laid out in statute.

Donna Hurst asked if an employee with a permit for a weapon they intend to keep at home should consider registering. Chief Lane shared that there is no need to register unless the employee intends to carry the weapon on campus.

Chief Lane shared that one question he continues to receive relates to how many employees are expected to register. UTPD has no idea what kind of response to respect.

Teddi Keefer stressed the concern related to employees carrying weapons who may not have appropriate training in use of the handgun. Ms. Keefer asked if training would be offered in use of approved weapons or if resources for training would be shared with employees who register. Chief Lane stated that this concern is shared by UTPD. Safety training will be offered and encouraged. However, training in use of the weapon will not be offered by UTPD. Marksmanship is not the concern. The concern is that employees know how to safely maintain and carry their weapon while on campus. The legislation allows for law enforcement entities to establish training, but training is not mandated.

Ms. Keefer went on to ask about other weapons on campus. She specifically inquired about knives and whether this new policy had any impact on such weapons. Chief Lane shared that the legislation is specific to hand guns. The current standard for knives is based on University Housing regulations which restrict acceptable knives to 3 inches or shorter. This issue would need to be addressed separately. The registration requirement for hand guns does not apply to knives.

David Ownby asked if other UT System campuses and institutes were involved in the policy development process. Chief Lane shared that he was very involved in the development of the policy and forms involved. The Office of General Counsel was involved in the process. The policy was also vetted by appropriate parties. The Tennessee Board of Regents (TBR) policy will differ slightly from the UT System policy.

Lori Ownby asked if employees in their probationary period will be allowed to carry handguns or if they will have to wait until they pass the 6 month period. Chief Lane stated that there is no such differentiation in the legislation.

Leslie Valentine asked if UT would be able to carry out psychological evaluations on employees who carry guns on campus due to the fact that employees come in contact with students. Chief Lane answered that this would not be possible. UT cannot add restrictions beyond what the bill lays out. The assumption by the legislature is that the state carry permit process has sufficient screening.

Cheryl Smith asked whether employees who work at 50% would be eligible under this legislation to carry a hand gun. Chief Lane stated that only full time employees are eligible. Dr. Lucal added that the designation full time is based on UT policy.

Rick Gometz asked what an employee should do if their job required them to sometimes carry out work in areas where hand guns are prohibited. Chief Lane shared that legislation allows for employees to lock

their gun in their car in such situations. Issues related to UT employees carrying a weapon who travel to other state institutions and agencies as part of their job are still being worked out.

David Ownby asked about the employee's status if they enroll as a student. Chief Lane shared that while they are enrolled as a student they cannot carry their hand gun on campus. Employees can register now if they have their state permit and intend to carry their weapon on campus. Once they are enrolled they will not be able to have their weapon on campus. If they do they will be in violation of state statute and UT policy. Mr. Ownby asked if the employee would have to register again once they completed their course. Chief Lane responded that employees would not have to follow up with UTPD unless their state permit status changes. In that case they are required by law to notify UT. Lori Ownby asked if enrollment in online courses was different than enrollment in a course on campus. Dr. Lucal shared that online courses are not considered the same as other courses, but credit and non-credit courses would make an employee ineligible to carry a concealed weapon on campus.

Synthia Clark asked for clarification regarding the prohibition to carry in areas related to health services. Ms. Clark understood that health services had to be the primary activity for this prohibition to apply. She inquired whether this applied to the building as a whole or certain areas or offices in buildings. Chief Lane stated that the intent of the law is prohibiting carrying in the building. A map is available (attached to minutes) showing the buildings with prohibitions in place. UT is still exploring whether placards or other signage might be helpful in some areas.

Renee Johnson asked whether the registration applies to UT Knoxville only or to other higher education institutions in the state. Chief Lane said that this was an excellent question. If a UT employee is doing business on another UT System campus they can carry their weapon if they have registered. The registration applies to the person not the weapon. (Update: Chief Lane clarified that the employee would be required to register with the law enforcement agency with jurisdiction over the other campus as well. For example, if a UTK employee wanted to carry at UT Chattanooga (UTC), they could do so, but they would have to be registered with both UTK and UTC police.)

John Goddard asked about the sponsored events prohibition. Mr. Goddard asked how events such as 4-H camps through the UT Institute of Agriculture (UTIA) would be affected. Chief Lane shared that there are many issues that will need to be worked out. Chief Lane is also responsible for the UT Space Institute (UTSI) as well. Registration will be collected at Tullahoma and then submitted to UTPD for processing. Training is still being worked out for UTSI.

Pam Roach asked whether an employee could leave their hand gun in a locked desk at work. Chief Lane answered that the weapon must be on the employee's person at all times. For example, an employee who keeps their hand gun in their purse must keep the purse on their person at all times. If the employee leaves their purse in their office while they go to the restroom they will be in violation of policy even if they lock their purse in a drawer or cabinet. The main concern with carrying guns on campus is possible theft of weapons. If a weapon is stolen UTPD will notify the state regarding the theft and the carrier will be submitted in the report.

Chief Lane went on to state that there will be employees who are not in favor of the legislative change who will be looking for violations of the statute and policy. They will be seeking issues to report to UTPD.

Pam Roach asked what an employee should do if they are at an event such as a play at Clarence Brown Theatre and they become aware of a weapon. Chief Lane stressed that UTPD should be contacted immediately.

Chief Lane addressed what an employee should do in an active shooter or other similar situation. If an incident occurs the employee should lock themselves and their coworkers in an office or other space and protect the group. Employees should stay out of the way of UTPD officers who are responding to an active shooter situation.

Jeff French asked how often the safety training would be offered. Chief Lane answered that UTPD is trying to schedule the training to accommodate employee schedules. There are issues of confidentiality for example if an employee has to ask their supervisor for time away from work to take the training. Kayla Kirkland asked whether the training would be only for permit holders or if others could attend if they were interested. Chief Lane answered that only permit holders would be allowed to attend the training. Confidentiality is one main reason for this. If the classes were open to all interested there are concerns regarding media interference.

Armintha Loveday shared that the Institute for Public Service's new location has signs posted stated that no weapons are allowed on the premises. Ms. Loveday asked if these signs would need to be removed due to the change in statute. Chief Lane shared that it would be best if the signs were removed to avoid confusion. However, visitors to UT premises are still prohibited from carrying weapons. Amy Bruner asked if the signage at dorms on campus should be changed as well. Chief Lane answered that due to the fact that students are still prohibited from carrying weapons on campus it might be beneficial to keep the signs posted. However, staff would need to be made aware that the prohibition did not extend to them.

Tom Anderson inquired about possible impact of camps and other activities carried out on campus. Chief Lane shared that while on UT property the statute applies. The restrictions would have to be reviewed. If UT employees work at a location where the space is leased the property owner has the right to prohibit weapons on the property.

Cheryl Smith asked whether employees would be allowed to carry additional ammunition with the handgun on campus. Chief Lane stated that as long as the ammunition was concealed the employee would be within the law. Renee Johnson asked if the employee would have to keep the ammunition on their person like the handgun. Chief Lane stated that the main concern with bringing ammunition on campus is the possibility of theft. It is not prohibited in the policy, but it is discouraged.

John Goddard asked whether employees would be allowed to carry multiple weapons under the statute. Chief Lane stated that the statute restricts the weapons carried to a handgun. The assumption is that the intent was one weapon.

Dr. Lucal asked about the statute's prohibition for employees to carry their weapon in a disciplinary action meeting or performance review. Chief Lane shared that concerns have been raised in these situations. Chief Lane shared that he handles such issues with police officers who carry weapons and he has not had issues. Questions are expected on this portion of the statute. The Office of General Counsel has weighed in on this matter. If an employee has no idea they are being called into a meeting for disciplinary action the statute will be difficult to enforce. In such situations the employee should be

aware that they are entering such a meeting so that they have the opportunity to place their weapon in their locked trunk to abide by the statute and policy. Supervisors should also communicate the new statute and policy as part of the notification process. Chief Lane shared that UTPD is expecting a related issue. With the possibility of an employee carrying a concealed weapon there may be an increase in the number of requests for officers at disciplinary meetings. There are not sufficient officers to be present at each of these meetings. Chief Lane requested that unless there are real and specific concerns departments refrain from making such requests. Also, UTPD cannot disclose the identities of employee's who have registered, so supervisors cannot call before a meeting to ask about the employee in question.

John Goddard asked about the prohibition related to UT sponsored events and how such events were defined. Chief Lane stated that the current session is considered a UT sponsored event in one sense. However, it is not taking place in an auditorium, arena, or other covered space. If the event is student sponsored then carrying is prohibited.

Dr. Robert Nobles asked what happens to employees when violations occur. Chief Lane stated that violations will be reported to the appropriate authorities related to the statute violation and Human Resources will be contacted regarding the policy violation.

Donna Hurst asked if an employee would be in violation if they have a state permit but do not register with UT. Chief Lane answered that this would violate the statute. UTPD is a 24 hour, 7 day a week operation and employees will be able to register at any time.

Teddi Keefer raised the possibility of an employee using their weapon in an active shooter situation. Ms. Keefer asked if this would be considered a violation of policy and the statute. Chief Lane stated that while this would be a violation of both policy and statute no action would be taken against an employee protecting themselves and others.

Bonnie Maples asked if UT is planning on posting signage around campus to clarify the changes. There are concerns about visitors to campus or employees misunderstanding the details of the statute. Chief Lane shared that such signage has not been discussed.

Amber Turner asked if an employee while enrolled in a class and temporarily ineligible to carry their weapon on campus could lock their gun in the trunk of their car per other state statute. Chief Lane stated that this would be allowed under state law as long as the employee made sure the weapon was not visible. Ms. Turner shared that former military employees on campus have complained about the new statute and the restrictions placed on carrying weapons. Chief Lane shared that there has long been confusion regarding retired military and the rights to carry concealed weapons. Such individuals will be bound by the statute and policy.

Synthia Clark inquired whether pepper spray is allowed on campus. Chief Lane answered that it is allowed.

Jeff French asked if the changes will impact the Reserve Officers' Training Corps (ROTC) on campus. Chief Lane shared that ROTC can only carry weapons while supervised and carrying out ROTC business. As students they have no ability to carry concealed weapons on campus.

In summation, Chief Lane encouraged employees to contact UTPD if they have questions or are interested in registering. Employees must notify UTPD of any changes in status while they are

registered. This includes a name change, expiration of state carry permit, etc. While this is a change for campus Chief Lane is confident that UT will be fine.

Questions and Answers About UT Safety Policy 0875 – Firearms

Background

1. Why has the University of Tennessee adopted a firearms policy?

UT adopted SA0875 in response to state law Public Chapter 1061, which generally allows full-time employees to carry a concealed handgun on certain University property if they have a valid handgun carry permit.

2. Is UT's policy consistent with state law?

Yes. The policy informs employees about how UT applies Public Chapter 1061 and other firearm laws. Because multiple laws apply, UT policy clarifies when an employee may and must not legally carry or possess a firearm on University property.

Eligibility to Carry

3. Who is eligible to carry a handgun on UT property?

Under Public Chapter 1061, only full-time UT employees with valid handgun carry permits may carry only handguns and only on certain UT property, assuming:

- They are not enrolled as students (refer to question 6); and
- They notify the law enforcement agency with jurisdiction over the UT property on which they will be carrying a handgun (refer to question 7).

NOTE: These employees are called “eligible employees” in these questions and answers.

Full-time employees are those scheduled to work 40 hours in a workweek.

4. Who may not carry a handgun on UT property?

The following individuals are not permitted to carry handguns on UT property, unless expressly permitted by Tennessee law:

- Part-time UT employees (those scheduled to work less than 40 hours in a workweek)
- UT students
- UT volunteers
- Visitors to UT property
- Lessees of UT property
- Employees of contractors working on UT property

Tennessee law prohibits the individuals listed above from carrying a handgun on UT property but allows individuals with handgun carry permits to transport and store a firearm or firearm ammunition in their private motor vehicle while on or utilizing a parking area as long as:

- the firearm or ammunition is kept from ordinary observation if the individual is in the motor vehicle; or
- the firearm or ammunition is kept from ordinary observation and locked within the trunk, glove box, or interior of the individual's motor vehicle or a container securely affixed to such motor vehicle if he/she is not in the motor vehicle.

5. What types of weapons may eligible employees carry?

Only handguns.

6. I am a full-time employee with a valid handgun-carry permit and also enrolled as a student. . . .

- **at the UT campus where I work. May I carry a handgun on another UT campus, such as UT Chattanooga?**

No.

- **at an institution that is not part of the UT System (e.g., a TN community college). May I carry a handgun on UT property?**

Yes, if you meet all of the other requirements of [Section 3\(b\)](#) of the policy.

- **in an online course/degree/certificate program offered through UT. May I carry a handgun on UT property?**

Yes, if the academic offering is delivered exclusively online with no requirement for you to appear on UT property to complete the course and you meet all of the other requirements of [Section 3\(b\)](#) of the policy.

- **in a non-credit course offered through UT's Non-Credit Program. May I carry a handgun on UT property?**

No.

Registration with Law Enforcement

7. **Which law enforcement agency should eligible employees contact to indicate their intent to carry a handgun on UT property?**

Prior to carrying a handgun on UT property, eligible employees must provide written notification to the law enforcement agency or agencies with jurisdiction over the UT property on which they will be carrying a handgun (e.g., a UT campus law enforcement unit, a county sheriff's office, or a municipal law enforcement department).

8. **Are eligible employees required to complete firearm training offered by a law enforcement agency?**

No, but UT encourages employees to complete such training.

9. **Are eligible employees required to notify law enforcement of changes in their employment, student or permit holder status?**

Yes, if required by the law enforcement agency with which the employee registered.

Manner of Carrying

10. **Do handguns have to be concealed when carried on UT property?**

Yes. Eligible employees shall not carry a handgun openly or in any other manner in which the handgun is visible to ordinary observation by a reasonable person.

11. **What if someone gets a glimpse of my handgun?**

Eligible employees who have otherwise complied with [Section 3\(b\) of SA0875](#) generally will not be found to have violated the policy if they inadvertently allow another person to see their handgun (e.g., an employee's coat opens in the act of raising their arm to ask a question and a handgun is seen). Purposely showing another person one's handgun violates the policy.

12. **I keep my handgun in my purse. When I leave my office, am I allowed to leave my handgun in my purse in a locked desk drawer?**

No. You are required to keep it with you at all times, unless you are entering a location on University property where carrying it is prohibited. In that case, you should secure the handgun in your motor vehicle and store it in compliance with [Section 3\(a\)](#) of the policy.

Times and Locations

13. **May eligible employees carry a handgun. . . .**

- **on all UT campuses, institutes and other UT properties across the state, including UT property at which the employee is not primarily employed (e.g., another UT campus)?**

Yes, if, prior to carrying the handgun, the employee provides written notification to the law enforcement agency or agencies with jurisdiction over the UT property on which the employee will be carrying a handgun. The employee must provide written notification to the law enforcement agency or agencies in compliance with each applicable law enforcement agency's policies and procedures concerning notification of the intent to carry a handgun on UT property.

Example: An eligible employee whose primary job duties are on the UT Martin campus and who has a valid handgun carry permit may carry a handgun on the UT Knoxville campus if the employee notifies the UT Police Department in Knoxville.

- **on UT property when they are *not* working for the University?**

Yes, if the employee meets all of the other requirements of [Section 3\(b\)](#) of the policy.

Example: An eligible UT employee may carry a handgun on the UT Knoxville campus on a football game day if: (1) prior to carrying the handgun, the employee provides written notification to the UT Knoxville Police Department; (2) they are not under the influence of alcohol or any controlled substance or controlled substance analogue; and (3) they do not carry the handgun into Neyland Stadium, which is a prohibited location outlined in the law.

- **on property that is *not* owned, controlled or used by UT when they are working for UT?**

No, if the employee is acting within the course and scope of UT employment, unless the employee is transporting and storing the handgun in the employee's privately-owned motor vehicle in a parking area or on public roadways. The policy defines "parking area" as property provided by a business entity, public or private employer, or the owner, manager or legal possessor of the property for the purpose of permitting invitees, customers, clients or employees to park privately owned motor vehicles.

Example: A UT employee, while acting within the course and scope of UT employment, attends a conference in Clarksville, Tennessee, hosted by Austin Peay State University. The UT employee shall not carry a handgun during the conference because Tennessee law prohibits a UT employee from carrying a handgun on property owned by APSU, but the employee may store a handgun in the employee's privately-owned motor vehicle in a parking area.

- **on property that is *not* owned, controlled or used by UT when they are *not* working for the University?**

[SA0875](#) does not apply to employees when they are not working for UT and are not on UT property. In that situation, employees who are handgun carry permit holders have the same rights Tennessee law provides handgun carry permit holders.

- **in a UT vehicle?**

Yes, if the eligible employee meets all of the other requirements of [Section 3\(b\)](#) of the policy. However, eligible employees should keep in mind that they are not allowed to leave a handgun in a UT vehicle. As a result, eligible employees who are using a UT vehicle to travel to a location at which firearms are prohibited (e.g., a K-12 school) should not carry a handgun with them in the vehicle unless they have a plan to store the firearm outside the UT vehicle (e.g., with law enforcement).

- **in a UT classroom?**

Yes, if the eligible employee is not enrolled as a student and meets all of the other requirements of [Section 3\(b\)](#) of the policy.

- **in a UT laboratory?**

Yes. However, UT discourages eligible employees from carrying a handgun in laboratories in which the negligent discharge of a firearm would create the risk of serious physical injury or illness because of the nature of the materials present in the facility (e.g., pathogenic materials, high-pressure/cryogenic/flammable gases) or in which the presence of strong magnets requires the

prohibition of metallic objects in such facilities. Eligible employees who use the exception in Public Chapter 1061 to carry a handgun should also be mindful that they are not immune from personal liability with respect to use or carrying of the handgun.

o **in a UT office that is located on property that UT is leasing from another entity?**

Yes, unless the property owner has prohibited the carrying of firearms on the property.

o **at a UT meeting held on property that UT is renting from a private property owner (e.g., hotel conference room)?**

Yes, unless the private property owner has prohibited the carrying of firearms on the property.

Example: A UT employee, while acting within the course and scope of UT employment, attends a UT-organized meeting being held in a hotel conference room in Murfreesboro, Tennessee. The employee shall not carry a handgun if the hotel has posted a notice prohibiting firearms on its property.

14. If there is an auditorium or gymnasium within a UT facility (e.g., university center; student recreation center), may an eligible employee carry a handgun in other parts of the facility when a UT-sponsored event is taking place in the auditorium or gymnasium?

Yes, if the employee meets all of the other requirements of Section 3(b) of the policy.

15. May a full-time faculty member carry a handgun while they are teaching a course?

Yes, if the faculty member meets all of the other requirements of Section 3(b) of the policy.

16. Are student intramural and club sport games “University-sponsored events”?

Yes, which means that employees shall not carry handguns at those events.

17. What if I’m unsure whether I can carry a handgun at a certain time or location?

Eligible employees should seek clarification by:

- o Referring to SA0875;
- o Referring to the maps provided by UT’s law enforcement agencies; or
- o Contacting the law enforcement agency with jurisdiction over the UT property and/or event in question.

By issuing SA0875, UT is using its best efforts to inform employees about where they can carry handguns. However, because Tennessee’s criminal law generally prohibits possessing and carrying firearms on UT property, employees should direct questions not answered by UT publications or personnel to a personal attorney *because it is each employee’s responsibility to know and comply with the law.*

Exemption Regarding Disciplinary Meetings

18. Employees are prohibited from carrying a handgun in a meeting about a disciplinary matter. What meetings does that cover? Which employees are covered?

UT expects employees to refrain from carrying a handgun to a meeting at during which the employee knows or reasonably should know that an employee or student disciplinary matter will be discussed. The prohibition applies to all employees present during the meeting, including employees who are initiating the discussion (e.g., supervisors) and employees for whom discipline is being discussed.

19. If an eligible employee is asked to attend a disciplinary meeting, what should the employee do with his/her handgun?

If the employee knows or reasonably should know that discipline of an employee (including him/herself) will be discussed, then the employee should either:

- o Take the handgun to his/her motor vehicle and store it in compliance with Section 3(a) of the policy; or
- o Contact the appropriate law enforcement agency so that the handgun may be safely stored during the disciplinary meeting.

20. If an eligible employee is asked to attend a meeting and an unanticipated disciplinary matter arises during the meeting, what should the employee do with his/her handgun?

The employee may ask to be excused from the meeting to store the handgun in his/her private vehicle or contact the appropriate law enforcement agency so that the handgun may be safely stored during the disciplinary meeting. The employee is not required to announce the reason that they need to be excused from the meeting.

Interactions with Other Employees

21. May a supervisor tell or ask eligible employees not to bring a handgun into the office?

No, unless a supervisor merely is advising their employees on situations in which [SA0875](#) prohibits the carrying of handguns (e.g., in a disciplinary meeting).

22. May a supervisor request a list of employees who have notified law enforcement that they intend to carry a handgun?

No. The identity of employees who have notified law enforcement that they intend to carry a handgun is confidential under Tennessee law.

23. May an employee disclose to another employee that he/she is carrying a handgun?

Employees should use good judgment and discretion in sharing or publicizing such information, keeping in mind their responsibilities for concealing the weapon. Also, employees should be mindful that threatening another employee may be a violation of UT's Code of Conduct for employees and may be a crime.

24. May an employee ask another employee if they are carrying a handgun?

Supervisors shall not ask employees they supervise (i.e., in their line of supervision) whether they carry a handgun.

UT policy does not prohibit employees from asking other employees if they are carrying a handgun. However, UT policy does not require an employee to answer the question unless they are asked by a law enforcement officer. No adverse employment action shall be taken against any employee because that employee carries a handgun or who chooses not to disclose to another UT administrative employee whether they are carrying a handgun.

25. What should I do if another UT employee tells me that they are carrying a handgun?

It does not violate UT policy for one employee to tell another employee that they are carrying a handgun. However, you may contact a law enforcement agency with jurisdiction over UT property if you are concerned that the employee is violating the UT's policy on firearms. The law enforcement agency will review whether that the employee is eligible to carry a handgun on UT property, and if not, take appropriate action.

26. What should I do if I am concerned that someone is violating UT's policy on firearms?

Please contact a law enforcement agency with jurisdiction over the property. The law enforcement agency will review whether the employee is eligible to carry a handgun on UT property, and if not, take appropriate action. Emergencies should be reported to law enforcement by calling 911.

27. May individual faculty or staff members post signage that prohibits handguns in their offices or classrooms?

No.

Other Questions

28. How are handgun carry permits obtained?

The Tennessee Department of Safety and Homeland Security administers the handgun carry permit program. Visit tn.gov/safety/article/handgunmain for more information.

29. Who is eligible to obtain a handgun carry permit?

The Tennessee Department of Safety and Homeland Security administers the handgun carry permit program. Visit tn.gov/safety/article/hgqualifications for more information about who is eligible to obtain a handgun carry permit.