

Policy on Workplace Violence & Threatening Behavior

Effective Date: 10/03/2022

Revision History:

1/28/2014

Reason for Policy:

The purpose of this policy is to address the issue of potential workplace violence in the Barnard community, prevent workplace violence from occurring to the fullest extent possible, and set forth procedures to be followed if such violence occurs.

Who is Responsible for This Policy:

Responsible Office: Human Resources
Tel: (646) 745 - 8350
hr@barnard.edu

Who is Governed by this Policy:

All members of the Barnard Community, including staff, faculty, students, alumnae, vendors and visitors.

Policy Statement:

Barnard College is committed to maintaining the safety and security of all members of the Barnard community, including faculty, staff, students, alumnae, vendors, contractors, sub-contractors and visitors. The College will not tolerate from any employee or individual hired to provide services for the College any act of violence or behavior that is perceived to be violent or threatening that causes a disruption to the work environment and/or leads a reasonable person to fear for their physical safety. College employees and those working on behalf of the College are expected to adhere to this policy at all times, on or off the campus, when they are officially representing or acting on behalf of the College, conducting College business and/or attending College-sponsored or financed activities.

Any act of violence or threatening behavior toward another individual(s) will result in immediate disciplinary action that may include removal from the workplace and/or termination of employment.

An employee who is found to have committed violent or threatening behavior may also be required to participate in an assessment and/or professional counseling through the College's

Employee Assistance Program as a condition of continued employment. Failure to cooperate with a required assessment or treatment plan may also result in further disciplinary action, up to and including termination. The College also reserves the right to initiate criminal/civil prosecution, depending on the severity of the actions.

Violent or threatening behavior includes the following:

1. Physical attacks – e.g., fighting, hitting, shoving, inappropriate touching, throwing objects, whether or not this results in harm to person or property
2. Intimidation – e.g., angry or hostile behavior intended to frighten or control; loud and inappropriate language or physical activity
3. Bullying, aggressive language or actions with the intent of humiliating, intimidating, or demeaning another individual
4. Threat – verbal or physical intent to perform a harmful act; may include verbal, electronic or written threats to harm self or others
5. Stalking¹ — harassment by electronic, physical, verbal or written communication; physically following or inducing emotional or psychological harm to another individual
6. Property damage – intentional destruction of College property or property belonging to another
7. Weapons – possession of a weapon; intent to do harm to oneself or others with a weapon.

This policy prohibits workplace violence that occurs across any form (e.g. physical, verbal, online/electronic, visual, etc) and may include behavior that occurs off campus when the behavior causes an unsafe work environment.

WEAPONS

Barnard College prohibits the unauthorized possession or use of weapons, explosives, and dangerous materials on its premises or in conducting its business, unless specifically authorized by the Community Accountability, Response & Emergency Services (CARES) Department. Employees should report violent or threatening behavior, suspicious activities or persons, and other prohibited conduct immediately to a manager or supervisor, and/or the CARES Department.

REPORTING

All employees of the College are required to report any incidents of violence or threatening behavior without fear of retaliation from managers or co-workers. Employees are encouraged to be as specific and detailed as possible when making a report. If in doubt, please contact the CARES Department or the Office of Human Resources, or use the [online](#) report link to make a confidential report. Employees should not attempt to intervene during an active threatening

¹ Stalking allegations may be more appropriately addressed under the College Policy Against Discrimination & Harassment

incident, nor place themselves in a possibly dangerous situation, rather call for assistance. If you believe you are in immediate danger on campus, contact the Emergency Line at 212-854-6666. Barnard College will take all appropriate and available steps to protect individuals who fear that they may be subjected to retaliation. Barnard and any member of Barnard's community are prohibited from taking or attempting to take adverse action for the purpose of interfering with any right or privilege secured by law or policy, or because the individual has made a report or participated in an investigation with the College.

THREAT ASSESSMENT COMMITTEE

The Threat Assessment Committee is comprised of representatives from the CARES Department, Office of Human Resources, Dean of the College, Office of Provost, Health Services, Office of General Counsel, and Campus Operations. The committee can be convened, in whole or in part, to review incidents, analyze behaviors and make recommendations regarding safety of the campus and workplace. Members of the committee will be responsible for communication of workplace, and determining appropriate responses to reports of potentially threatening or violent behavior.

RETALIATION

All employees and students are protected from retaliation for filing a report in good faith or assisting in an investigation under this policy.