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| Policy Name: | Policy on Campus Violence | | |
| Associated Form(s): | N/A | Policy Number: | 2023-14 |
| Reviewed: | Non-Academic Policy Committee | Approved: | August 17, 2023 |
| Approval Authority: | President <i>Ausan I Parish</i> | Adopted: | August 28, 2023 |
| Responsible Executive: | 1.Vice President for Operations and Facilities 2.Chief of Staff 3.Vice President for Student Affairs | Revised: | November 2017 |
| Responsible Office: | 1.Office of Safety and Security 2.Office of Human Resources 3.Office of Student Affairs | Contact: | 1. Executive Director of Safety and Security 2. Executive Director of Human Resources 3. Associate Dean of Student Affairs |

I. Policy Statement

Mercy University is committed to providing a safe and secure environment for all community members, including faculty, staff, students, vendors and visitors. The University will not tolerate any act of violence or behavior that is perceived to be violent or threatening from any member of the University community. This Policy was created to prevent, reduce, and manage violence on all Mercy University campuses and workplaces to ensure a safe environment for community members to live, learn and work.

II. Campus/Workplace Violence Defined

Campus/Workplace violence is any behavior that is violent, threatens violence, bullies, harasses or intimidates others, interferes with an individual's legal rights of movement or expression, or disrupts the workplace, the academic environment, or the University's ability to provide a safe community environment. Examples of campus/workplace violence include, but are not limited to:

- A. Disruptive behavior intended to disturb, interfere with or prevent normal work or educational activities (such as yelling, using profanity, verbally abusing others, or waving arms and fists);
- B. Physical attacks, such as stabbing, slapping, punching, hitting, pushing, shoving, inappropriate touching, or throwing objects;
- C. Intimidation or threats, which are intentional acts that cause a person to fear that they are in danger of injury or other harm;
- D. Bullying, which is aggressive language or actions with the intent of humiliating, intimidating, or demeaning another individual;
- E. Stalking,¹ which is harassment by electronic, physical, verbal or written communication, or physically in a manner that is likely to cause reasonable fear of material harm to the physical health, safety or property of a person;
- F. Use of any weapon or instrument in a threatening manner; and
- G. Possession of the following weapons: firearm, electronic dart gun, electronic stun gun, gravity knife, switchblade knife, pilum ballistic knife, metal knuckle knife, cane sword, billy, blackjack, bludgeon, plastic knuckles, metal knuckles, chuka stick, sandbag, sand-club, wrist-brace type slingshot or slungshot, shiriken or "Kung Fu star." In certain circumstances, an exception can be made to the possession of a firearm for a carrier who possesses a permit and with valid reason shown, if there is advanced written approval by the Vice President for Operations and Facilities.

¹ Stalking is also prohibited under the *College's Policy and Procedures Relating to Sexual Misconduct*. Any other act involving harassment or violence of a sexual nature is covered under the *Sexual Misconduct Policy*.

III. Reporting Procedures

It is the responsibility of every member of the campus community to take violence or threat of violence seriously and to immediately report campus violence or threats of violence to the appropriate campus officials or law enforcement authorities, as set forth below.

Students, faculty, staff and their visitors are urged to promptly report emergencies, criminal activity, accidents, unsafe situations, and suspicious activity to Campus Safety at (914) 674-9999 (x9999) and by calling 911. If the situation is of an extreme or life-threatening nature, please contact 911 immediately and then follow up by contacting Campus Safety so that preparations can be made for the arrival of municipal first responders. In addition, incidents can be reported to any uniformed Campus Safety officer. A crime victim who does not wish to pursue action either through the institution or the criminal justice system may still voluntarily file a confidential report describing the details of the incident. Depending on the circumstances of the crime, the option exists to file a report while maintaining the confidentiality of the reporter. The purpose of a confidential report is to allow the complainant to maintain confidentiality while still allowing the University to take steps to ensure the safety of the community. A confidential report also allows the University to compile accurate and complete crime statistics for the purpose of making timely warning reports and publishing annual statistics. In exceptional circumstances, where it is not possible to fully guarantee the confidentiality of the complainant, the complainant will be so advised. The University strongly encourages campus mental health counselors who deem it appropriate to inform persons whom they are counseling of the procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

Emergency numbers at the respective campuses/worksites are:

- Dobbs Ferry/Tarrytown and all University locations: (914) 674-9999 (x 9999)
- Bronx campus: (718) 678-8983 (x 8983)
- Manhattan campus: (212) 615-3319 (x 3319)

IV. University Action

Upon receipt of a complaint regarding any violation of this Policy, if the Executive Director of Campus Safety is satisfied that there is not an imminent threat to the University community that needs to be acted upon immediately, then the University's Concern-Assessment-Response-Evaluation (CARE) Team will convene as soon as practicable to make a determination regarding the appropriate action to take against the employee or student in light of the seriousness of the allegations.

If the CARE Team determines that a violation of the Policy has occurred, then it will refer the matter for disciplinary action to the appropriate Office (Human Resources for employees and Student Affairs for students). Disciplinary action for violations of this Policy may include immediate removal from the campus, termination of employment in accordance with the

appropriate Collective Bargaining Agreements, Faculty Handbook and other University policies and procedures for employees, and up to suspension or expulsion for students in accordance with the Student Handbook. The matter can also result in referral to law enforcement authorities.

The CARE Team should also refer to the University's *Involuntary Medical Withdrawal Policy* concerning students with a mental health or other disability who pose a direct threat to the health and safety of others or disrupts to learning or working environment of the University,

V. Obtaining Immediate Medical Attention and Emotional Support

In addition to making a prompt and accurate report as per the above, Mercy encourages anyone who experiences Campus Violence to seek medical attention as necessary. In addition, individuals who have experienced or witnessed Campus Violence are encouraged to seek emotional support. On-campus resources for students, at no cost, include a nurse/nurse practitioner and registered nurses at the Dobbs Ferry campus and licensed mental health counselors at the Dobbs Ferry, Bronx and Manhattan campuses. Students and employees are encouraged to contact the Office of the Director of Title IX/Equity Compliance in the case of sexual violence, discrimination, or harassment. Employees may contact the Office of Human Resources to obtain information regarding the Employee Assistance Program (EAP), which provides short-term counseling services.