



Policy Name:	Policy on Campus Violence		
Associated Form(s):	N/A	Policy Number:	2017-9
Reviewed:	Non-Academic Policy Review Advisory Council	Approved:	November 16, 2017
Approval Authority:	President <i>Tim Hall</i>	Adopted:	<i>11/22/17</i>
Responsible Executive:	<ul style="list-style-type: none"> 1) Vice President for Operations and Facilities 2) Chief of Staff 3) Vice President for Student Affairs 	Revised:	N/A
Responsible Office:	<ul style="list-style-type: none"> 1) Office of Safety and Security 2) Office of Human Resources 3) Office of Student Affairs 	Contact:	<ul style="list-style-type: none"> 1) Executive Director of Safety and Security 2) Executive Director of Human Resources 3) Assistant Dean of Student Affairs

I. Policy Statement

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

II. Campus Violence Defined

Campus 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 College's ability to provide a safe community environment. Examples of campus 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, sand bag, sandclub, wrist-brace type slingshot or slungshot, shirken 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.

A. Imminent or Actual Violence

Any person who experiences or witnesses imminent danger, or actual violence or threats of violence involving weapons or personal injury should call Campus Office of Safety and Security immediately, or 911.

Emergency numbers at the respective campuses are:

- Dobbs Ferry campus: (914) 674-9999 (x 9999)
- Bronx campus: (718) 678-8983 (x 8983)
- Manhattan campus: (212) 615-3319 (x 3319)
Yorktown: (914) 455-2174 (x 2174)

B. Non-Imminent Violence Under this Policy

Any person who experiences or witnesses campus violence as defined in this Policy should report the incident as soon as practicable, either to Campus Safety and Security, or to a supervisor (if an employee) or to Student Affairs (if a student).

C. Commission of a Crime

In the event that a crime was committed, individuals are encouraged to report the incident to the local law enforcement authority and/or to the Office of Safety and Security, who will assist the reporting individual in making a criminal complaint.

III. College Action

Upon receipt of a complaint regarding any violation of this Policy, if the Executive Director of Safety and Security is satisfied that there is not an imminent threat to the College community that needs to be acted upon immediately, then the College'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 non-faculty employees, Provost's Office for faculty, 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 College 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 College'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 College,

IV. Obtaining Immediate Medical Attention and Emotional Support

Mercy encourages anyone who experiences Campus Violence to seek medical attention as soon as practicable by calling 911 or going to the closest emergency room. 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 at the Yorktown Heights campus can call (914) 888-5150 to schedule an appointment for counseling services. Employees are encouraged to contact the Office of Human Resources to obtain information regarding the Employee Assistance Program (EAP), which provides short-term counseling services.