

# Workplace Violence Policy

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## I. PURPOSE

Goucher College is committed to providing a safe and secure workplace for all employees. To promote safety in the workplace and to reduce the risk of violence, all employees and students should review and understand all provisions of this Workplace Violence Policy.

## II. SCOPE

This policy applies to employees, students, vendors, contractors and visitors at all college-owned, controlled or leased premises, and at any location at which college business is conducted, or at which employees, vendors, contractors or visitors represent the College, including while attending off-campus meetings, events and conferences, participating in study abroad or other international programs or while riding in vehicles being used to conduct college business.

## III. DEFINITIONS

**Threat Assessment Team:** For concerns about student or visitors, a team consisting of representatives from Campus Safety, Residential Life, Student Life, Student Counseling, and the Provost's Office assembled to prevent, identify, assess, and manage situations that may pose a threat to the safety and well-being of the campus community. For concerns about faculty or staff, a team consisting of representatives from Campus Safety, Human Resources, Student Counseling, and legal counsel assembled to prevent, identify, assess, and manage situations that may pose a threat to the safety and well-being of the campus community

## IV. PROHIBITED CONDUCT

Goucher College does not tolerate any type of workplace violence committed by, or against, employees or other individuals. Employees, students, vendors, contractors and campus visitors are prohibited from making threats or engaging in violent activities. The College also prohibits the possession of weapons on campus. Please consult the [Weapons Policy](#), for specific information related to weapons on campus.

Workplace violence includes, but is not limited to:

- A. Causing or threatening to cause physical injury to another person.
- B. Displaying aggressive or hostile behavior that creates a reasonable fear of physical injury to another person.
- C. Intentionally damaging employer property or property of another individual on campus.

D. Possessing a weapon while on college property or while conducting college business.

## **V. REPORTING PROCEDURES**

In an emergency, when any individual is at risk, the reporter should first call 911, and then the Office of Campus Safety, at 410-337-6112.

Any potentially dangerous situation that does not pose an imminent risk must be immediately reported to a supervisor and the Office of Human Resources (410-337-6135), who will refer the matter to the appropriate office, which may include the Office of Campus Safety, the Title IX Coordinator, and/or the [Threat Assessment Team](#). Students' concerns will fall under the [Student Code of Conduct](#) process.

Information about how to recognize and report concerning behavior on the part of employees, students or visitors can be found on the college's [Threat Assessment Team](#) webpage. The team responds to behaviors exhibited by students, employees, visitors, and others prior to a critical incident in an attempt to prevent violence, so that Goucher remains a safe and secure working and learning environment.

The College will promptly and thoroughly investigate all reports of threats of (or actual) violence and of suspicious individuals or activities. The identity of the individual making a report will be protected to the extent possible. In order to maintain workplace safety and the integrity of its investigation, the College may place employees on administrative leave, either with or without pay, pending investigation.

## **VI. RESOURCES FOR VICTIMS OF WORKPLACE VIOLENCE**

Employees who believe they may be at risk of experiencing violence on- or off-campus, including but not limited to domestic or relationship violence, should notify the Office of Human Resources for assistance. The Office of Human Resources will work with the College's Title IX Coordinator and Office of Campus Safety to develop a safety plan and to provide support for the employee. Confidentiality will be maintained to the greatest extent possible, while providing such support. See Appendix A for a partial resource listing.

Students who believe they may be at risk of experiencing violence on- or off-campus, including but not limited to domestic or relationship violence, should notify the Office of the Dean of Students for assistance.

## **VII. ENFORCEMENT**

Acts of workplace violence will not be tolerated. Any employee determined to have committed such acts will be subject to disciplinary action, up to and including termination. Non-employees engaged in violent acts on the College's premises will be reported to the proper authorities.

## **VIII. RESPONSIBLE OFFICE**

The office responsible for administering this policy is the [Office of Human Resources](#) for faculty and staff and the [Dean of Students](#) office for students.

## **IX. HISTORY**

Updated August 2020; June 2024.

# Appendix A

## Resources for Victims of Workplace Violence

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### GOUCHER COLLEGE RESOURCES:

**BHS Employee Assistance Program (EAP)** – employees may access the College’s EAP, which provides high-quality short-term problem resolution, behavior and mental health support to employees – anytime, anywhere. The EAP also provides childcare, eldercare, legal and financial services to help employees find support in and out of the workplace. (Company Code: Goucher)

- Phone: 800-327-2251

**Gopher Help** – access Goucher College resources for emergency assistance, safety escort requests, and more.

- Download CampusShield from your mobile phone App store, then search Goucher College

### COMMUNITY RESOURCES:

#### **Baltimore County Crisis Response System (BCCRS), Behavioral Assessment Unit**

- [Mobile Crisis Team](#) – A specially-trained police officer is paired with a licensed mental health clinician to provide emergency police response to persons in need of crisis intervention, assess individuals in need of services, offer resources and referrals, and complete emergency petitions when warranted. A Crisis Hotline (410-931-2214) is available to those in crisis, 24 hours a day, seven days a week.
- Baltimore County Government information sheets on [Child Abuse](#), [Family Violence](#), [Workplace Violence](#), and [Domestic Violence](#).

[Chana](#) – provides services to Jewish victims of domestic violence.

- Phone: 410-234-0030

[Cyber Civil Rights Initiative \(CCRI\)](#) – support related to nonconsensual pornography, recorded sexual assault, and sextortion.

- 24-Hour Hotline: 844-878-CCRI (2274)

[House of Ruth](#) – a comprehensive domestic violence center.

- 24-Hour Hotline: 410-889 – RUTH (7884) (línea en español – oprima 8); help is available in every language.
- Legal Hotline: 888-880-7884

[Love is Respect](#) – offers support, information, and advocacy to young people with questions or concerns about their dating relationships, as well as information and support to concerned friends and family members. Online chat is available.

- 24-Hour Hotline: 866-331-9474 (Text LOVEIS to 22522\*)

**The Network La Red** – support for survivors of intimate partner violence in the LGBTQIA, BDSM, and polyamorous communities.

- 24-Hour Hotline: 800-832-1901

**1 in 6** – support for male survivors of sexual assault, including scheduled online support groups facilitated by a counselor.

- 24-Hour Chat: <https://1in6.org/helpline>

**Rape, Abuse & Incest National Network (RAINN)** – anti-sexual violence organization offering support for survivors of sexual assault.

- 24-Hour Hotline: 800-656-HOPE (4673)
- Live Chat: [www.rainn.org](http://www.rainn.org) or [www.rainn.org/es](http://www.rainn.org/es) (en español)

**Sexual Assault Legal Institute (SALI)** – offers comprehensive legal services to survivors of sexual violence.

- Phone: 301-565-2277

**TurnAround Incorporated** – counseling, support groups, legal and other advocacy for survivors of intimate partner violence and sexual assault.

- Phone: 443-279-0379

**Victim Information Notification Everyday (VINE)** – notifies victims when offenders are released from incarceration as well as protective order services.

- 24-Hour Phone: 866-277-7477

**Women’s Law Center of Maryland** – the Custody Project provides information and referral for victims of domestic violence and assists with custody and divorce cases. The **Multi-Ethnic Domestic Violence Project (MEDOVI)** – assists foreign-born victims of domestic violence or sexual assault to obtain legal status in the United States. The **Protection Order Advocacy and Representation Project (POARP)** – provides free protective order legal advice and representation and an emergency walk-in legal clinic for victims of domestic violence.

- Phone: 410-321-8761
- MEDOVI Phone: 410-396-3294
- POARP Phone: 410-887-3162