

## **VIOLENCE POLICY**

ASMSA is committed to providing a safe and healthy campus for all members of the campus community. Any form of violence by a member of the campus community is unacceptable and will be cause for disciplinary action up to and including dismissal consistent with the applicable School policies and may also result in criminal prosecution, if federal, state, or local laws are violated.

Prohibited acts of campus violence include, but are not limited to threats, intimidation, physical attack, property damage and domestic/relationship violence which occur either on campus, or which may potentially affect a member of the campus community while he/she is on campus. Violent or threatening behavior may consist of physical acts, oral or written statements, harassing email messages, harassing telephone calls, gestures or behaviors that are threatening to either the physical or psychological well-being of an individual. Such behavior includes self-directed as well as other-directed violence or threats of violence.

For purposes of this Policy, the following definitions apply:

- **Threats:** A "threat" is the expression of intent to cause physical or mental harm. Such an expression constitutes a threat without regard to whether the person communicating the threat can carry it out, and without regard to whether the threat is made on a present, conditional, or future basis. In determining whether the conduct constitutes a threat, including whether the action caused a reasonable apprehension of harm, the school will consider the totality of the circumstances on a case-by-case basis.
- **Intimidation:** "Intimidation" includes but is not limited to stalking or engaging in actions, either verbal or physical, which are intended to frighten or coerce.
- **Physical Attack:** A "physical attack" is, without limitation, unwanted or hostile physical contact such as hitting, pushing, kicking, shoving, throwing of objects, or fighting.
- **Property Damage:** "Property damage" is intentional damage to or destruction of property owned or used by the school or its students, employees, vendors, or visitors.
- **Domestic or Relationship Violence:** "Domestic or Relationship Violence" is the use of abusive or violent behavior, including threats and intimidation, between people who have an ongoing or prior intimate or familial relationship. This could include people who are, or were, married, live together or date.
- **Disturbing Behavior:** "Disturbing Behavior" is behavior that causes the observer to feel concerned, afraid, or alarmed. An example would be overhearing an employee joking about killing himself/herself or another. While this behavior may not be a violation of the Campus Violence Policy, it is requested that such behavior be reported so that action can be taken to prevent future violence to oneself or to others.
- **Disruptive Behavior:** "Disruptive Behavior" is behavior which interferes with the

workplace or classroom and the ability of others to get their work done. While this behavior may not be a violation of the Campus Violence Policy, it is requested that such behavior be reported so that action can be taken to prevent future violence to oneself or to others.

Workplace violence training will be conducted annually (virtually or in person). The goal of training should be to define workplace violence, encourage staff to report incidents, instruct staff how to defuse hostility and prevent violence, instruct staff on reporting mechanisms, emphasize the importance of timely reporting and detail what immediate measure should be taken, and to review what happens administratively in the workplace when notice of violence is received.

All members of the campus community and visitors are encouraged to be alert to the possibility of violence by anyone on campus. They should place safety as a basic concern, and should report all acts of violence, threats of violence and disruptive or disturbing behavior to Human Resources immediately.

ASMSA prohibits individuals from making deliberately false or misleading reports of violence or threats of violence under this Policy. Individuals who make such reports will be subject to disciplinary action up to and including dismissal.

ASMSA prohibits retaliation against or harassment of individuals who act in good faith by reporting real or perceived violent behavior or violations of this Policy. Any member of the campus community who is found to have retaliated against another in violation of this Policy is subject to appropriate disciplinary action, including dismissal.

All reports made under this Policy will be managed in a confidential manner, with information released to the appropriate personnel only on a need-to-know basis.