Suffolk County Community College is committed to creating and maintaining a workplace and learning environment where violence or threats directed towards any person will not be tolerated. The College will actively work to prevent and eliminate violence, threatening behavior and harassment on campus and will respond promptly and appropriately to any such conduct. For the purposes of this policy, “the campus” is collectively defined as all College premises, any off-campus location where an employee is on official duty or travel status, and related facilities.

All faculty, staff, administrators, students, vendors, contractors, consultants and others who do business with the College are covered by this policy. This policy also covers those not affiliated with the College, such as former employees, former students and visitors.

Any and all forms of violence, threatening behavior or harassment which involve or affect the College or which occur on the College campus is prohibited by this policy. Reports of such acts will be promptly investigated and action will be taken, as necessary and appropriate, to address each incident. Individuals found to have violated this policy may be removed from College property and barred from further access, and are subject to corrective action up to and including termination and/or referral to law enforcement authorities.

Definitions

Workplace violence is any behavior that is violent, threatens violence, coerces, 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 services to the public. Examples of workplace violence include, but are not limited to:

- Engaging in disruptive behavior with the intent to disturb, interfere with or prevent normal work activities (such as yelling, using profanity, verbally abusing others, or waving arms and fists).
- Intentional physical contact for the purpose of causing harm (such as slapping, stabbing, punching, striking, shoving, or other physical attack).
- Menacing or threatening behavior (such as throwing objects, pounding on a desk or door, damaging property, stalking, or otherwise acting aggressively, or making oral or written statements specifically intended to frighten, coerce, or threaten) where a reasonable person would interpret such behavior as constituting evidence of intent to cause harm to individuals or property.
- Possessing firearms, imitation firearms, knives or other dangerous weapons, instruments or materials that can be used to inflict bodily harm on an individual or damage to College property. This regulation is in
compliance with NYS Law, covered under Section 256.01 and 265.00 of the Penal Law and regulations passed by the NYS Legislature. Student’s wishing to bring legal weapons on campus must receive written authorization from the College President.

Sexual harassment complaints are covered under the College’s policy against sexual harassment. Harassment and discrimination complaints based on race, national origin, color, religion, age, sexual orientation, disability, marital status, military status, domestic violence victim status or any other status that is prohibited by law are covered under the College’s anti-discrimination policy.

General Reporting Responsibilities

Incidents of workplace violence, threats of workplace violence, or observations of such workplace violence are not to be ignored by any member of the College community. Employees should alert their supervisors, representatives of the Office of Public and Fire Safety, or the Human Resources Department of any suspicious workplace activity or situations that they observe or of which they are aware, such as threats or acts of violence, aggressive behavior, offensive acts, threatening or offensive comments or remarks, or the presence of weapons on College property. Each person to whom such a report is made shall immediately refer the report to the Human Resources Department.

Employee reports made pursuant to this policy will be held in confidence to the maximum possible extent. The College will not condone any form of retaliation against any employee for making a report under this policy. It is important that all members of the College community take this responsibility seriously to effectively maintain a safe working and learning environment.

Approved by Executive Council
September 1, 2009