

I. Purpose

To maintain a safe environment in which students, employees, volunteers, guests, contractors, and visitors are free to learn, work, and visit the College's campuses without fear of violence, threats of violence, intimidation, and inappropriate aggression of various types. Such conduct will not be tolerated.

II. Scope

This policy applies to trustees, all college employees, students, volunteers, guests, contractors, and visitors on college property. Whether owned, leased, or under control of the College; at college sponsored events; in the conduct of college business; or in situations with a nexus to the College.

III. General

- A. *"If you see something, say something."* The College encourages employees, students, contractors, and visitors to report violent, suspicious, or concerning behaviors regarding any member of the College community to their immediate Supervisor, Public Safety, Human Resources, or the Behavioral Intervention Team.
- B. Employees or students who have been issued a Personal Protective Order or Restraining Order are encouraged to provide Public Safety with a copy of the order.

IV. Responsibility

Responsibility for the interpretation and administration of this policy is delegated to the Executive Director of Administrative Services or designee.

Adopted: 6/2/2002

Revised: 12/17/2018, 11/15/2021