

Board Policies

ADMINISTRATIVE AFFAIRS

130.00 CRISIS MANAGEMENT/WORKPLACE VIOLENCE

The College shall establish a crisis management plan to deal with crises that might threaten the resources of the College and the physical safety of students, employees, and the general public.

The College will maintain a plan specifying procedures to be used in a crisis or emergency which cause significant disruption to the general operations of the College. The plans should address, including but not limited to; natural disasters, fire, industrial accidents, criminal activities, workplace violence, medical emergencies, an outbreak of disease or infection, and any other situation which requires the orderly management of resources and processes to protect life and property. Each such plan shall provide for effective means of communication with students, employees, and the public.

In the development of such crisis management plans, the following underlying principles shall apply:

The protection of human life and health is of the utmost importance.

College property and other resources shall be protected and preserved whenever possible consistent with the priority of human health and safety.

The College shall, whenever possible, assist federal, state and local governments, disaster management and relief agencies, etc., and may allocate facilities, equipment and personnel to assist in the event of natural disasters.

The College shall cooperate with federal, state, and local disaster management and law enforcement agencies with respect to any crisis occurring on College property and/or involving College personnel or students.

Plans should provide for coordinated efforts of appropriate campus or agency staff, such as physical plant, campus security, student affairs, health services, etc., and for the designation of a single individual as coordinator supported by a designated crisis management team.

The College attorney shall be consulted in cases where the legal responsibilities of the College are unclear.

Any act of violence by any college member – staff, faculty, student, guest, or visitor shall not be tolerated and shall be grounds for repercussions, discipline, and/or dismissal. Physical or verbal abuse, harassment of any person, or any action or conduct that threatens or endangers the health or safety of any such person will not be tolerated against any person on College-owned, at College-sponsored events, or while performing their essential functions for the College.

"Violence" includes physically harming another, including perceived harm against or towards another, shoving, pushing, harassing, intimidating, coercing, brandishing weapons, and threatening or talking of engaging in those activities. This policy intends to ensure that everyone associated with this college, including students and employees, never feels threatened by any employee's actions or conduct.

Communications shall be from the President or his/her designee with respect to crises affecting the College.

Revised

The Crisis Management Team shall inform the President and the Clerk of the Board of any crisis that has occurred or that is threatening life, health, or College property and give periodic status reports as information is available. The Clerk of the Board shall, in turn, keep members of the Board of Trustees properly informed.

Appropriate information shall be provided routinely to College employees and students to enable their cooperation in a potential crisis.

Adopted December 17, 2001
Reviewed July 21, 2003
Revised May 17, 2021