TITLE: **ZERO TOLERANCE FOR THREATS, THREATENING BEHAVIOR & ACTS OF VIOLENCE POLICY**

DATE(S) OF POLICY AND POLICY REVISION APPROVALS: **December 11, 2001**

Luzerne County Community College values the safety and security of its employees, students and facilities. Threats, threatening behavior, or acts of violence against employees, students, visitors, guests, or other individuals by anyone on LCCC property or by telephone or through LCCC electronic systems will not be tolerated. Violations of this policy can lead to disciplinary action which may include suspension, dismissal, expulsion, or criminal prosecution.

Any person who makes substantial threats, exhibits threatening behavior, or engages in violent acts on LCCC property or through LCCC’s phone or electronic systems shall be subject to removal from the premises as quickly as safety permits, and shall be prohibited from all on- and off-campus College property and events pending the outcome of an investigation.

Following receipt or report of substantial threats, threatening behavior, or violent acts on LCCC property or through LCCC’s phone or electronic systems, LCCC will initiate an appropriate response. This response may include investigation, disciplinary suspension or expulsion of students, suspension and/or termination of any business relationship, reassignment of job duties, suspension or termination of employment, and/or criminal prosecution of the person or persons involved.

All LCCC personnel are responsible for notifying the appropriate party or parties of any threats which they have witnessed, received, or have been told that another person has witnessed or received.

Even without an actual threat, personnel should also report any behavior they have witnessed which could be perceived as threatening or violent, when that behavior is job related or might be carried out at the College, or is connected to College employment or academic study. Employees are responsible for making this report regardless of the relationship between the individual who initiated the threat or threatening behavior and the person or persons who were threatened or were the focus of the threatening behavior. If the designated management representatives are not available, personnel should report the threat to their supervisor or another senior administrator.

The College will not tolerate any retaliatory acts against any individual who reports such an incident. Unless necessary as part of the investigation, the identity of the person reporting the incident will not be revealed to the individual or individuals about whom the report was made.

All individuals who apply for or obtain a protective or restraining order which lists College locations as being protected areas, must provide to the Director of Campus Safety and Security anddesignated management representatives a copy of the petition and declarations used to seek the order, a copy of any temporary protective or restraining order which is granted, and a copy of any protective or restraining order which is made permanent. The designated management representative for students is the Dean of Enrollment Management and Student Development. The designated management representative for administrative and classified staff is the Dean of Human Resources, and for faculty, the Provost and Vice President of Academic Affairs.

LCCC understands the sensitivity of the information requested and will respect the confidentiality of the reporting employee(s) to the extent permitted by law.