

Workplace Violence

It is the policy of the University of Detroit Mercy to establish and maintain a safe and healthy climate conducive to a respectful workplace for its employees; therefore, no acts of verbal, physical, or emotional intimidation, harassment, or assault will be tolerated in any context or degree by University students, staff, faculty, and administrators. This policy extends to independent contractors, vendors, or others who conduct business with the University on the campuses.

No weapons of any kind will be allowed on any location owned, leased, or operated by the University of Detroit Mercy, except by law enforcement agencies including University police officers in compliance with the University of Detroit Mercy Weapon Free Campus Policy.

Employees and supervisors should understand how important it is to recognize early warning signs of potential violent conduct. Examples of such warning signs include:

- A history of emotional or mental disturbance;
- A history of threatening or violent behavior;
- Paranoid or easily panicked behavior;
- Serious and unpredictable mood swings;
- Fascination or preoccupation with weapons;
- Extreme stress from personal problems or a life crisis;
- Extreme stress as a response to workplace conditions;
- Being a loner with little or no involvement with other employees;
- Engaging in frequent disputes with supervisors or fellow employees;
- Routine violation of University policy;
- No interests outside of work.

Supervisors who become aware of behavior patterns similar to those listed above should contact Human Resources.

Threats of violence are serious and should be treated as such. Threatening behavior can include:

- Throwing objects;
- Making verbal threats to harm another individual or destroy property;
- Making menacing gestures;
- Sending threatening faxes, e-mails or notes to other employees;
- Expressing significant grudges against other employees;
- Displaying an intense or obsessive personal interest with others that exceeds normal bounds;
- Attempting to intimidate or harass other individuals; and
- Behavior indicating that the individual is significantly out of touch with reality to the extent that the person poses a danger or threat to himself or herself or others.

All members of the University community are responsible for notifying their supervisor of any threats, actual or perceived, which have been witnessed, received, or if they have been told that another person has witnessed or received, whether or not those involved are

members of the Detroit Mercy community. The supervisor shall notify Human Resources (313) 993-1036 who will contact Public Safety. In cases where Human Resources is unavailable by telephone between the hours of 8:30 am and 5 pm or where there is an immediate threat or perceived danger, the employee, or supervisor should immediately notify Public Safety utilizing the campus emergency assistance number (1123).

Employees also are encouraged to notify their supervisor or Human Resources whenever they experience domestic conflict, abuse or misdirected affection outside their work environment. The supervisor/Human Resources then can be more alert to the intrusion into the workplace by a third party and possibly take preventive measures. Any employee who applies for and obtains a personal protective or restraining order that lists the University of Detroit Mercy as a protected area must provide his or her supervisor, Human Resources and Public Safety a copy of the petition and declarations used to seek the order, plus a copy of any temporary protective or restraining order that is granted. The University understands the sensitivity of the information requested and will treat it confidentially with respect to the privacy of the reporting employee.

Human Resources, in cooperation with Public Safety, will investigate reports of violence. All those covered by this policy must cooperate fully when questioned regarding violations of this policy. Employees who report incidents of workplace violence and/or respond to investigations may request to do so confidentially. Such requests will be honored to the extent legally allowable.

Employees who are found to have violated this policy by threatening another individual with violence or engaging in violent behavior will be disciplined up to and including possible immediate discharge depending on the severity of the circumstances.