

**POLICIES AND PROCEDURES**

Reference:	E-XXVIII-g	Effective Date	10/16/2014
Subject:	Violence Free Campus Policy		
Source:	Vice President, Finance & Administration		
Approval Authority:	President	Approval Date	10/16/2014
History:	Previously effective 10/16/2014, replaced policy dated 10/01/2011		
Remarks:			

**INTRODUCTION**

The safety and security of the McLennan Community College campus and community are very important. Students, employees, faculty, and visitors should be able to pursue their education, work, and other activities in a safe, non-threatening environment. To educate and empower all members of the College community, resources and procedures are in place to prevent, deter, and respond to concerns regarding acts of violence. Safety is everyone’s responsibility.

**POLICY STATEMENT**

**VIOLENCE NOT TOLERATED**

Violence, threats, or implied threats of violence, and intimidation (verbal or physical acts intended to frighten or coerce) impede the goal of providing a safe environment and will not be tolerated. Students, employees, faculty, and visitors are covered by this policy as well as the policies referenced herein. This policy applies to conduct on “campus”, which by definition includes all property owned or used by the College.

**WEAPONS**

Weapons are not permitted on the campus except for purposes of law enforcement and as specially authorized for purposes of instruction, research, or service.

**ENFORCEMENT**

The College will pursue disciplinary, student conduct, civil or criminal action as appropriate under the circumstances against any person who violates this policy by engaging in such violence, threats of violence, or intimidation.

**REPORTING**

Students, employees, and visitors should address emergency issues by calling 299-8911, whether they are on central campus or on other College property.

For all other non-emergency concerns of violence, the students, employees, and visitors, should notify the Chief of Police, ext. 8844. The Campus Police Department is the central location for tracking concerns of potential violence.

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The College has adopted procedures for responding to and addressing conduct that violates the policy and urges all students, employees, and visitors to be alert to the possibility of violence on campus. As part of the College community, all students, employees, and visitors are responsible for reporting violence they experience or witness.

### **THREAT MANAGEMENT**

The Campus Assessment, Response, Evaluation Team (CARE) is an administrative group formed to promote awareness and responsiveness across campus to avoid or address situations that may involve violence, threats, intimidation. In addition, the CARE team may assist Campus Police to assess situations involving the potential for violence.

### **RESOURCES AND PREPAREDNESS**

McLennan Community College, as part of its annual communication on safety, will inform individuals of this policy and its related procedures and resources.

### **CONFIDENTIALITY**

Confidentiality of complaints and parties will be preserved to the greatest extent possible, understanding that the College may have an obligation to take some action even if the complainant is reluctant to proceed. Parties and witnesses to a complaint are also expected to maintain confidentiality, understanding that they will often not have all the facts and that they could impair the investigation by divulging information to persons outside of the investigative process.

### **NON-RETALIATION AND FALSE CLAIMS**

The College prohibits retaliation against persons who in good faith report violations of this policy or cooperate with an investigation. The College also prohibits the filing of knowingly false or misleading reports and providing knowingly false or misleading information in an investigation. Discipline or other action can result from either of these acts.

### **RESOURCES**

McLennan Community College Campus Police  
Human Resources

### **OTHER POLICIES ADDRESSING VIOLENCE**

General Conduct Policy