

Policy Statement Regarding Security and Anti-Violence

Date Revised: October, 2010

Date Reviewed:

Date Issued:

**Functional
Responsibility**

The Human Resources Department on the Stockton Campus of University of the Pacific (the “University”) is responsible for establishing and overseeing the application of this Policy Statement Regarding Security and Anti-Violence. The Human Resources Departments on the Stockton campus, at the Arthur A. Dugoni School of Dentistry, and at Pacific McGeorge School of Law are responsible for administering this Policy on each campus of the University, respectively. In case of doubt as to which Human Resources Department is responsible in a particular circumstance, please contact the Human Resources Department on the Stockton campus.

Scope

All members of the University community must comply with this Policy.

Purpose

The University is committed to maintaining an environment free from threats and acts of intimidation and violence. In keeping with this commitment, the University has established a policy that provides zero tolerance for actual or threatened violence on its premises or in connection with University business.

Policy

Security and safety is also the responsibility of every member of the University community. It is therefore essential that every individual understand the importance of workplace safety and security.

Any intimidation, threat of, or act of violence committed on University property or in connection with University business is prohibited.

Prohibited intimidation, threat of, or act of violence also includes:

- An intended physical or verbal act toward another person, the result of which causes that person (or other persons) to reasonably fear for their safety or the safety of others.
- An intended physical or verbal act which threatens to cause or causes bodily harm to another person or threatens to cause or causes physical damage to the property of another.

No person shall possess or have control of any firearm (except as required in

the lawful course of employment such as patrol officers, police officers, and public safety officers), deadly weapon, or prohibited knife (as legally defined) while on University premises or in connection with University business. Individuals who violate this Policy will be subject to corrective action up to and including termination of employment, dismissal from the University, and/or criminal arrest/prosecution.

Reporting Process

Any Pacific faculty member, other employee, or student who is the subject of, or a witness to, an act that might be a violation of this Policy should promptly report the violation as outlined below:

Imminent or Actual Violence

Any person experiencing or witnessing an act that might or does present imminent physical danger or violence, including but not limited to those acts involving weapons or personal physical injury, should phone their campus Public Safety Office immediately, or call 911 or have someone do so on their behalf. In doing so, the individual should never place himself or herself in peril and should seek shelter if he or she is aware of a violent commotion near him or her. Such individuals should also cooperate fully with security, law enforcement, and medical personnel who respond to a call for help.

Emergency Numbers:

Stockton Campus: 209.946.2537 or 63911

Arthur A. Dugoni School of Dentistry: 415.929.6411 or 56411

Pacific McGeorge School of Law: 916.739.7200 or 916.739.3501

Reporting Violence or Threats Occurring Outside the University That May Affect the University

Employees who are affected by domestic violence or other threatening or violent behavior not related to the University, and who are concerned that such behavior may affect or “spill over” to the University environment, are encouraged to report the situation as soon as possible to the campus Human Resources Department or to their campus Public Safety Office. Students should report such incidents to the Office of Student Affairs at their campus or to their campus Public Safety Office.

Acts of Violence Not Involving Weapons or Injuries to Persons

Any person who is the subject of acts that may be a violation of this policy involving violence **without** weapons or personal injury, or who is a witness to a suspected violation, should report the incident to his or her supervisor, to his

or her respective campus Public Safety Office, or to his or her campus Human Resources Department. Students should report such incidents to the Office of Student Affairs at their campus or to their campus Public Safety Office. The campus Public Safety Office will work with the Human Resources Department and the supervisor, or the Office of Student Affairs, regarding an appropriate response.

- Non-Retaliation** Individuals may in good faith make a report under this policy without fear of retaliation. Any form of retaliation against any person for making such a good faith report is prohibited. The Human Resources Department is responsible for advising and assisting departments regarding compliance with this Policy and with the proper handling of any report of actual or threatened violence. Any person who is unclear as to how or where to file a report of any act that may be a violation of this Policy should contact:
- Jane Lewis, Assistant Vice President for Human Resources, Stockton Campus, at 209.946.2125 or jlewis@pacific.edu
 - Kara Bell, Director of Human Resources, Arthur A. Dugoni School of Dentistry, at 415.929.6454 or kbell@pacific.edu
 - Elisa Levy, Director of Human Resources, Pacific McGeorge School of Law, at 916.739.7343 or elevy@pacific.edu
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Distribution and Availability of Policy Effective November 2010, this Policy is published online on the University's Human Resources web page and on other relevant web pages; paper copies are available at the Human Resources Department on each campus; a copy is placed in each new employee's orientation packet as well as each new student's orientation packet, and each current University employee and student will be provided with a copy of this Policy.
