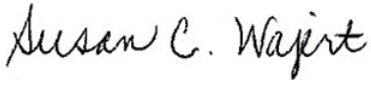


<b>SUPERSEDES: NEW</b>	<b>SECTION:</b> Academic and Student Affairs
<b>POLICY AND PROCEDURE MANUAL</b> <b>MERCY COLLEGE OF OHIO, TOLEDO, OHIO</b>    Signature: Dr. Susan Wajert, President	<b>CODE NO.</b> 511
	<b>SUBJECT:</b> Campus Violence Prevention Policy
	<b>DATE ORIGINATED:</b> 09/08/2015
	<b>DATE COMMITTEE BOARD APPROVED:</b> 08/25/2015
	<b>DATE BOARD APPROVED:</b> 09/08/2015
	<b>DATE OF TECHNICAL REVISION:</b> 08/08/2017
	<b>DATE OF NEXT REVIEW:</b> 2018 July 1-31

## **Campus Violence Prevention Policy**

### **PURPOSE:**

To provide the students, faculty, staff and visitors (“Community”) of Mercy College of Ohio (“College”) with a safe and secure environment to work, study, and live. The College Community should be able to pursue their education, work, and other activities in a safe, non-threatening environment. College safety and security is based on the ability to set forth guidelines and have a plan with response options in the event of an act of campus violence. Safety and prevention of violence is **everyone’s** responsibility. The College complies with the Higher Education Opportunity act, which includes Campus Safety and Security (PL 110-315).

### **POLICY:**

**Violence:** The College, in its commitment to safety and security for the College Community, treats all actual, real, or alleged threats of violence as serious concerns and they are addressed immediately. Conduct that threatens the health and/or safety of any person, or creates a reasonable fear that such a result will occur, including but not limited to: acts of violence, threats of violence, possession of weapon(s) on college-controlled property, without proper written authorization, threatening behavior, and/or reckless disregard for the health or safety of any person are not acceptable conduct and will not be tolerated. Violation of this policy and/or the Code of Conduct for Students and Faculty/Staff will result in disciplinary action up to and including termination or dismissal from the College.

**Responsibility:** The entire College Community shares the responsibility for a safe and secure campus. Knowledge of violent acts or threats planned or carried out are to be reported to supervisors or other appropriate campus administration immediately. In case of emergency, please contact 911 and/or contact Mercy Public Safety (419-251-4444), Mercy Youngstown Police -Youngstown (330-480-3288). If in parking garages, please use the closest blue light to call for assistance.

### **Application:**

This policy covers all persons:

- On College property;
- At College-sponsored functions
  - Fulfilling duties of a college student off-campus (such as work in the clinical setting);
  - Engaging in any action having direct impact on the College Community.

**Reporting On Campus:** The College has a procedure for responding to and addressing conduct that violates this policy which urges all students, employees, and visitors to be alert to the possibility of violence on campus. As part of the College Community, all individuals are responsible for reporting violence that they experience or witness.

The College Community should address emergencies by calling 911 or by contacting Mercy Public Safety (419-251-4444), Mercy Public Safety-Youngstown (330-480-3288). Violence or threats against self or others should not be ignored or disregarded. If experiencing or observing an immediate threat or violent situation, local law enforcement is to be alerted as soon as possible. Delayed reporting may unnecessarily allow the behavior to continue, cause harm, or jeopardize the investigation due to the passage of time, fading memories or departure of witnesses.

The A.L.I.C.E. response utilizes five steps to increase chances of survival during a surprise act of violence on campus. This does not follow a set of required actions. Survival is paramount in this situation. It may be appropriate to use only one or two parts or all parts of the ALICE response plan. This is dependent upon the situation at hand. In this type of incident, perception is the reality and individuals will decide what appropriate action to take; dealing with known information and disregarding unknown information:

1. Alert-Announcement of the onset of the emergency can be anything.
  - a. Gunfire
  - b. Witness
  - c. Phone alert
2. Lockdown-This is a semi-secure starting point from which to make a survival decision. Internal lockdown should occur immediately by all who decide not to evacuate.
  - a. Secure the room
  - b. Lock the door
  - c. Cover any window in the door, if possible
  - d. Tie down the door, if possible.
  - e. Barricade the door with anything available
  - f. Look for alternate escape routes
  - g. Call 911
  - h. Pull the fire alarm if necessary
  - i. Move out of the doorway in case gunfire comes through
  - j. Silence or place cell phone on vibrate
  - k. Once the room is secured, do not open the door for anyone. Police will enter the room when the situation is over.
  - l. Gather weapons (coffee cups, chairs, books, etc.) and mentally prepare to defend yourself or others
  - m. Put yourself in a position to surprise the active shooter should they enter the room
  - n. If you are in lockdown for a long period of time, give consideration to issues such as bathroom use, keeping people calm, etc.
  - o. Be prepared to provide first aid

External lockdown-Exterior campus lockdown will be determined by law enforcement based on the circumstances of the incident.

3. **Inform-** Use any means necessary to pass on real time information.
  - a. Can be derived from 911 calls
  - b. Give in plain language
  - c. Tell who you are
  - d. Explain **what** is happening, **where** it is happening/where you are in relation to the action, and **how** it is happening (gunfire, stabbing, etc.)
4. **Counter-** This is the use of simple, proactive techniques should students and/or staff be confronted by the aggressor(s); counter techniques interrupt the violent actions of the suspect.
  - a. Anything can be a weapon
  - b. Throwing things at the aggressor's head to disrupt their aim
  - c. Create as much noise as possible
  - d. Attack in a group (swarm)
  - e. Grab the aggressor's limbs, head-taking him/her to the ground
  - f. Fight dirty-bite, kick, scratch, gouge eyes, etc.
  - g. If you gain control of the aggressor, call 911 and tell the police your location and listen to their commands when officers arrive on the scene
5. **Evacuate-**Remove yourself from the danger zone as quickly as possible
  - a. Decide if you can safely evacuate
  - b. Run in a zigzag pattern as fast as you can
  - c. Do not stop running until you are far away from the area
  - d. Bring something to throw in case you would encounter the aggressor(s)
  - e. Break out windows and attempt to quickly clear glass from the frame
  - f. Do not attempt to drive from the area

Students are introduced to the A.L.I.C.E. acronym, process, and procedures during orientation or during their success strategies course.

Protective Orders/Restraining Orders Issued by a Court: Members of the College Community who have an Order of Protection should provide a copy of the order to the Vice-President of Student Affairs who will notify the College staff and the Mercy Campus Police/Security.

Non-Emergency Concerns: Members of the College Community are encouraged to report other behavior that is unusual or threatening even if it is not perceived as an immediate, dangerous, or imminent risk. To report concerns that do not pose an immediate threat, a Non-Emergent Occurrence Report should be completed. The Vice-President of Student Affairs and the Vice-President of Academic Affairs should be contacted. The Non-Emergent Occurrence Form can be found online under the Consumer and Compliance Information tab on the College website.

Campus Violence Prevention Committee: The Mercy College Campus Violence Prevention Committee (CVPC) is charged with implementing the Mercy College of Ohio Emergency Response Plan and coordinating campus-wide violence prevention education, programs and services that are designed to create a campus culture and climate of safety, respect and emotional support.

**Campus Assessment Response and Evaluation (CARE) Team:** The Campus Assessment Response and Evaluation (CARE) Team at Mercy College of Ohio (“College”) reinforces the College’s efforts to provide the students, faculty, staff, and visitors (“Community”) with a safe environment to work, study, and live. As a subset of the Campus Violence Prevention Committee (CVPC), the CARE Team assists with the prevention and intervention in incidents where members of the campus community are experiencing distress or engaging in harmful or disruptive behaviors, as well as supports individuals impacted by such incidents. The goal and mission of the CARE Team is to: gather information about students of concern; assess information about each case brought before the CARE Team; define and coordinate plan/response; implement a response to a perceived or threat; and monitor the disposition of the case (Derived from the Higher Educational Mental Health Alliance (HEMHA) Project, Balancing Safety and Support on Campus: A Guide for Campus Teams – <https://www.jedfoundation.org/wp-content/uploads/2016/07/campus-teams-balancing-safety-support-campus-jed-guide.pdf>). The CARE Team acts as a mechanism for improved coordination and communication across the campus and/or system and makes recommendations in accordance with existing college policies.

**REFERENCING FORMS:**

[Electronic Form](#) Concern and Complaint Form 511/519-A

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Technical Revision: August 8, 2017

Technical Revision: June 16, 2017

Board Approved: September 8, 2015

Board Committee Approved: August 25, 2015