



**Title of Policy:** Workplace Violence Policy  
**Policy No. #** 1.7011  
**Type of Policy:** Administrative  
**Effective Date:** October 1, 2020  
**Last Revised:** New  
  
**Policy Owner:** Florida Memorial University  
**Policy Contact:** Office of Human Resources

**I. Reason for Policy**

As an academic institution, Florida Memorial University (FMU) will provide an environment and workplace that fosters learning, research, teaching, work study and growth. To fulfill this objective, FMU will respond swiftly and take immediate action if violence or the threat of violence arises.

**II. Policy Statement**

FMU is committed to providing faculty, staff and students an environment that is safe, secure and free from threats, intimidation and violence. Such behavior while on University owned or controlled property, or while engaged in official University business, is strictly prohibited and will not be tolerated. Faculty, staff and student employees are expected to conduct themselves in a manner that promotes a community free from violence, including but not limited to threats of violence, harassment, intimidation, bullying, and disruptive behavior of a violent nature, irrespective of the motivation of the person acting in this manner.

Any form of violence by an employee against another employee, student, vendor or visitor to the University, including but not limited to physical attack, intimidation, bullying, threats or property damage, and irrespective of whether or not the violent act was motivated by an attack on someone based on but not limited to race, national origin, sex and/or sexual orientation, shall be cause for disciplinary action up to and including dismissal.

Employees who intentionally file false reports pertaining to workplace violence shall be subject to disciplinary action, up to and including dismissal.

Should you experience or witness others experiencing workplace violence, please report it to your immediate supervisor, director, dean, vice president, provost or notify the Office Human Resources by calling (305) 626-3622. When there is imminent danger, call 911.

**III. Scope**

The Policy covers all persons associated with the University, including vendors and contractors engaging in work on behalf of FMU.

**IV. Definitions**

| Term               | Definition   |
|--------------------|--|
| Workplace Violence | Any actual or threatening behavior of a violent nature, as understood by a reasonable person, exhibited by faculty, staff, student employees or others, but is not limited to, intimidation, threats, physical attack, bullying, domestic violence or property damage. |

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| Bullying        | Systematically and chronically inflicting physical hurt or psychological distress on one or more individuals.   |
| Intimidation    | An intentional act towards another person(s) that results in reasonable fear for his or her safety and/or the safety of others in the workplace.  |
| Physical Attack | Unwanted or hostile physical contact such as hitting, kicking, fighting, pushing, shoving or throwing objects.  |
| Property Damage | Intentional damage to or destruction of property owned by the University or its students, employees, vendors or visitors.   |
| Threat          | The express intent to cause physical or mental harm. An expression constitutes a threat without regard to whether the party communicating the threat has the present ability to carry it out and without regard to whether the expression is contingent, conditional or future. |

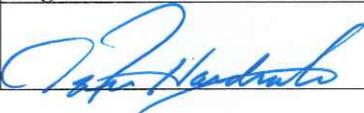
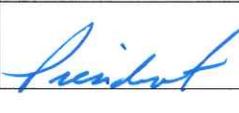
**V. Responsibilities**

All persons associated with the University are required to comply with this Policy.

**VI. Enforcement**

Violations of this Policy will result in a review of the incident and may include action under appropriate University disciplinary processes. This Policy shall be enforced by University administrators. It is the responsibility of the Office of Human Resources/Office of Public Affairs to oversee enforcement of this Policy. Any employee who violates this Policy will be subject to disciplinary action that may result in warning, probation, suspension or separation from the University.

Approved:

| Signature   | Title   | Date  |
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