

FAYETTEVILLE STATE UNIVERSITY

WORKPLACE VIOLENCE

Authority:	Issued by the Chancellor. Changes or exceptions to administrative policies issued by the Chancellor may only be made by the Chancellor.
Category:	Human Resources – Policies Applicable to all Employee Categories
Applies to:	●Administrators ●Faculty ●Staff ●Students ●Visitors
History:	Revised – July 21, 2026 Issued – March 21, 2001
Related Policies/ Regulations/Statutes	● Behavioral Threat Assessment and Management ● Prohibited Sexual Conduct ● Unlawful Discrimination, Harassment and Retaliation ● Regulation on Behavioral Threat Assessment and Management Teams [UNC Policy # 1300.7[R]] ● Workplace Violence [Section 8, State Human Resources Manual] ● Occupational Safety and Health Act of North Carolina [Chapter 95, Article 16] ● Federal Occupational Safety and Health Act of 1970
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I. PURPOSE

Fayetteville State University (University) is committed to providing a safe working, learning, and living environment for all members of the campus community. Violence, threats, harassment, intimidation, domestic violence and disruptive behavior will not be tolerated and will be dealt with appropriately. The purpose of this policy (Policy) is to outline the prohibited acts of workplace violence (Workplace Violence) reporting responsibilities and the University's efforts to respond appropriately to acts of Workplace Violence.

Nothing in this Policy is intended to restrict any rights that would otherwise be protected from government action by the First Amendment of the United States Constitution.

II. SCOPE

This Policy applies as follows:

- To all University employees regardless of appointment type, including University students who are employees of the University.
- To employees while functioning in the course and scope of their employment as well as off-duty violent conduct that may have a potential adverse impact on any University employee's ability to perform his or her assigned duties and responsibilities.

- To acts of violence by vendors, contractors, visitors, and other non-University employees that have the potential to negatively affect the University workplace. Although such individuals are not subject to sanctions under this Policy, they may be referred to their employer and/or to criminal or civil authorities for appropriate action.

III. PROHIBITED CONDUCT

The University prohibits any form of intimidation or violence that occurs on or could impact the workplace and considers such acts violations of this Policy. Such acts can include oral or written statements, gestures, or expressions, and forms of violence or domestic violence that communicate a direct or indirect threat of physical harm. Acts of Workplace Violence may be grounds for disciplinary action, up to and including dismissal/discharge for cause and/or exclusion from University property.

Workplace Violence, for the purpose of the Policy includes, but is not limited to the following:

- **Bullying** includes unwanted offensive and malicious behavior that undermines an individual or group through persistently negative attacks. The behavior generally includes an element of vindictiveness, and is intended to undermine, patronize, humiliate, intimidate, or demean the recipient.
- **Cyberbullying** occurs when an individual uses technology (e.g., the internet, cell phones, emails, IMs, text messages, blogs, pictures, videos, social media posts) to intentionally harm others through hostile behavior, as well as threatening, disrespectful, demeaning, or intimidating messages.
- **Domestic and Family Violence** is the use of abusive or violent behavior, including threats and intimidation, between individuals who have an ongoing or a prior intimate relationship (including individuals who are married, live together or date, or who have been married, lived together, or dated) or between family members.
- **Intimidation** is engaging in actions that include but are not limited to unwarranted behavior intended to frighten, coerce, or induce duress.
- **Physical attack** is unwanted or hostile physical contact including but not limited to hitting, fighting, shoving, restraining, or throwing objects.
- **Property damage** is intentional damage to property and includes property owned by the University or by employees, students, clients, visitors, or vendors.
- **Stalking** involves harassing or pestering an individual in person, in writing, by telephone or by electronic format. Stalking also involves following an individual, spying on them, alarming the recipient, or causing them distress and may involve physical violence or the fear of physical violence.
- **Threat** is the expression of 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 out the threat and without regard to whether the expression is contingent, conditional, or future.

- **Use, possess, or threaten to use an unauthorized weapon.** A weapon is a device, instrument, material, or substance used to or capable of causing death, bodily injury, or damage to property. Weapons include but are not limited to the following: an explosive; a device principally designed, made or adapted for delivering or shooting an explosive, chemical, biological, or radiological weapon; a firearm such as a machinegun, rifle, shotgun, or handgun; a firearm silencer; a sharp object such as a knife or other blade; or any other device used for the infliction of or threat of bodily injury, damage to property, or death.

IV. REPORTING

All members of the University community have an obligation to help maintain a safe work environment and should immediately report any incidents of Workplace Violence. Reports of Workplace Violence should be reported as soon as possible after the incident(s) occurs in order to be most effectively investigated.

In an emergency, or to report violence in progress, individuals should immediately contact the Department of Police and Public Safety by calling extension 1911 (emergency line).

To report past incidents of Workplace Violence or non-urgent threats of Workplace Violence or Workplace Violence that could potentially lead to a serious incident, contact one or more of the following individuals/offices:

- the employee's supervisor,
- the Office of Human Resources Employee Relations Officer,
- the Department of Police and Public Safety (DPPS), and/or
- the Office of Risk and Compliance.

To report workplace violence (or threats of Workplace Violence) that include sexual violence or involve harassment of a member of a protected category, submit an online [Reporting Intake Form](#) or contact the Office of Risk and Compliance.

As a matter of University policy and North Carolina state law, any individual who reasonably suspects that a minor has experienced child abuse, neglect or a violent offense (per North Carolina General Statute § 14-318.6) by a parent, guardian, caretaker, peer, non-custodial adult or an employee has an absolute obligation to report that suspicion to law enforcement, Child Protective Services, and the Office of Risk and Compliance.

V. RESPONDING TO REPORTS

All reports of Workplace Violence will be promptly investigated by the Office of Human Resources, and appropriate action will be taken as expeditiously as possible. The Office of Risk and Compliance is the University unit responsible for overseeing such investigations and resolutions unless the report has been referred to the University's Threat Assessment Team. Other reports may require the Office of Risk and Compliance to collaborate with other University units and/or make referrals as appropriate.

The Office of Risk and Compliance is also responsible for addressing reports of misconduct that fall under the University's *Prohibited Sexual Conduct* policy and/or the *Unlawful Discrimination, Harassment and Retaliation* policy in accordance with the procedures associated with those policies.

Every effort will be made to protect the confidentiality and safety of anyone who reports a potential violation of this Policy or otherwise raises concerns about Workplace Violence. All reports will be handled in as confidential manner as possible, with information released only on a need-to-know basis or as required by law.

VI. SUPPORT AND RESOURCES

The University will endeavor to assist victims affected by Workplace Violence by offering reasonable and appropriate security measures. The University will work closely with victims to ensure that both the needs of the victims and the University are addressed.

Also, the University will offer reasonable resources to support victims of Workplace Violence. Such resources may include services offered by the Employee Assistance Program (EAP and accommodations or adjustments to a victim's work/class schedule, location or other conditions to enhance safety.

VII. EDUCATION AND TRAINING

The Office of Human Resources and the Office of Risk and Compliance are responsible for overseeing the development and delivery of training for members of the University community. Training for supervisors/managers on Workplace Violence prevention and response will be required and training for all other employees will be highly recommended. Refresher training must be completed on a biennial basis.

VIII. RETALIATION

This Policy prohibits retaliation against any employee who, in good faith, reports a violation of this Policy. Retaliation is any adverse action or attempted action that would discourage a reasonable person from engaging in protected activity. Protected activity includes an individual's actual or perceived participation in the reporting, investigation, or resolution of an alleged violation of this Policy. Retaliation may be found even when an investigation determines there is insufficient evidence to substantiate a good faith report.

All reports of Workplace Violence will be handled in a confidential manner, with information released on a need-to-know basis. University managers and administrators shall be sensitive and responsive to fears from the reporting employee of reprisal.

IX. FALSE OR MISLEADING REPORTS

Reports found to have been made frivolously, in bad faith or with the intention to harass, or abuse the Workplace Violence reporting process may subject an employee to disciplinary action, up to and including dismissal.