POLLICY

Title: CAMPUS SAFETY
(WORKPLACE VIOLENCE)

Authority: Wis. Stats. Chapter 38; WI Admin. Code
WTCS Chapter TCS 6; See also MATC
District Board Policies: C0201, G0300,
G0301, G0301-1, G0302; Board Minutes,
5/19/98; 9/25/07

Code: G0303

Original Adoption: 5/19/98
Revised/Reviewed: 9/25/07
Effective: 9/26/07

PURPOSE

Workplace violence is a major challenge, unacceptable at any level in public or private
institutions. Many legal responsibilities exist under provisions of the Occupational
Safety and Health Act; the Wisconsin Safe Place Statute; the Drug Free Workplace Act,
Title VII U.S.C.; and the Wisconsin Fair Employment Act. Wisconsin statutes define
workplace violence as 1) an act done with intent to cause bodily harm to that person or
another without the consent of the person so harmed; and 2) conduct or expression that
threatens bodily harm.

Any form of harassment, intimidation, threats, or bullying that threatens bodily harm will
not be tolerated. There is no justification for such actions. All employees and students
who engage in such violent, threatening, intimidating or harassing behavior, will face
discipline, up to and including removal from their positions or academic programs.
Members of the general public are also subject to this policy. Violators can be removed
from campus and appropriate action taken (see also G0300, Safety and Security).

PROHIBITED ACTS

Any person who makes threats of bodily harm, or exhibits threatening behavior either
verbal or physical, or engages in such acts on MATC property shall be immediately
removed from the premises and shall remain off MATC premises pending the outcome
of an investigation. Milwaukee Area Technical College will initiate a decisive and
appropriate resolution. This resolution may include disciplinary action up to and
including removal from a person’s position or academic program. Furthermore, MATC
may seek legal prosecution against those acting in violation of the law or may seek an
injunction against the individual found to have violated this policy.

OBLIGATION TO REPORT INCIDENTS OF VIOLENCE

All MATC personnel are responsible for notifying designated MATC officials listed below
of any threats, threatening behavior, or acts of violence as defined above, which they
have witnessed, when that behavior is job related or might be carried out on an MATC
controlled site. Employees are responsible for making this report regardless of the
relationship between the individual who initiated the threat or threatening behavior and
the person or persons who were threatened or were the focus of the threatening or violent behavior.

**TEMPORARY RESTRAINING ORDERS**

This policy also requires all individuals who apply for or obtain a protective or restraining order which lists MATC locations as being protected areas, to provide the Department of Public Safety a copy of the petition and declarations used to seek the order, a copy of any temporary protective or restraining order which is granted, and ultimately a copy of any protective or restraining order which is made permanent.

**PROCEDURES**

Student Code of Conduct (Director, Student Life)  
Departmental Work Rules (Divisional Heads)  
Public Safety Regulations (Chief, Public Safety)

MATC officials who may be contacted to report safety violations or incidents of violent behavior:

Chief, Department of Public Safety  
414-297-6990

Emergency Response Center  
414-297-6588

Director, Student Life  
414-297-6870