



Guideline/Policy Name: **Threatening Behavior in the Workplace Guidelines**

Revision Date: 9/26/01

Approved by: Director, University Services Human Resources

One of the disturbing new trends taking place in the larger society, but also affecting university communities, has been the growing number of persons who threaten others or act out violently in the workplace. As members of the University community we are concerned about maintaining an environment free from the coercive effects of such threats, as well as maintaining the capacity to prevent acts of violence. The history of violent events indicates that many provided early warning signs.

Guidelines

The following is therefore to provide guidelines and encourage action on the part of those who witness violence or are aware of behavior that is threatening to their safety or the safety of others.

Any individual should call 9-1-1 for police assistance if they observe violence taking place or believes/feels there is an immediate threat to someone's safety. When calling from a University phone, 9-1-1 will connect the caller with the University of Minnesota Police Department.

All faculty, staff and student workers should communicate to an administrator or supervisor any knowledge of violence or threat related behaviors including possession of a weapon in the work place. Students and other non-workers should call 9-1-1.

Administrators and supervisors should call 625-2000 (then follow the recorded instructions to get Threat Assessment Group assistance) if they believe or feel there is an emerging potential threat to someone's safety. This number will connect the caller with a receptionist at the Office of Human Resources. Students and other non-workers should call 9-1-1.

The Threat Assessment Group is made up of university mental health and law enforcement professionals. One of these persons will contact the caller to help decide what actions are needed. Callers not being reached quickly enough by the group or needing advice after regular working hours should call 9-1-1.

Administrators and supervisors should not hesitate to use this resource or to call Jim Meland, Faculty and Academic Assistance Program, 612-625-4073.