

# OLYMPIC COLLEGE PROCEDURE

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**TITLE: Domestic Violence in the Workplace Policy**

**POLICY NUMBER: OCP 400-07**

**REFERENCE: Executive Order 96-05**

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## **I. Purpose**

Olympic College is committed to addressing the occurrence of domestic violence and its impact on the workplace. Domestic violence can adversely affect the well-being and productivity of employees who are victims, as well as their co-workers. Other effects of domestic violence in the workplace include increased absenteeism, turnover, health care costs, and reduced productivity. Therefore, the college expects all members of the community to participate in preventing domestic violence in the workplace.

## **II. Definitions**

**A.** "Domestic violence" means:

1. Physical harm, bodily injury, assault, or the infliction of fear of imminent physical harm, bodily injury or assault, between family or household members;
2. Sexual assault of one family or household member by another; or
3. Stalking as defined in RCW 9A.46.110 of one family or household member by another family or household member.

**B.** "Family or household members" means spouses, domestic partners, former spouses, former domestic partners, persons who have a child in common regardless of whether they have been married or have lived together at any time, adult persons related by blood or marriage, adult persons who are presently residing together or who have resided together in the past, persons sixteen years of age or older who are presently residing together or who have resided together in the past and who have or have resided together in the past and have had a dating relationship, persons sixteen years of age or older with whom a person sixteen years of age or older has or has had a dating relationship, and person who

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have a biological or legal parent-child relationship, including stepparents and stepchildren and grandparents and grandchildren.

## **III. Policy**

The College will not tolerate domestic violence including harassment of any employee, while on campus property, work sites, classrooms, vehicles, or while conducting college business. This includes the display of any violent or threatening behavior (verbal or physical) that may result in physical or emotional injury or otherwise places one's safety and productivity at risk. The College is committed to working with employees who are victims of domestic violence to prevent abuse and harassment from occurring in the workplace.

- A.** No employee will be penalized or disciplined for being a victim of harassment in the workplace
- B.** Any employee who threatens, harasses, or abuses a family or household member while on campus property or while conducting college business, or uses any college resources such as work time, workplace phones, FAX machines, mail, e-mail, or other means to threaten, harass, or abuse a family or household member off campus may be subject to corrective or disciplinary action, up to and including dismissal.
- C.** Corrective or disciplinary action may also be taken against employees who are arrested, convicted or issued a permanent injunction as a result of domestic violence when such action has a direct connection to the employee's duties as a college employee.

## **IV. Responsibility**

- A.** The President of the College and all administrative employees shall have ultimate responsibility for overseeing compliance with this policy at his or her respective unit of the College.
- B.** In addition, each vice president, executive officer, administrative officer, faculty member or other person with supervisory responsibility shall be required to report any complaint of domestic violence that violates this policy.

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- C. All members of the College community are required to cooperate in any investigation of a domestic violence complaint.

*Recommended by*

*Linda Yerger – Executive Director of Human  
Resource Services*

*Submitted to President's Cabinet for Review*

*02/23/2010*

*Approved by President*

*02/23/2010*

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