

ADVISORY COMMITTEE ON WORKPLACE VIOLENCE PREVENTION

Function

The function of this committee is to implement and coordinate the Workplace Violence Prevention Program, which includes the following:

1. Implement, monitor, and assess all campuswide efforts to address issues of workplace violence;
2. Develop, implement, coordinate, and modify University policies and procedures related to workplace violence;
3. Coordinate, monitor, and assess University responses to actual incidents of workplace violence on campus;
4. Keep records of violent events and responses;
5. Issue specific guidelines to address situations involving potential or actual workplace violence;
6. Form an Incident Response Team in accordance with Article V of the Workplace Violence Prevention Program Policy;
7. Recommend further interventions or training;
8. Serve as a communication conduit with committee members' constituents; and
9. Provide an annual report of program, incidents, and activities to the Vice President for Administration and Finance.

The committee is appointed by the President and reports to the Vice President for Administration and Finance.

Membership

The term of service shall be two years except for the student member, who will serve a one-year term.

Executive Director, Human Resources, who will serve as chair

Academic Personnel representative, nominated by the Associate Vice President for Academic Personnel

Human Resources representative, who will serve as vice chair, nominated by the Executive Director of Human Resources

Counseling Services representative, nominated by the head of Counseling Services

University Police representative, nominated by the University Police Chief

Risk Management representative, nominated by the Risk Manager

Student Relations and Judicial Affairs representative, nominated by the Vice President for Student Affairs

Housing and Residential Life representative, nominated by the Director of Housing and Residential Life

Student representative, nominated by the President of ASI

Academic Senate representative, nominated by the Executive Committee of the Academic Senate

Cal Poly Corporation representative, nominated by the Executive Director of the Cal Poly Corporation

Associated Students Inc. staff representative, nominated by the Executive Director of ASI

Academic Affairs representative, nominated by the Provost and Vice President for Academic Affairs

Student Affairs representative, nominated by the Vice President for Student Affairs

Administration and Finance representative, nominated by the Vice President for Administration and Finance

University Advancement representative, nominated by the Vice President for University Advancement

University Legal Counsel, ex officio and consultative resource (non-voting)

Meetings

Quarterly or more frequently as scheduled by the chair.

Established January 2002

Editorial revisions July 2003 & September 2004 & September 2006

Academic Senate nomination revision December 2008

HR Ex. Dir. added as chair, removed AVP for Admin position, June 2009