

THE CITY UNIVERSITY OF NEW YORK

The City College Of New York (CCNY) - Workplace Violence Prevention Program

In accordance with the University's commitment to the prevention of workplace violence, The City College of New York (CCNY) adopts the following as its Workplace Violence Prevention Program (the "Program"):

1. Purpose

CUNY's Workplace Violence Prevention Program provides information to the College community about preventing and responding to incidents of workplace violence at the College and seeks to develop programs which will prevent or reduce the likelihood of threats or acts of workplace violence. The Program seeks to ensure that any incident, complaint, or report of workplace violence is taken seriously and dealt with appropriately. The Program implements the Workplace Violence Prevention Policy as set forth therein. Workplace violence is defined as any physical assault or acts of aggressive behavior occurring where an employee performs any work-related duty in the course of his or her employment, including but not limited to:

- I. An attempt or threat, whether verbal or physical, to inflict physical injury upon an employee.
- II. Any intentional display of force that would give an employee reason to fear or expect bodily harm.
- III. Intentional and wrongful physical contact with an employee without his or her consent that entails some injury.
- IV. Stalking an employee in a manner that may cause the employee to fear for his or her physical safety and health when such stalking has arisen through and in the course of employment.

2. Scope

All College employees are required to comply with the Program. In addition, since students and visitors to the College are required to conduct themselves in conformity with existing law, employees who observe or experience students or visitors engaging in violent or threatening behavior should follow the procedures in the Program for reporting such behavior.

3. Workplace Violence Advisory Team (WVAT)

CUNY campuses and the Central Office have individual Workplace Violence Advisory Teams (WVATs), which consist of members designated by the College President, Central Office, or the campus Executive Director of Human Resources.

Members may include representatives from Public Safety, Human Resources, Labor Relations, Counseling Services, the Environmental, Health and Safety Office, Legal Affairs, and other staff and faculty. A listing of your campus' WVAT members can be found in Campus-Specific Information.

4. Description of High-Risk Locations/Risk Factors

The following is a summary of risk factors identified during the most recent physical site evaluation conducted on Monday, June 8, 2026, of Shepard Hall, The Howard E. Wille Marshak Science Building (Marshak Building), Wingate Hall, Harris Hall (occupied by the CUNY School of Medicine (also known as the Med School or SoM), the North Academic Center (NAC Building and Parking Lot), and Aaron Davis Hall (South Campus).

Each building was identified as undergoing construction/renovation during the academic year 2025 – 2026.

During the campus walk-through the following building revealed the following risk factors:

- Shepard Hall (Exterior).
- The Wingate Hall (Exterior work).
- Marshak Science Building (Plaza and Jeremiah H. Mahoney Pool).
 - Note for the Plaza: due to safety measures, the actual walkthrough of the site was off-limits.
- The NAC Building (Aronow Theater and the Student Accessibility Center).
- Harris Hall (Exterior work).

Shepard Hall Renovation: In keeping with the City of New York's Façade Safety and Inspection Program (FISP), also known as Local Law 11, owners of properties higher than six stories must have exterior walls and appurtenances inspected every five (5) years in accordance with New York City Regulations. As part of Local Law 11 Inspection Cycles conducted on Shepard Hall in 2024, the following deficiencies were found in the building's façade:

- Roofing End of Useful Life with Active Leaks (Slate and Flat Roofs)
- Façade Deficiencies

In addition to the deficiencies found, other risk factors include access to building grounds along areas of the deficiencies.

Wingate Building Renovation: Elevator installation expected to be completed in the summer of 2027. The risk factors found include (Wingate):

- Noise and air pollution.
- Potential falling objects and debris.
- Unauthorized access to construction areas.
- Limited, inaccessible, or unsafe areas to walkways and wheelchair accessibility.

Marshak Science Building Renovations:

Marshak Plaza: Renovation of the Plaza began in January 2023 with an initial completion date of August 2025. The project is planned to occur in four phases in the North-West, South-West, North-East, and South-East corners of the Plaza, encompassing approximately 9,100 sq. ft. Work requirements include demolition and installation of materials (including the removal of pavers, parapet walls, and roofing exposure, and the installation of materials). Due to construction performance, the anticipated completion date has been extended to Spring 2027.

Identified Risk Factors From the Plaza's Renovation Include:

- Noise and air pollution.
- Potential falling objects and debris.
- Unauthorized access to construction areas.

Jeremiah H. Mahoney Pool: Renovation began in the first quarter of 2023, with the original anticipated completion date changed from September 2023. It is advised that the anticipated completion date has been extended to the summer of 2027 due to waterproofing deficiencies and other delays. While in

renovation, the pool is currently owned by the New York State's Public Finance and Construction DASNY (Dormitory Authority of the State of New York) <https://www.dasny.org>.

Identified Risk Factors from the Pool's Renovation Include: Unauthorized access to the site during repair.

NAC Building Renovation

Student Accessibility Center: Interior renovations for resources for students and staff.

Construction start date May 16, 2026, with a six-month to one-year completion time.

Identified Risk Factors: Unauthorized access to the site during repair.

Aronow Theater: A gut renovation of the theater is in progress. Work began in Fall 2024 and is expected to be completed in Fall 2026.

Identified Risk Factors From The Theater's Renovation Include:

- Noise and air pollution.
- Potential falling objects and debris.
- Unauthorized access to construction areas.
- Blockage to points of egress.

Harris Hall (occupied by the Med School): Harris Hall is located on the campus site between the NAC and Compton Goethals Building, and is also adjacent to the Wingate building. Construction to Harris Hall to replace the roof began June 1, 2026.

Identified Risk Factors From Hall's Renovation Include:

- Noise and air pollution.
- Potential falling objects and debris.

5. How the identified risk factors have been/are being addressed:

The following are control measures in place to eliminate or reduce workplace violence hazards:

1. Regular checks of areas of where new construction and/or renovations are located to ensure that there is no unauthorized access to construction areas and/or all applicable safety measures are in place.
2. 24/7 security force consisting of Campus Peace Officers with arrest powers, Campus Security Assistants and Contract Security Guards, who assist access control into the campus buildings.
3. Regular building patrols to check offices, bathrooms, stairwells, etc. in an effort to deter criminal behavior.
4. Regular building patrols check the operational condition of alarms, lighting, exits, doors, locks, etc.
5. Directed security coverage during periods of higher than usual campus activity and/or risk, e.g., special events, protests, etc.
6. Adequate lighting in and around campus buildings.
7. The use of closed-circuit television ("CCTV") surveillance, emergency assistance alarms in corridors, public assembly spaces and bathrooms and emergency call boxes in certain high-risk areas.
8. Access control policy that includes the locking, from outside, all non-essential entrances and exits to the campus buildings.
9. Requirement that all employees and visitors to the campus buildings provide school identification card or other form of valid picture identification.

Campus Site Renovation:

Shepard Hall: Exterior sidewalk shed (overhead protection) and barriers were installed during initial inspection. Site safety plans implemented by DASNY and the Office of Facilities and Office Management include:

- The construction area is to be isolated and enclosed with a fence
- Installation of dumpsters, trash compactors, and chutes (as needed to collect debris)
- Pipe Scaffolding and Jersey barriers
- Access to work areas not accessible to the public.

Wingate Hall: Site safety plans implemented by DASNY and the Office of Facilities and Office Management include:

- Erecting 6 ft walls and lit fencing.
- Noise mitigation measures.
- Mechanical ventilation installed (windows are unopened).
- Window view outward only for areas requiring privacy.
- Detour sidewalks and protected pathways (measuring 5ft for two-way traffic).

Marshak Plaza (Plaza): Site safety plans implemented by DASNY and the Office of Campus Planning and Facilities Management confirming signs indicating stairwell closure and other sign postings or temporary barriers, and no entry signs.

In addition, the external sidewalk shed and barriers installed at the start of the renovations remain in place.

Marshak (Jeremiah H. Mahoney Pool): The Office of Campus Planning and Facilities Management has confirmed that the pool entrances are locked and that the keys are accessible only to authorized office personnel and DASNY.

NAC Building (Student Accessibility Center NAC and Aronow Theater): The Office of Campus Planning and Facilities Management has confirmed that access entry is accessible to authorized personnel.

Specific to the theater: The site is a hard-hat area, requiring workers and authorized personnel to wear protective gear. In addition, safety measures such as 6 Ft fences and security cameras are installed. Dumpsters and fencing do not block points of egress (exit ways). No active construction was occurring during the walkthrough.

Harris Hall: Sidewalk sheds were being installed during the walkthrough.

Workplace Violence Prevention Training

In compliance with New York State law and CUNY Policy, CUNY employees are required to complete training in workplace violence awareness and prevention at least once each academic year from the inception of their active employment at their respective campus at the City College of New York (CCNY) and the CUNY School of Medicine.

During the academic year, the trainings were available to each campus employee via CUNY **Brightspace** which is accessible during the academic year, and is monitored by each of the campus's designated Workplace Violence Compliance Training Administrators. The campus may also offer classroom training in lieu of, or in addition to, online training.

The training program address the following essential topics:

- a. An overview and definition of workplace violence;
- b. Techniques on how to recognize and avoid potentially violent situations, including de-escalation techniques;

- c. How employees can protect themselves and soliciting employees for program improvements;
- d. The importance of reporting incidents and the procedure for reporting incidents;
- e. Where employees can seek assistance during a dangerous situation;
- f. Resources, such as trauma counseling, that may be available to employees after an incident has occurred;
- g. Active shooter awareness.

5. Reporting Process/Procedures for Incidents of Workplace Violence

In order to maintain a safe working environment, incidents of workplace violence must be reported promptly to a supervisor (unless the complaint is made against the supervisor) and Public Safety. The phone number of the Department of Public Safety is (212) 650-7777 or (212) 650-6911.

Members of the College community are encouraged to report behavior they believe may lead to workplace violence:

1. After an incident occurs or upon receipt of a complaint, an investigation will be conducted by the Department of Public Safety. Complaints involving employees of the Department of Public Safety will be investigated by Human Resources.
2. Once there is an alleged incident of Workplace Violence reported, Public Safety will write an incident report. Public Safety maintains all records of initial reports and the results of any investigative reports relating to Workplace Violence at the College.
3. As set forth therein, investigative reports must include:
 - a. Workplace location where the incident occurred;
 - b. Time of day/shift when the incident occurred;
 - c. A detailed description of the incident, including events leading up to the incident and how the incident ended;
 - d. Names and job titles of employees involved; including other identifiers and the names of other individuals involved.
 - e. Nature and extent of injuries arising from the incident; and
 - f. Names of witnesses.
4. The Head of Public Safety, or their designee, will review the investigation results of incidents and complaints. Incidents that involve criminality will be referred to local law enforcement. Incidents in which there is no criminality, are referred to HR (employees) or Student Affairs (students) for review, action, and appropriate recommendations, including disciplinary action, in accordance with applicable policies and procedures.
5. As appropriate, the College Counsel will review cases and provide appropriate recommendations.
6. The WVAT, with the participation of the authorized employee/union representative(s), conducts a review of the Campus Workplace Violence Incidents Report at least annually to identify trends in the types of incidents in the workplace and reviews the effectiveness of the mitigating actions taken.
7. All reports are confidential and non-redacted copies are only distributed unless otherwise advised by College Counsel.

6. Retaliation

No employee is subject to criticism, reprisal, retaliation, or disciplinary action by the College for good faith reporting pursuant to the Program. Individuals who make false and malicious complaints of workplace violence, as opposed to complaints that, even if erroneous, are made in good faith, may be subject to disciplinary or other appropriate action.

7. Report of Violations of the Workplace Violence Prevention Policy and Program

Any employee or authorized employee representative who believes that the College's Workplace Violence Prevention Program is in violation of CUNY's Workplace Violence Prevention Policy, New York State Department of Labor Regulation Section 800.6 and New York State Labor Law Section 27(b), should bring their concerns to the attention of the proper authorities.

During events involving the threat of imminent danger call 911 and then contact the College's Department of Public Safety.

Events relating to concerns of other types of reportable incidents should be reported as detailed in Paragraph 7, above, and brought to the attention of the University Human Resources, 395 Hudson Street, New York, NY 10014.

If you are not satisfied with the College's response to an activity, policy or practice or believe a violation remains after an investigation you may request an inspection by notifying the Commissioner of Labor of the alleged violation. This notice to the Commissioner must be in writing and with a description of the grounds for the notice and must be signed by the employee or authorized employee representative in compliance with New York State Labor Law Section 27(b) and its implementing regulations.

8. Recordkeeping

All recordkeeping and reporting shall be made in compliance with the applicable law and regulation (currently New York Labor Law Sections 27-a and 27-b and 12 NYCRR Part 800) and the Policy and Program.

9. Program Effectiveness and Evaluation/Post-Incident Response

At least annually or after serious incidents, the WVAT evaluates the effectiveness of the Workplace Violence Prevention Program, including post-incident responses and evaluation processes. The review focuses on incident trends and the effectiveness of the control measures taken by the College. The review also assesses whether the reporting and recordkeeping systems are effective in collecting relevant information.