

Threat Assessment Policy TA (6/10/08)

I. Preamble

Davidson County Community College is committed to providing the best possible education for all its students and a good working environment for all its employees. In striving to achieve this goal, it is important to ensure the physical and emotional safety for all students, faculty, and staff.

A threat assessment is a tool the College may use when facing an extraordinary discipline and safety issue. A threat assessment is a way to assess a student's particular physical, emotional, and psychological well-being and help that student receive the assistance needed in order to continue being a productive member of the campus community. The primary goal of the threat assessment process at DCCC is to provide early assistance to students in distress in order to ensure well-being and safety and help prevent situations of concern, either before or after a conduct violation has occurred, from becoming more serious.

A student is defined as any person applying to the College or currently enrolled in any course at any campus location and/or online, including high school students applying to DCCC programs or currently enrolled in DCCC coursework at any campus location and/or online.

A threat is defined as any conduct that presents a clear and present danger to self, others, or the campus community in general. In immediate and serious threatening situations, the President or his or her designee reserves the right to waive the assessment process outlined in this document and act in the best interest of campus safety.

While some threat assessment resolutions may result in disciplinary action against the student, it is the sincere hope that through the threat assessment process, resources and assistance can be provided to the student in such a way that the student can continue to receive a quality education and DCCC can continue to be a friendly, safe environment for students and staff.

II. Convening the Threat Assessment Team

A. Discretionary Review

Faculty, staff, and students may contact any member of the Threat Assessment Team at any time to report observations of unusual student behavior, regardless of whether or not a code of conduct violation has occurred.

The first point of contact may be either the campus CRO (Davidson or Davie) or the Dean, Student Services and Enrollment Management (Davidson Campus)/Coordinator, Student Services (Davie Campus) if the situation presents imminent and serious danger.

Upon receiving a report, the Dean, Student Services and Enrollment Management, together with the Campus Resource Officer(s), will immediately conduct a preliminary investigation to determine if the report needs to be reviewed by the Threat Assessment Team. A preliminary investigation will include, but is not limited to contacting faculty and staff who know the student, and, if deemed appropriate and necessary, meeting with the student. Should the student refuse to meet, and if it is determined by the Threat Assessment Team as reasonably necessary to conduct and conclude its preliminary investigation and to address immediate safety concerns, the student may be immediately removed from campus.

The President and/or Dean, Student Services and Enrollment Management has the discretion to call for a Team review when facing an extraordinary discipline and/or safety issue. In addition to results of the preliminary investigation, factors the Dean should consider, including, but are not limited to, the following:

- Is this student possibly a threat to the health, safety, and welfare of himself and/or others? Why?
- Could this student benefit from additional psychological, physical, and emotional services? How?
- Does this student have a past history of disciplinary problems?
- Does the allegation include an altercation with another student or a member of the faculty or staff?
- Has the student already taken some action to apologize or take responsibility for the conduct?
- Has the student sought or is the student currently seeking outside help (i.e. private counseling)?
- Given the situation, is there adequate time for review by the Team?

B. Mandatory Review

The Dean, Student Services and Enrollment Management must convene the Team any time a student is immediately removed from campus. Such action is required when the student engages in serious criminal activity or demonstrates threatening behavior that constitutes a clear and present danger to the physical and/or emotional well-being of the student and/or other students, faculty, and staff. In such cases, the Dean will immediately suspend the student and remove her/him from campus for no more than ten school days pending a hearing (see 2007-2008 Student Handbook and Calendar, Temporary Suspension Procedures)

III. Composition of the Threat Assessment Team

The Threat Assessment Team membership will be as follows:

Position	Rationale
Dean, Student Services and Enrollment Management	Responsible for campus safety and student code of conduct
Campus Resource Officers, Davie and Davidson	Responsible for overall safety of the campus community
Coordinator, Student Services, Davie Campus	Responsible for providing student development services at the Davie Campus

Associate Dean, Davie Campus	Responsible for academic programs, including Davie Early College at the Davie Campus
Department Chair, Social Sciences	Responsible for Davidson Early College
Faculty, EMS	Responsible for student instruction; expertise in responding to incidents
Director, Student Activities and Evening/Weekend Programs	Holds evening hours and can respond to emergencies during that time
Executive Director, External Affairs or designee	Responsible for public relations
Mental Health Counselor, TBD	Responsible for providing mental health service to students

The Dean, Student Services and Enrollment Management, at his/her discretion, may include additional staff or faculty with expertise in dealing with the perceived threat to the Team as needed. If a conflict of interest occurs or the appearance of a conflict of interest arises for any of the Team members, the Dean shall appoint a substitute for that individual.

IV. Notification to the Threat Assessment Team and Student

After the Dean, Student Services and Enrollment Management and the Campus Resource Officer(s) review a situation and decide that it warrants a review by the Team, it shall be the Dean’s responsibility to assemble the Team in accordance with the provisions of Section II. If the situation involves a code of conduct violation, the Dean will make a reasonable effort to provide timely written notification of the charges to the student that includes requirements for cooperation with the investigation, and the Team’s investigation will serve as due process. Notification may be delivered by hand or through standard mail to the student. In the absence of a conduct violation, written notification to the student explaining that a Team has been assembled to evaluate the situation will be at the discretion of the Team.

The Dean shall provide the Team with a written report that includes:

- A full account (includes all relevant evidence) of the alleged concern or code of conduct violation.
- Factors for justifying a review by the Team.
- Any additional relevant information that would be useful to the Team to assist in their assessment.

V. Role of the Threat Assessment Team

The role of the Team is to assist students in distress and help prevent situations of safety concern, either before or after a conduct violation has occurred, from becoming more serious. Specifically, the Team will

- Review the alleged safety concern or code of conduct violation
- Evaluate the student’s behavior in light of the accumulated evidence.
- Provide appropriate recommendations to the President.

- Complete the assessment within three (3) business days if the student has been removed from campus.

At its discretion, the Team will have full investigatory authority when reviewing the alleged concern or conduct violation and evaluating the student's behavior. If a conduct violation has occurred, the investigation serves as the student's due process. The Team has the right to:

- Interview the student.
- Interview all relevant witnesses.
- Interview any individual that the Team deems helpful in providing a proper assessment.
- If applicable, interview the accuser(s).
- Inspect any of the student's school records. Note: The Team has a legitimate educational interest in the student's school records.
- Request the student to release medical records to the College.
- Request information from prior colleges the student has attended.
- If deemed necessary to the investigation, request the student to sign a waiver allowing elementary and secondary school records to be released to the College.

Nothing herein prevents the President and the Team from segregating multiple violations of the student Code of Conduct and/or reported concerns and proceeding with an investigation on violations/concerns that may be related to any alleged threatening behavior. For example, the Team may proceed with an investigation regarding alleged sexual harassment while analyzing other threatening behavior exhibited by the student.

VI. Student Cooperation with the Threat Assessment Team's Investigation

The student shall fully cooperate with the Team and their investigation. A student's failure to cooperate with the Team in any way shall be considered by the Team and will be reflected in the Team's recommendation to the President. Requirements for cooperation and consequences for failure to cooperate shall be stated in written communication to the student.

VII. Recommendations by the Threat Assessment Team

Once the Team has concluded their investigation, the Team will issue a written recommendation report to the President (*or if time is of the essence, the Team's verbal recommendations shall be reduced to writing as soon as practicable*). These recommendations may include:

- An opinion as to whether or not the student may constitute a threat to the health, safety, and welfare to himself/herself or others, and if "yes", the Dean, Student Services and Enrollment Management will notify law enforcement.
- A suggested Action Plan for the student, if any. An Action Plan may include, but is not limited to the following:
 - Anger management counseling.

- Psychological counseling
- Professional psychological assessment.
- Waiver from the student allowing the release of the student's school records to local mental health authorities and/or law enforcement.
- Waiver from the student allowing the release of the student's health records and prior educational records to the College.
- Scheduled meetings with Student Services staff
- In the case of a conduct violation, appropriate discipline sanctions, if any.
- Administrative withdrawal from the College.
- Hold on the student's application for admission or course request form.

The President reserves the right to disagree with the recommendations of the Team and implement other action consistent with the Code of Conduct and/or in the *best* interest of campus safety, as appropriate. In such a case, a revised recommendation report will be prepared by the Team and approved by the President.

A copy of this recommendation report shall be included in the student's school records.

VIII. Use of the Threat Assessment Team's Recommendations

Once the Team has presented its report to the President and recommendations are finalized, the Dean, Student Services and Enrollment Management will have a meeting with the Student and explain the Team's recommendations.

At this meeting, for an alleged safety concern or code of conduct violation, the student will be given:

1. Written notification, of the investigation, findings, recommendations, and if applicable, discipline sanctions and the appeal process. Conditions under which the student may remain in good standing or return to campus and follow-up requirements will also be outlined.
2. If applicable and in accordance with the Team's recommendations, an agreement for signature by the student forgoing the right to a future hearing and all future appeals and bound by the Team's recommendations.

In the case of a safety concern absent a conduct violation, if the student does not voluntarily agree to the Team's recommendations, the Team may file the appropriate Code of Conduct charge and pursue the student discipline process.

IX. Review Period

The Team shall meet at least once per month for one school year to monitor the progress of the student and create a written progress report after each meeting that will be included in the student's school records. If the student has been removed from campus, the student's record will be flagged and efforts will be made, to the best of the Team's ability and according to the availability of information, to monitor the student's progress and/or readiness to return to school. At the end of the one-year review period, the Team will decide if additional monitoring is necessary and for how long. Once additional monitoring is deemed unnecessary, the Team will create a final *written* progress report and include that report in the student's school records.

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If a student agrees to be bound by the recommendations of the Team, and the student violates any of those recommendations, the violation will be treated as a violation of the Student Code of Conduct, and normal disciplinary procedures will follow.