



CARE Team and Intervention Authority

LP 6.4

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Policy Owner:
Board of Trustees

Policy Administrator:
Vice President for Student Affairs

Affected Parties:
Employees
Students

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I Authority and Mission

- A. In order to encourage an environment of increased safety, Lander University ("University") is authorized to create a CARE¹ Team to identify, assess, and respond to behavior that may pose a threat of harm to University students, employees, or invitees.
- B. The mission of the CARE Team is to promote a safe, caring, and productive environment for all members of the University community. The CARE Team addresses critical psychological, emotional, physical, behavioral, or other well-being concerns through review of reported incidents, and provides recommendations to ensure the safety of the University community.

II Scope and Limitations of Authority

- A. The CARE Team's efforts do not replace other classroom management or disciplinary processes.
- B. The jurisdiction of the Team's authority shall extend to employees, students, visitors, applicants, and/or community members regarding on- or off-campus behavior deemed to be a legitimate concern and/or a potential threat of harm to one or more members of the University community.
- C. The CARE Team determines if a person's behavior constitutes an unreasonable risk to one or more members of the University community and recommends an action plan to pertinent University personnel with authority to take immediate emergency action, including, but not limited to, interim suspension, the removal of the person from University property, and/or the issuance of a trespass notice.
- D. No member of the CARE Team will disclose any individual's criminal history record information or personal health information or otherwise use any other record beyond the purpose for which such disclosure was



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made to the Team. However, such information may be shared with senior members of the University administration on a need-to-know basis to consider suitable action based on circumstances

III PROCEDURES

- A. The CARE Team shall meet regularly and as necessary to evaluate behaviors that are perceived to be self-injurious, threatening, harmful, concerning, or disruptive in order to coordinate a timely response.
- B. The Team shall be a multidisciplinary group composed of individuals from various departments throughout the University to ensure collaboration and coordination of efforts. Key members will typically include, but are not limited to, representatives of the following areas: Lander University Police Department, Student Affairs, Enrollment and Access Management, Academic Affairs, and Human Resources. To maintain confidentiality, core Team members may be divided into subsets based on an individual's affiliation (e.g. employee, student, other affiliation).
- C. Any action(s) that may be imposed on a student, such as the loss of privilege to live on campus, suspension, or expulsion, require(s) a formal referral to the Office of Student Conduct. Such referrals will initiate the disciplinary hearing process in accordance with the Lander University Student Code of Conduct published in the Student Handbook². Student medical leave will be handled in accordance with the University-Initiated Student Medical Leave Policy.
- D. Employee-related matters shall be referred to the Office of Human Resources and resolved based on University policy and applicable state laws. All faculty-related matters must be referred to the appropriate academic reporting channels (e.g., chair, dean, provost) before going to the Office of Human Resources.
- E. Due process shall be afforded to all individuals, the specific details of which are published in the Student Handbook³, the Faculty Handbook⁴, and the Employee Handbook⁵.

IV Tracking and Record Management

- A. For all relevant cases, the CARE Team shall maintain confidential records, including records regarding follow-up and reports that derive from any assessment proceedings.
- B. These records shall be entered in a secure, protected, and searchable database that will facilitate the monitoring of ongoing cases and the provision of assessment and longitudinal follow-up.
- C. Students may submit a written request to have their CARE Team notes expunged.
- D. The CARE Team retains the authority to expunge, amend, or retain the notes "as is." A written summary of the CARE Team's decision on expungement requests shall be made available to the student.
- E. If a request for expungement is denied by the CARE Team, an appeal of the CARE Team's decision may be submitted in writing to the Vice President for Student Affairs. The basis of this request



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should describe any changes in circumstances since the previous review. A written summary of the Vice President for Student Affairs' decision on expungement shall be made available to the student.

V Reporting of Concerning Behavior

- A. It is the responsibility of all members of the University community to report any self-injurious, intimidating, threatening, atypical, and/or other concerning behavior via the online [Welfare Concern/CARE Report Form](#)⁶ or by contacting the Lander University Police Department (for active or imminent threats) at 864-388-8222, 8911 (on-campus only), or via 911 (off-campus).
- B. The CARE Team is responsible for creating a culture of reporting to ensure that appropriate support is provided in a timely manner.
- C. No person who, in good faith, reports threatening or other concerning behaviors in accordance with this procedure will be subject to retaliation by the University or its employees.
- D. Although reports submitted via the [Welfare Concern/CARE Report Form](#)⁷ will be monitored on a daily basis, these reports may not be accessed in real time. Active or imminent threats or danger should be reported immediately to the Lander University Police Department at 864-388-8222, 8911 (on-campus only), or via 911 (off-campus). Examples of imminent threats or danger include, but are not limited to:
 1. Suicidal threats or recent attempts at suicide. These may include self-inflicted wounds, ingestion of toxic/dangerous substances, or overdoses of prescribed medications.
 2. Assaultive behaviors.
 3. Brandishing of guns, firearms, or other weapons.
 4. Threat of using a weapon.
 5. Physical, verbal, or written threats to harm or kill another person.
 6. Severe rage.
 7. Sexual violence.
 8. Life-threatening injury or illness.
 9. Unconsciousness or the inability to communicate clearly (e.g., incoherent, garbled, slurred speech).
 10. Any significant impairment of normal functioning.
 11. Loss of contact with reality (or acts indicating loss of contact with reality) and/or unawareness of the consequences of actions. These may include confusion, disorientation, seeing/hearing things that are not there, and/or paranoia.
 12. Active or imminent damage to property.



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- E. Threats or concerns that are considered troubling, but that may not require an immediate response should be reported to the CARE Team. Examples of troubling behaviors include, but are not limited to:
1. Evidence of suicidal thoughts expressed through writings, papers, or conversation.
 2. A dramatic change in behavior or behavior that is atypical for the individual. Examples of atypical behavior for a student include failure to attend class, a significant drop in grades or performance, dramatic changes in energy, or exaggerated personality traits.
 3. Angry outbursts or intense and abnormal reactions to events.
 4. Preoccupation with violent themes, death, or destruction.
 5. A lack of self-control and/or increased impulsivity.
 6. Stalking behaviors.
 7. Emotional distress; evidence of hopelessness, despair, or excessive grieving.
 8. Threatening or inappropriate emails.
 9. References to harming others.
 10. Rumors of an individual's planning a violent event.
 11. Suspected use of alcohol or other substances in class.
 12. Noticeable injuries, such as cuts, burns, or bruises.
 13. Disordered eating and/or sudden or significant weight loss.
 14. Threats of damage to property.
 15. Extreme or persistent disruptive classroom behavior that cannot be controlled through other efforts.
 16. Failure to comply with individualized treatment recommendations when treatment may be reasonably expected to ameliorate the problematic behavior.
- F. General welfare concerns should also be reported to the CARE Team. While some circumstances may not warrant a CARE Team response, tracking and ensuring that an individual is connected with appropriate resources is an important early intervention effort.

¹ CARE: Collaboration, Assessment, Response, and Evaluation

² Student Handbook: <https://www.lander.edu/student-life/student-conduct/student-handbook>

³ *Due Process* in the **Student Handbook** (2019-20) can be found in the *Student Code of Conduct* section, pages 105-108.

⁴ *Due Process* in the **Faculty Handbook** (Revised June 2019) can be found on pages 13, 40-41.



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⁵ *Due Process* in the **Employee Handbook** (Effective July 1, 2004) can be found under the *Discipline* section, pages 56-57.

⁶ Welfare Concern/CARE Report Form URL: <https://www.lander.edu/care>

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