Western New Mexico University Threat Assessment and Violence Prevention Plan
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MISSION STATEMENT

Western New Mexico University (WNMU), through its Threat Assessment Team (TAT), is dedicated to a proactive, coordinated, and planned identification, prevention, assessment, management, communication, and reduction of interpersonal and behavioral threats to the safety and well-being of students and their families, faculty, staff, and visitors.

PURPOSE

WNMU expects that faculty, staff, and students will conduct themselves in a manner that respects the communities of which they are members, creates an atmosphere conducive to learning and working and reflects positively on the faculty, staff, and students themselves and WNMU.

It is important, therefore, to clarify the types of conduct that are considered to affect adversely the University’s educational function, disrupt community living on campus, or to interfere with the right of others to the pursuit of their education or to conduct University duties and responsibilities. In an effort to accomplish this, but without intending the list to be all-inclusive, the following is set forth:

Any member of the University community—student or member of the faculty or staff—who engages in or attempts to commit or engage in any of the following conduct shall be subject to appropriate disciplinary procedures and sanctions:

- Obstruction or disruption, by any means, of teaching, research, administration, disciplinary procedures, or other University or University-authorized functions, events, or activities.
- Unauthorized or prohibited entry into or onto, or unauthorized or prohibited occupation or use of, any University facility, building, vehicle, or other University property.
- Physical abuse, the threat of physical abuse, or intimidation or other conduct which threatens or endangers the health or safety of any person on campus or at any University-authorized function or event.
- Theft of, damage to, or defacement of property of the University or property of any person on campus.
- Denial of, or interference with any person’s lawful right of access to, use of, or exit from any University facility or with any other lawful right of any person on campus.
- The destruction of, or damage to, property of the University or the property of others on campus.
• Use or possession on the campus of firearms, ammunition, or other dangerous weapons, substances, or materials, or of bombs, explosives, or incendiary devices, except as authorized.

• Forgery or alteration or destruction of University documents or property.

• Submission of false information, whether verbally or in writing, to the University.

• Knowingly making false accusations against any member of the University community in a complaint or grievance filed under any University policy.

• The repeated use of obscene or abusive language in a classroom or public meeting where such language is beyond the bounds of generally accepted good taste and which, if in a class, is not significantly related to the teaching of the subject; the use of obscene or abusive language against another member of the University, faculty, staff, or students.

• Disorderly, lewd, or indecent conduct occurring on campus or at a University-recognized or University-sponsored activity off campus.

• Any act that demonstrates the probability that the person constitutes a physical danger to himself or herself or others on campus.

• Willfully refusing or failing to leave the property of, or any building or other facility owned, operated, or controlled by the Board of Regents upon being requested to do so by an authorized representative of the University, or if the person is committing, threatening to commit, or inciting others to commit, any act which would disrupt, impair, interfere with or obstruct the lawful mission, processes, procedures, or functions of the University.

• Consumption of alcoholic beverages on campus except as specifically authorized as outlined in established University policy.

• Any other acts or omissions which affect adversely the University’s public image, its educational function, disrupt community living on campus, interfere with the rights of others to the pursuit of their education, or affect adversely the processes of the University.

• Violation of other University policies.

• Aids or conspires with others in committing or inciting others to commit any act set forth above.

(WNMU Board of Regents Manual, I.8. Conduct Leading to Disciplinary Action.)

Threats are unacceptable regardless of whether the person communicating the threat has the ability to carry them out, whether the threat is made on a present, conditional, or future basis, or whether the threat is made in person, through another person, in writing, over the phone, in the mail, or electronically.

For University employees, as determined by their supervisors, individuals found to engage in behavior in the workplace in violation of the Board of Regents Manual, as stated above, will be subject to disciplinary action, using existing policies and procedures, up to and including termination and criminal prosecution.
For University students, individuals found to engage in behavior in violation of this policy in an educational setting will be subject to disciplinary action, using existing policies and procedures, up to and including dismissal and criminal prosecution.

WHO IS COVERED BY THIS PLAN

This Plan shall apply to all WNMU students, faculty, staff, and visitors to the University and to activities and events occurring on all University-owned and/or controlled property, buildings, facilities, etc. and to activities and events, regardless of the location, sponsored by the University or by a University-recognized organization.

This Plan does not provide for the adjudication of misconduct by, discipline of, or imposition of sanctions on employees or students. Such action may, however, be taken against individuals whose behavior is addressed under this Plan using existing policies and procedures.

DEFINITIONS

Threat Assessment Team
The WNMU TAT is a team of faculty and staff that assesses University threats and responds to incidents as appropriate. The team consists of representatives from the Office of President, University Police, Human Resources, AA/EEO, Risk Management, University counseling services, Student Affairs, Academic Affairs, General Counsel’s Office, and other units as determined necessary.

Threat
A stated intention to inflict injury, damage, or hostile action, whether the intention is expressly stated or implied, whether the person communicating the threat has the ability to carry out the threat, whether the threat is made on a present, future, or conditional basis, or whether the threat is made in person, in writing, over the phone, in the mail, electronically, or by any other means.

Threatening Behavior
Includes, but is not limited to:
- Physical actions short of actual contact/injury (i.e., moving closer aggressively, waving arms or fists, yelling in an aggressive or threatening manner);
- General oral or written threats to people or property (i.e., “you better watch your back” or “I’ll get you”), including the use of any electronic means;
- Threats made in a “joking” manner;
- Stalking behavior;
- Hate speech; or
- Implicit threats (i.e., “you’ll be sorry” or “this isn’t over yet”).

Violent Behavior
Includes, but is not limited to:
- Any physical assault, with or without weapons;
- Behavior that a reasonable person would interpret as being potentially violent (i.e., throwing things, pounding on a desk or door, or destroying property);
- Specific threats to inflict harm (e.g., a threat to shoot a named individual); or
• Use of any object to attack or intimidate another person.

**Threat Management Plan**
A Threat Management Plan is an active, individualized case management plan based on information gathered in an investigation and on other facts known about the subject(s). It is intended to help de-escalate, contain, or if possible control a subject who has exhibited either extreme or severe risk behavior as defined below; to decrease the vulnerabilities of possible targets of such behaviors; to discourage escalation of the circumstances; and to prepare for and mitigate against precipitating events that may trigger such behaviors.

**Active Monitoring Plan**
An Active Monitoring Plan is an active, individualized case monitoring plan based on information gathered in an investigation and on other facts known about the subject(s). It is intended to facilitate the monitoring of a subject who has exhibited elevated, moderate, or mild risk behavior as defined below and to provide for periodic re-assessment of a subject’s behavior and corresponding potential threat level. Active monitoring may also be used as a follow-up to a Threat Management Plan to ensure that extreme and/or high risk behavior is effectively managed. (Reference NaBITA Threat Assessment Tools, pp. 14-15.)

**Extreme Risk Behavior**
- Student is dysregulated (way off baseline) or medically disabled;
- Threat made or present;
- Threat is concrete (specific or direct)
- Likely to be repeated or shared with multiple reporters
- Information about threat or threat itself is consistent, plausible, or includes specific detail of a plan (time, place, etc.), often with steps already taken;
- Threat may be repeated with consistency;
- Content of threat suggests threatener will carry it out (reference to weapons, means, target);
- Threatener may appear detached.

**Severe Risk Behavior**
- Disturbed or advancing to dysregulation;
- Threat made or present;
- Threat is vague, but direct, or specific but indirect;
- Likely to be repeated or shared with multiple reporters;
- Information about threat or threat itself is consistent, plausible, or includes increasing detail of a plan (time, place, etc.);
- Threat likely to be repeated with consistency (may try to convince listener they are serious);
- Content of threat suggests threatener may carry it out.

**Elevated Risk Behavior**
- Seriously disruptive incident(s);
- Exhibiting clear distress, more likely disturbance;
- Threat made or present;
- Threat made is vague and indirect, but may be repeated or shared with multiple reporters;
- Information about threat or threat itself is inconsistent, implausible, or lacks detail;
- Threat lacks realism or is repeated with variations;
- Content of threat suggests threatener is unlikely to carry it out.
Moderate Risk Behavior
- Behavior more concerning, more involved or includes repeated disruption. Likely distressed or low-level disturbance;
- Possible threat made or present;
- Threat is vague and indirect;
- Information about threat or threat itself is inconsistent, implausible, or lacks detail;
- Threat lacks realism;
- Content of threat suggests threatener is unlikely to carry it out.

Mild Risk Behavior
- Disruptive or concerning behavior;
- Student may or may not show signs of distress;
- No threat made or present.

No Identified Risk
Behavior which does not appear to pose a threat of violence or self-harm at this time, nor is significant disruption to the community expected. Close case after proper documentation.

Dysregulation/Medically Disabled
- Suicidal;
- Para-suicidal (extreme cutting, eating disordered);
- Individuals engaging in risk taking behaviors (e.g. substance abusing);
- Hostile, aggressive, relationally abusive;
- Individuals deficient in skills that regulate emotion, cognition, self, behavior, and relationships.

Disturbance
- Behaviorally disruptive, unusual and/or bizarre acting;
- Destructive, apparently harmful to others;
- Substance abusing.

Distress
- Emotionally troubled;
- Individuals impacted by situational stressors and traumatic events;
- May be psychiatrically symptomatic.

Employee
Any employee of the University, including, but not limited to, leased and contract employees.

Student
Any person enrolled full-time or part-time in any program of study at WNMU and its various campuses.

Visitor
Any non-employee or non-student, to include resident family members, present on the University campus or at any University-controlled location for any purpose professional or private. This includes both invited and uninvited guests.

Workplace/Educational/Residential Setting
Any locations, either permanent or temporary, where faculty, staff, or students perform any work-related duty, are involved in educational activities, or reside. This includes, but is not limited to, the buildings and the surrounding perimeters, including the parking lots, field locations, and alternate work locations.

ROLES AND RESPONSIBILITIES

Threat Assessment Team Responsibilities

1. This Plan establishes a Threat Assessment Team (TAT) as a mechanism to assess University violence, threats of violence, and risks of disruption and to respond to such violence, threats, and/or risks as appropriate. The TAT provides a proactive, coordinated, and planned approach to the identification, assessment, management, and, where possible, reduction and/or prevention of behavior that falls into the extreme risk, severe risk, elevated risk, moderate risk, and mild risk classifications defined above. Key objectives for the team include:
   - Providing a repository for information about behavioral concerns across different University units so as to identify persons in distress as early as possible;
   - Facilitating timely communication among different University units about individual behavioral concerns;
   - Investigating or gathering additional information about individuals of concern, including individuals outside of the University community;
   - Assessing the information so that the University can devise an appropriate response;
   - Recommending interventions, threat management plans, active monitoring plans, and other case management strategies that connect individuals of concern with needed resources;
   - Recommending plans for reintegrating a subject once initial actions are complete and the threat eliminated;
   - Assisting with the education of the University community about the types of behavior or concerns that they should report to team members;
   - Developing recommendations based on an evaluation of data on individual behavior dealt with by the team.

2. Membership.
   The TAT shall consist of:
   - President Designee(s)
   - Student Affairs Designee(s)
   - Academic Affairs Designee(s)
   - University Police Designee(s)
   - Risk Management Designee(s)
   - Student Health Services (Mental Health Counselor & Nurse Practitioner)
   - AA/EEO Designee(s)
   - Faculty member from Chemical Dependency Program

   Additional members may be included as required by the specific circumstances of a particular situation.

   The TAT will use a case-management based approach to respond to reports of students, faculty, and staff having difficulties and/or demonstrating concerning behaviors. The TAT
shall guide the process from internal assessment to planning interventions with the objective of reducing the risk. This includes the development of a recommended plan for reintegration of the subject once initial actions are complete and the threat eliminated.

The TAT will utilize available resources and additional members as appropriate to assist it in gathering information about a student, employee, or other university community member exhibiting behavioral concerns. The TAT may consult with other appropriate staff and/or mental health experts in carrying out its assessment function. It is recognized that multi-disciplinary consultation is a critical part of the threat assessment protocol.

The WNMU Office of Student Affairs shall be the custodian of TAT records, both electronic and hardcopy.

As indicated in this Plan, the TAT does not prescribe discipline or treatment. It is limited to addressing reported behaviors involving violence, threats of violence, or risks of disruption by gathering information, making assessments, and providing recommendations.

   • Reports of Concern: The TAT may receive written or verbal reports about behaviors of concern from any member of the University community, including its own members. A verbal report, when needed depending on the situation, should be followed by a written report. Situations involving Extreme Risk Behaviors should be immediately reported by the TAT to the WNMU University Police.
   • Inquiry/Investigation: Upon receiving a report, the TAT will focus upon determining whether or not the individual of concern poses, based on past and/or present behavior, a threat of violence or risk of disruption. The TAT may gather information and facts from all available sources. It shall be granted access, as appropriate, to a student’s record, including his or her disciplinary record, and to an employee’s employment record. It may contact individuals with information about reported incidents or actions involving the individual of concern, as well as others (faculty, staff, students, local authorities, parents and family members, acquaintances, and other individuals who may know the individual or have pertinent knowledge). These inquiries may be made by designated members of the TAT individually or may be carried out by the TAT acting as a convened group, such as by interviews conducted by the TAT when convened.
   • Assessment and Development of Plan: Based on information gathered by the TAT, it shall make a risk assessment of the subject individual’s reported behavior and classify such behavior as Extreme Risk, Severe Risk, Elevated Risk, Moderate Risk, Mild Risk, or No Identified Risk. The TAT shall then develop a plan, as and if required by the Threat Assessment and Violence Prevention Plan, for the risk classification that it has identified. The TAT shall complete a risk assessment and develop a plan regardless of the outcome of any criminal proceedings initiated by law enforcement authorities and/or any disciplinary proceedings initiated by the University.
   • Referral/Recommendations: The TAT may make referrals or recommendations, as follows:
     o Make recommendations to appropriate University personnel that may include actions such as the initiation of disciplinary action as provided for in the Student Handbook, the Faculty Handbook, and/or the Staff Handbook. Recommendations will also be conveyed to the Vice President of the pertinent administrative unit in each case.
     o Recommend that the subject faculty, staff employee, or student be referred for professional counseling.
o Make recommendation(s) for the filing of criminal charges.
o Make recommendations for other actions as deemed appropriate.

• Conclusion: Once the TAT has determined that the individual of concern does not pose or no longer poses a threat of violence or risk of significant disruption, the matter will be considered closed for purposes of the Threat Assessment and Violence Prevention Plan. Involved parties may be informed when a situation is concluded. Reports regarding the disposition of the incident will be conveyed to the affected reporting individual(s), whenever possible and allowed by law.
o A student of concern may continue to be followed up by Student Affairs and Academic Affairs offices.
o An employee of concern may continue to be followed up by his or her supervisor, Academic Affairs (faculty), and/or Human Resources.

• Action by Other Officials: The closing of a matter by the TAT is completely independent of, and shall have no effect upon:
o For any individual of concern, the initiation or continuation of a law enforcement investigation into the individual’s conduct by University or local law enforcement authorities and/or the institution of criminal proceedings against such individual.
o For a student of concern, referral for counseling, the initiation of student disciplinary proceedings, or other appropriate action by Student Affairs or by Academic Affairs officials.
o For an employee of concern, referral for counseling, the imposition of disciplinary sanctions or the initiation of disciplinary proceedings, or other appropriate action by the employee’s supervisor or other authorized officials.

It is anticipated that conduct violating University policy or rules or federal, state, or local law will be addressed by institutional or civil/criminal proceedings initiated by those officials with the enforcement responsibility for such policy, rules, or law.

5. Meetings.
The Vice President for Student Affairs or Designee, as Chair of the TAT, shall call an emergency meeting as soon as is practicable upon receipt of a report of conduct that may fall into the Extreme Risk or Severe Risk behavior classifications. The TAT shall ordinarily meet within 24-48 hours of receipt of an initial report regarding conduct that appears to fall into the Elevated Risk or Moderate Risk behavior classification, and it shall meet within a reasonable time under all the circumstances with respect to conduct that falls into the Mild Risk behavior classification. As long as there are active cases being addressed under a Threat Management Plan or an Active Monitoring Plan, the TAT shall meet as needed. In the absence of any active cases, the TAT shall be convened at least once each semester to review relevant topics in the area of threat assessment, behavioral statistics, resource availability, etc. Other topics, such as University policies, state and federal law and regulations, ethical issues, and confidentiality concerns may also be scheduled for discussion and review.

A summary report shall be submitted to the President and all Vice Presidents at the end of every semester.

FERPA protects student education records and information in them from disclosure, subject to certain recognized exceptions. One such exception allows a University official to make disclosure when an emergency exists and disclosure is necessary to protect the health or safety of the student or other individuals.
The determination of whether or not “necessity” exists requires a consideration of the seriousness of the health or safety threat, the extent of the urgency in time, the need for the information, and the ability of the recipient of the information to deal with the emergency. The WNMU Chief of Police, the Vice President for Student Affairs, the Vice President for Academic Affairs, the Office of the President, or the General Counsel, or other designees as determined by the University, may provide assistance in making this determination.

In addition, it is important to understand that a faculty or staff member’s observations of a student’s behavior are not within the scope of FERPA. For example, if a faculty or staff member sees a student exhibiting threatening behavior, the faculty or staff member may contact an appropriate University official for guidance on how to respond. In such a situation, an appropriate official might include members of the TAT, WNMU University Police, the Student Counseling Center, the Vice President for Student Affairs, General Counsel, a department chair, etc.

Disclosure of confidential student information to parents should only be made when consistent with FERPA and then only by the Office of Student Affairs. The release of information about University students to the media shall be made by the University’s Public Information Officer in consultation with the Office of the President.

Responsibilities for Departments/Units, Faculty, Staff, and Students

Department Responsibilities
When notified of a threat or violent incident, departmental personnel should respond in a prompt and effective manner. Effective response includes a full and prompt investigation, determination of appropriate disciplinary action using existing policies and procedures, and follow-up with any affected faculty or staff, including
- Notifying the WNMU University Police regarding any threat or act of violence whether the information is known through firsthand knowledge or report;
- Cooperating with the TAT to implement any recommended action plan;
- Familiarizing employees with the University Threat Assessment and Violence Prevention Plan.

Department heads are encouraged to schedule violence prevention training for supervisors and managers and to provide similar training for other staff as appropriate.

Faculty, Staff, and Student Responsibilities
All faculty, staff, and students are encouraged to be alert to the possibility of violence on the part of employees, former employees, students, customers, contractors, and strangers. Any report of violence or threats of violence will be handled in a confidential manner with information released only on a need-to-know basis.

Faculty, staff, and students who act in good faith by reporting real or implied violent behavior or violations of University policy will not be retaliated against or subjected to harassment.

Deliberately false or misleading reports of violence under this Plan will be handled as incidents of unacceptable personal conduct, and individuals making such false or misleading reports will be subject to disciplinary action under the University’s disciplinary policies.

Faculty, staff, and student responsibilities include
• Being familiar with the Threat Assessment and Violence Prevention Plan;
• Reporting violations of University policy to the appropriate University official delineated in
  this Plan and to the WNMU University Police, including threats or perceived threats.

Reporting Threats and Violence

A. Emergency Situations – Extreme Risk Behavior or Severe Risk Behavior

A situation possibly involving extreme or severe risk should be considered an emergency and should
be immediately reported to the WNMU University Police. The WNMU University Police may be
reached as follows:

• From a University phone: 9-911
• From a cellular or off-campus phone: 911

These numbers should be used for the Silver City campus only. The Deming, Gallup, Lordsburg,
and T or C campuses should report emergency situations to local law enforcement.

Examples of extreme or severe risk emergency situations include, but are not limited to, the
following:

• Possession of unauthorized weapons (guns, knives, etc.) on any University campus;
• Possession of bombs or bomb-making materials;
• Physical assault or attempted assault, with or without weapons;
• Specific threats to inflict harm to self and/or a named individual (e.g., a threat to
  shoot a named individual).

B. Non-Emergency Situations – Elevated Risk, Moderate Risk, or Mild Risk

Any situations involving a threat of violence or a risk of disruption that is clearly not within the
extreme risk or severe risk classifications should be reported pursuant to this section.

1. The WNMU University Police may be reached as follows:

• From a University phone: 6231
• From a cellular or off-campus phone: 538-6231

These numbers should be used for the Silver City campus only. The Deming, Gallup,
Lordsburg, and T or C campuses should report non-emergency situations to local law
enforcement at their respective non-emergency numbers.

2. An incident form that may be used for such a report is available online at
   www.wnmu.edu/IncidentForm and may be completed and submitted online or be completed in
   hard copy and delivered to the Office of Student Affairs. The Office of Student Affairs will be
   responsible for transmitting the information to the appropriate offices and/or departments.

Examples of conduct that fall under the reporting duty for “non-emergency situations” include,
but are not limited to, the following:
• A radical change in a person’s behavior, academic or workplace performance, appearance, or conduct;
• Aggressive or irrational behavior through words and/or actions;
• Severe depression, unhappiness, or irregular emotional behavior that interferes with academic or workplace performance;
• Inability to control anger, confrontational or disturbing words or actions;
• Unusual overreaction to normal circumstances;
• Any threat or act of violence;
• Damage to property;
• Unusual nervousness, tension, or anxiety;
• Expression of suicidal thoughts, feelings, or acts;
• Any other action, word, or behavior that one may reasonably believe could lead to violence;
• Threatening statements, displays, photos, or other publications in electronic format or communication;
• Other examples as defined in this Plan.

C. Domestic Violence in the University Environment

In an effort to promote a safer work environment, employees who are the victims of domestic violence, or who believe they may be the targets or victims of such violence, are encouraged to promptly notify their supervisor, an appropriate administrator, or the WNMU University Police.

Likewise, to promote a safer educational setting, students who are victims of domestic violence, or who believe they may be targets of such violence, are encouraged to promptly notify the Office of Student Affairs.

Faculty, staff, and students who have Protective Orders also are expected to provide copies to the WNMU University Police so that this office can (1) ensure appropriate law enforcement actions occur and (2) assist in maintaining the safety of potential victims.

Confidentiality will be maintained to the extent allowed by law.

D. Confidentiality

All reports will be handled in a confidential manner whenever possible. The TAT will take reasonable steps to maintain the privacy of those who make a referral, if requested. If the circumstances do not allow privacy to be maintained, this will be discussed with the person making the referral. Information will be released on a need-to-know basis within the University community and in accordance with local, state, and federal laws and University policies. University administrators will be sensitive and responsive to the potential for reprisal directed at employees or students who report behavior within the scope of the Threat Assessment and Violence Prevention Plan.

PLAN MAINTENANCE

Annual Review of Plan and Procedures
This Plan and the procedures contained within it shall be reviewed and updated annually or more frequently if organizational or situational changes warrant. The TAT is responsible for conducting all reviews and updates. The WNMU Crisis Intervention Response Team (CIRT) has final approving authority for all Plan changes.

The CIRT Coordinator is responsible for maintaining the Threat Assessment and Violence Prevention Plan document and incorporating changes approved by the CIRT and will work with the TAT during each update period to provide draft and final versions of this Plan.

The Threat Assessment and Violence Prevention Plan and all subsequent revisions shall be included as an annex to the University’s Crisis Intervention Plan.
**NaBITA THREAT ASSESSMENT TOOL**

**MENTAL & BEHAVIORAL HEALTH, “THE D-SCALE”**

- **Dysregulation/Medically Disabled**
  - Suicidal
  - Para-suicidal (extreme cutting, acting disordered)
  - Individuals engaging in risk-taking behaviors (e.g., substance abusing)
  - Hostile, aggressive, relationally abusive
  - Individuals deficient in skills to regulate emotion, cognition, self, behavior and relationships

- **Disturbance**
  - Behaviorally disruptive, unusual and/or bizarre acting
  - Destructive, apparently harmful to others
  - Substance abusing

- **Distress**
  - Emotionally troubled
  - Individuals impacted by situational stressors and traumatic events
  - May be psychiatrically symptomatic

**GENERALIZED RISK**

- **Extreme**
- **Severe**
- **Elevated**
- **Moderate**
- **Mild**

**NINE LEVELS OF AGGRESSION**

- **9**
  - Loss of attack
- **8**
  - Wavering attack
  - Limited destructive blows
- **7**
  - Threat strategies
  - Forced loss of face
  - Image destruction
- **6**
  - Actions vs. words
  - Harmful debate
  - Hardening
- **5**
  - Trigger phase
- **4**
  - Escalation phase
- **3**
  - Crisis phase

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*Medically Disabled is a clinical term, as in a psychiatric book. It is not the same as “disabled” under federal law.

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## Classifying Risk

<table>
<thead>
<tr>
<th>Mild Risk</th>
</tr>
</thead>
<tbody>
<tr>
<td>Disruptive or concerning behavior.</td>
</tr>
<tr>
<td>Student may or may not show signs of distress.</td>
</tr>
<tr>
<td>No threat made or present.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Moderate Risk</th>
</tr>
</thead>
<tbody>
<tr>
<td>More involved or repeated disruption. Behavior more concerning.</td>
</tr>
<tr>
<td>Likely distressed or low-level disturbance.</td>
</tr>
<tr>
<td>Possible threat made or present.</td>
</tr>
<tr>
<td>Threat is vague and indirect.</td>
</tr>
<tr>
<td>Information about threat or threat itself is inconsistent, implausible or lacks detail.</td>
</tr>
<tr>
<td>Threat lacks realism.</td>
</tr>
<tr>
<td>Content of threat suggests threatener is unlikely to carry it out.</td>
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<tr>
<th>Elevated Risk</th>
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<tbody>
<tr>
<td>Seriously disruptive incident(s).</td>
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<tr>
<td>Exhibiting clear distress, more likely disturbance.</td>
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<td>Threat made or present.</td>
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<table>
<thead>
<tr>
<th>Severely Risk</th>
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</thead>
<tbody>
<tr>
<td>Disturbed or advancing to dysregulation.</td>
</tr>
<tr>
<td>Threat made or present.</td>
</tr>
<tr>
<td>Threat is vague, but direct, or specific but indirect.</td>
</tr>
<tr>
<td>Likely to be repeated or shared with multiple reporters.</td>
</tr>
<tr>
<td>Information about threat or threat itself is consistent, plausible or includes increasing detail of a plan (time, place, etc).</td>
</tr>
<tr>
<td>Threat likely to be repeated with consistency (may try to convince listener they are serious).</td>
</tr>
<tr>
<td>Content of threat suggests threatener may carry it out.</td>
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<table>
<thead>
<tr>
<th>Extreme Risk</th>
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<tbody>
<tr>
<td>Student is dysregulated (away off baseline) or medically disabled.</td>
</tr>
<tr>
<td>Threat made or present.</td>
</tr>
<tr>
<td>Threat is concrete (specific or direct).</td>
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<tr>
<td>Likely to be repeated or shared with multiple reporters.</td>
</tr>
<tr>
<td>Information about threat or threat itself is consistent, plausible or includes specific detail of a plan (time, place, etc), often with steps already taken.</td>
</tr>
<tr>
<td>Threat may be repeated with consistency.</td>
</tr>
<tr>
<td>Content of threat suggests threatener will carry it out (reference to weapon, means, targets).</td>
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<tr>
<td>Threatener may appear detached.</td>
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## Intervention Tools to Address Risk as Classified

<table>
<thead>
<tr>
<th>Mild Risk</th>
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<tbody>
<tr>
<td>Confrontation by reporter.</td>
</tr>
<tr>
<td>Behavioral contract or treatment plan with student.</td>
</tr>
<tr>
<td>Student conduct response.</td>
</tr>
<tr>
<td>Evaluate for disability services and/or medical referral.</td>
</tr>
<tr>
<td>Conflict management, mediation, problem-solving.</td>
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<table>
<thead>
<tr>
<th>Moderate Risk</th>
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</thead>
<tbody>
<tr>
<td>Confrontation by reporter.</td>
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<tr>
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</tr>
<tr>
<td>Student conduct response.</td>
</tr>
<tr>
<td>Evaluate for disability services and/or medical referral.</td>
</tr>
<tr>
<td>Conflict management, mediation (not if physical/violent), problem-solving.</td>
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<thead>
<tr>
<th>Elevated Risk</th>
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<tbody>
<tr>
<td>Confrontation by reporter.</td>
</tr>
<tr>
<td>Evaluate parental/guardian notification.</td>
</tr>
<tr>
<td>Evaluate need to request permission from student to receive medical/educational records.</td>
</tr>
<tr>
<td>Consider interim suspension if applicable.</td>
</tr>
<tr>
<td>Evaluate for disability services and/or medical referral.</td>
</tr>
<tr>
<td>Consider referral or mandated assessment.</td>
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<table>
<thead>
<tr>
<th>Severe Risk</th>
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</thead>
<tbody>
<tr>
<td>Possible confrontation by reporter.</td>
</tr>
<tr>
<td>Parental/guardian notification obligatory unless contraindicated.</td>
</tr>
<tr>
<td>Evaluate emergency notification to others (FERPA/FPA/Clergy).</td>
</tr>
<tr>
<td>No behavioral contracts.</td>
</tr>
<tr>
<td>Recommend interim suspension if applicable.</td>
</tr>
<tr>
<td>Possible liaison with local police to compare red flags.</td>
</tr>
<tr>
<td>Deploy mandated assessment.</td>
</tr>
<tr>
<td>Evaluate for medical/psychological transport.</td>
</tr>
<tr>
<td>Evaluate for custodial hold.</td>
</tr>
<tr>
<td>Consider voluntary/involuntary medical withdrawal.</td>
</tr>
<tr>
<td>Direct threat eligible.</td>
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<tr>
<td>Law enforcement response.</td>
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<tr>
<td>Evaluate eligibility for involuntary commitment.</td>
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<td>Interim suspension if applicable.</td>
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<td>Possible liaison with local police to compare red flags.</td>
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<td>No services for mandated assessment.</td>
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<td>Evaluate for medical/psychological transport.</td>
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<tr>
<td>Evaluate for custodial hold.</td>
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<td>Initiate voluntary/involuntary medical withdrawal.</td>
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<td>Direct threat eligible.</td>
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<tr>
<td>Law enforcement response.</td>
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<tr>
<td>Evaluate eligibility for involuntary commitment.</td>
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<tr>
<td>Review Date</td>
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Incident Report

*IMPORTANT: IF THIS IS AN EMERGENCY THAT REQUIRES IMMEDIATE ATTENTION, CALL 911.

*Behavior of concern (e.g. faculty, staff, or student making statements or writing about harming a person or group; faculty, staff, or student talking and/or writing about death; faculty, staff, or student seems depressed, refusing help, etc.):

Date of concerning behavior:  
Time of concerning behavior:  
Name of individual exhibiting concerning behavior (if known):  
Other identification of individual (University location, license plate number, etc.):  
If other, please indicate:  

**Would you be willing to talk with a member of the Threat Assessment Team (TAT), should they have questions?**  
- Yes  
- No

Is there a specific threat or upcoming event for which you are particularly concerned?

Required Information:

Your Name:  
Your Phone Number:  

Do you know anyone else who may have information that would assist the Team in assessing the behavior of concern?  
- Yes  
- No

Additional Contact Name:  
Additional Contact Phone Number:

This form may be completed and submitted online or printed and completed in hard copy and delivered to the Office of Student Affairs. The Office of Student Affairs will be responsible for transmitting the information to the appropriate offices and/or departments.

**All reports will be handled in a confidential manner whenever possible.** The TAT will take reasonable steps to maintain the privacy of those who make a referral, if requested.
Acknowledgements


