



**COLLEGE of CENTRAL FLORIDA  
ADMINISTRATIVE PROCEDURE**

<b>Title: Threat Assessment Team</b>	
<b>Page 1 of 2</b>	<b>Implementing Procedure For Policy: 3.20 College Environment</b>
<b>Date Approved: 08/14/08 Revised: 10/11/10, 5/8/13</b>	<b>Division: Student Affairs</b>

**THREAT ASSESSMENT TEAM:**

**PURPOSE**

The purpose of the Threat Assessment Team is to investigate potential risks to the College community by students who have behaved or acted in ways that raise serious safety concerns. The team will assess whether such behaviors pose a danger of the student causing physical harm to themselves or others. The team will also assess whether such behavior impedes the activities of the College or if the individual is unable to engage in the activities necessary to obtain an education. Based on the team’s assessment of the information, the team can recommend the Emergency Suspension of the student. A hearing on the matter will be conducted as soon as practically possible to assure the due process rights of the student.

**MEMBERSHIP**

The following college positions will serve on the College Threat Assessment Team, depending on the nature of the threat:

1. Vice President – Student Affairs, Chair
2. Coordinator – Access Services
3. Dean – Health and Human Services
4. Dean, Student Services
5. Manager, Public Safety
6. Dean, Criminal Justice Institute/Public Service
7. Director, Human Resources
8. Campus Vice President, Citrus Campus; Provost, Levy Center; Director, Hampton Center.

If the student in question is from the Citrus Campus, Levy Center, or Hampton Center, the respective Vice President, Provost or Director will be added to the team.

At least three of the members must be present for any meeting. In the event one of the members is unavailable, the Vice President for Student Affairs will appoint another appropriate representative.

**ROLES AND RESPONSIBILITIES:**

Based upon the situation, the committee may carry out some or all of the following:

1. Investigate reports of behavior that give rise to concerns that a student or employee is of possible danger to themselves or others.
2. Coordinate and consolidate reports obtained through the investigation.
3. Evaluate whether the behavior of the person of concern constitutes a “direct threat” to the college community in that the person’s conduct poses a significant risk to the health or safety of the student or to others.
4. Consider accommodations and other responses, their feasibility, costs, and effectiveness.
5. Make an individualized and objective assessment of a student’s ability to safely participate in the college program based on the reasonable medical judgment of a licensed psychologist or psychiatrist having expertise in the area of inquiry and relying on the most current medical knowledge and/or the best available objective evidence. The assessment must determine the nature, duration and severity of the risk: the probability that the potentially threatening injury will actually occur; and whether reasonable modifications of policies, practices or procedures will sufficiently mitigate the risk.
6. Identify information that can be shared and the individual(s) with whom the information needs to be shared.
7. If necessary, seek legal counsel opinion as to how to characterize the information.
8. Determine if the student’s family should be notified and included in the process.
9. If necessary, seek legal counsel opinion on the identification of FERPA exceptions allowing distribution of information.
10. If necessary, seek legal counsel on how to properly distribute information.
11. Provide the President or President’s designee with a risk assessment of the person in question and recommendations.
12. Meet monthly as needed to consider and review developing cases.

**HEARING**

A hearing to consider the disposition of each case considered by the Threat Assessment Team will be heard if a Student Emergency Suspension action has been taken and the Team recommends suspension or expulsion of a student. The hearing shall be conducted in accordance with due process procedures indicated in the Student Handbook.

**REPORTING RELATIONSHIP**

The Threat Assessment Team reports to the President through the Vice President of Student Affairs.

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Vice President, Student Affairs

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Date

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Approved by President

\_\_\_\_\_  
Date