


**ADMINISTRATIVE PROCEDURE
STUDENT-09
Behavioral Intervention and Risk Assessment Procedure**

Number:	Name: Behavioral Intervention and Risk Assessment Procedure	
Purpose: This procedure sets forth the process by which Behavioral Intervention (BIT) Reports will be addressed by the University.		
Responsible Unit: Division of Intercultural & Student Affairs		
Approved by: 	Approval Date: 9/19/24	

1 PURPOSE

- 1.1 The Marshall University Behavioral Intervention and Risk Assessment Procedure provides consultation and support for addressing concerning or disruptive behaviors within the university community. It responds to reports, gathers information, and engages individuals in corrective processes. This procedure allows designated university members to develop Behavior Intervention Action Plans, which recommend appropriate interventions, connect individuals with campus and community resources, and monitor ongoing behaviors. The Behavioral Intervention and Risk Assessment Procedure has the primary goal of acting preventively versus reactionary to students in distress.
- 1.2 This procedure was developed in accordance with the National Association of Behavioral Intervention and Threat Assessment (NABITA) model.

2 BIT TEAM

- 2.1 The Behavioral Intervention Team (BIT) acts as a triage for student concerns to determine if the report will be routed to a campus department, case management, or for emergent BIT Team Assessment. A designee of the below may serve if a representative is absent or unavailable. The specific composition of the BIT depends on the nature of the behavior problem that is being addressed. Additional members from the campus community may be included in the BIT meetings as needed.
 - 2.1.1 Director of Student Conduct
 - 2.1.2 Director of Housing and Residence Life
 - 2.1.3 Director of Operations First Year Residence Halls
 - 2.1.4 University Police Department
 - 2.1.5 Director of the Counseling Center
 - 2.1.6 Director of Undergraduate Academic Advising
 - 2.1.7 Associate Athletic Director
 - 2.1.8 Director of Campus Based Services
 - 2.1.9 Director of Student Advocacy and Support

3 DEFINITIONS

The definitions set forth in this section apply only to these General University Reporting Procedures and are not to be applied to any other University procedure. To the extent, definitions in other University policies and procedures differ, the definitions set forth in these procedures control.

- 3.1 Behavioral Intervention Team (BIT): A team of professionals from several university units to assist faculty, staff, and administration with student facing high levels of distress in their lives and those with behavior problems and connect them to available support services.
 - 3.2 Behavioral Intervention Action Plan: The strategic plan devised by the BIT Team to assist a Student of Concern.
 - 3.3 Bi-weekly Meeting: The Behavioral Intervention meets once every two weeks during business hours.
 - 3.4 Student of Concern: An individual or entity who is identified in a report for concerning or disruptive behaviors within the university community.
 - 3.5 Designee: The person designated by the designated Marshall University official in these Procedures to act on their behalf.
 - 3.6 Higher Learning Commission: An organization that accredits post-secondary institutions in the central United States. Accreditation by the Higher Learning Commission signifies that an institution meets established quality standards in areas such as institutional mission, ethics, teaching and learning quality, and continuous improvement.
 - 3.7 Monitored: Refers to the status of a report/Student of Concern where follow-up and/or further examination is necessary.
 - 3.8 The National Association for Behavioral Intervention and Threat Assessment (NABITA): a professional organization dedicated to supporting and advancing the work of behavioral intervention teams (BITs) and threat assessment professionals in various institutions, including schools, colleges, and universities. NABITA provides guidelines, training, and resources to help these teams effectively address and manage concerning or disruptive behaviors within their communities. The association focuses on promoting best practices in behavioral intervention and threat assessment to ensure the safety and well-being of individuals and institutions.
 - 3.9 Red Flag Behaviors: A questionable, suspicious or inappropriate behavior that may be presented through an individual's appearance, spoken or written words, or specific actions
 - 3.10 Reporter: Any individual who makes or files a report about prohibited and/or concerning conduct regarding the university.
 - 3.11 Reporting System: The set digital platform utilized by the university to facilitate the submission, tracking, and resolution of various concerns, complaints, incidents, or feedback from students, faculty, staff, or community members.
 - 3.12 Resolved: Refers to the final determination status of a report.
 - 3.13 University: This term, where used in this document, refers to Marshall University, including all branch campuses and affiliated units and centers.
- 4 FILING A BIT REPORT
- 4.1 The Reporter shall submit a written report through the online Marshall University Reporting Form, found at https://marshall-advocate.symplicity.com/public_report/index.php/pid929750

4.2 The report will be reviewed under the Marshall University Reporting System Procedure by the Case Manager for the Office of Student Conduct and/or their designee to establish the proper jurisdiction for the report.

4.3 If based on the content of the report submitted the report is determined to fall under or include information that falls under these Behavioral Intervention and Risk Assessment Procedures the report will be referred to the BIT Team and or any additional department/office through the Marshall University Reporting System.

4.3.1 If upon review of the report, it is determined the contents and/or the Student of Concern falls under a high-risk level an emergency BIT meeting will occur. This decision is made at the discretion of the BIT Team.

4.4 Upon referral to the BIT Team the report will be reviewed on a bi-weekly basis utilizing the Behavioral Intervention and Risk Assessment Procedures.

5 PROCESS

5.1 Upon referral the BIT Team will gather preliminary information regarding the concern prior to the initial BIT meeting. This process may include but is not limited to any of the following data processes:

- 5.1.1 Interviews with all available parties with information about the situation
- 5.1.2 Interview with the person alleged to have displayed inappropriate/concerning behavior
- 5.1.3 Assessment by Student Counseling, mental health professional/drug or alcohol professional
- 5.1.4 Interview with any identified potential targets of inappropriate/concerning behavior
- 5.1.5 Contacting a student's parents or family member
- 5.1.6 Review of a student's academic and disciplinary history

5.2 The BIT Team conducts an initial assessment to determine the level of severity of the report utilizing the NABITA Risk Assessment rubric, such reports are measured on a severity scale of 1-4 and are evaluated using the following behavioral identifiers:

- 5.2.1 Life Stress and Emotional Health
 - 5.2.1.1 Decompensating
 - 5.2.1.2 Deteriorating
 - 5.2.1.3 Distressed
 - 5.2.1.4 Developing
- 5.2.2 Hostility and Violence to Others
 - 5.2.2.1 Emergence of Violence
 - 5.2.2.2 Elaboration of Threat
 - 5.2.2.3 Escalating Behaviors
 - 5.2.2.4 Empowering Thoughts

5.3 Based on the severity level generated from the initial risk assessment the BIT Team developed and implements the initial Behavioral Intervention Action Plan that can include but is not limited to the following intervention strategies to reach an outcome:

- 5.3.1 Mediation/Guidance
- 5.3.2 Referral to University and/or Community Resources
- 5.3.3 Voluntary Withdrawal from Classes
- 5.3.4 Referral to Disciplinary Process
- 5.3.5 Immediate Interim Suspension
- 5.3.6 Criminal Charges

- 5.3.7 Follow-Up and Monitoring
 - 5.3.8 Involuntary Administrative Withdrawal of Students
- 5.4 Behavioral intervention and risk assessment outcomes can include but are not limited to:
- 5.4.1 Recommend no action, pending further observation
 - 5.4.2 Assist faculty or staff in developing a plan of action
 - 5.4.3 Refer student to existing on-campus support resources
 - 5.4.4 Refer student to appropriate community resources
 - 5.4.5 Make recommendations consistent with college policies and procedures
- 5.5 Upon completing the initial Behavioral Intervention Action Plan established during the first BIT meeting, the BIT Team will reassess the report's status during the following meeting to determine if additional intervention strategies are required.
- 5.5.1 If further intervention strategies are required, the BIT Team will incorporate the additional actions necessary into the Student of Concern's Behavioral Intervention Action Plan.
 - 5.5.2 If no additional interventional strategies are needed the report will be moved into Monitored status to be reviewed during the final assessment.
- 5.6 During the final assessment the report will be reevaluated to determine if the Student of Concern should remain in Monitored status or if the BIT Team agrees that all actions have been completed and the report will be moved into Resolved status and closed.
- 5.6.1 If the report requires ongoing monitoring, it will be evaluated monthly to determine if further action is necessary. If the Student of Concern has no additional incidents or concerns reported within a 3-month period, the report will be moved to Resolved status and subsequently closed.
- 5.7 The BIT Team reserves the right to reopen and reevaluate any report based upon additional information gathered or additional reports submitted.

All records of the Behavioral Intervention Team will be stored in a confidential database in the Office of Student Conduct. For more information about the Behavioral Intervention Team and the Risk Assessment Process please reference the Behavioral Intervention Team Manual at <https://www.marshall.edu/bit/files/2023/08/Behavioral-Intervention-Manual.pdf>