



## Blue Mountain Community College *Administrative Procedure*

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**Procedure Title:** Students of Concern  
**Procedure Number:** 07-2004-0014  
**Board Policy Reference:** IV.A.

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**Accountable Administrator:** VP, Student Affairs  
**Position responsible for updating:** VP, Student Affairs  
**Original Date:** December 2004  
**Date Approved by Cabinet:** 03-08-19  
**Authorizing Signature:** *signed original on file*  
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### **Purpose/Principle/Definitions:**

Students who are exhibiting concerning behavior, whether on or off BMCC property, may need to speak to a BMCC employee who can listen, advise and/or refer them for additional support. College employees will refer to the “Getting the Right Help for Students” handbook, utilize the online incident reporting resources, and adhere to other related BMCC administrative procedures regarding students of concern.

### **Incident Guidelines**

**Critical** – Direct threat to safety and well-being of self, others and/or college property requiring immediate response

**Urgent** – Indication of circumstance or activity that potentially is a threat to an individual’s safety and well-being or indirect threat of harm to college property requiring response within 48 hours

**Not Urgent** – Circumstance or activity that is informational only, not requiring a response

### **Procedures**

- Student of Concern incident reports are to be submitted via the online incident-reporting tool by BMCC employees, students, or members of the public.
- Critical incidents will be reported immediately to the VP of Student Affairs, VP of Administrative Services, or other designated crisis response college personnel, followed by an incident report.
- Incidents that are an immediate direct threat to personal safety may result in a call to 911 for the appropriate emergency services
- All incident reports will be responded to in a timely manner and securely documented within the college’s incident reporting system.

- Students may be referred to the Student Health and Wellness Resource Center for support resources, assessment, and referral to Counseling or other appropriate professional services

Note: Students have a choice to seek outside therapeutic services or not, at their own expense. The college will not endorse or recommend a particular service or service provider, will make no diagnoses, and will assume no responsibility for the treatment, or lack thereof, if sought.

**Other Related Administrative Procedures;**

SS-07-2015-0001 Duty to Report Criminal and Threatening Behavior

SS-07-2015-0002 Behavioral Intervention Team

SS-07-2014-0002 Gender-Based Misconduct