When in doubt – Consult

Daytime
(608) 363-2660

Weekend and Nights
(608) 363-2355

Student Concerns Committee
Teresa Leopold
608-363-2661
Ryan Bouchard
608-363-2350
Residence Life Coordinators
608-363-2350
Kareem Attia
Maggie Bell
Jewel Morrison
Joy de Leon
608-363-2572
Tara Girard
608-363-2331

Campus resources
Dean of Students Office
608-363-2660
Security
608-363-2355
Advising Office
608-363-2661
Counseling Center
608-363-2643
Health and Wellness Center
608-363-2331
Learning Enrichment & Disability Services
608-363-2572
Residential Life
608-363-2350

For concerns about faculty or staff member(s) contact:
Human Resources
608-363-2630

September 2018
BTYB Dean of Students Office

Identifying & Responding to Struggling Students:

Guidelines for Faculty & Staff
Identification

Changes in physical behavior or appearance such as:
- disrupts class
- looks pale or ill
- sleeps too much or not enough
- falls asleep in class or appears very tired
- eats too much, too little
- shows dramatic change in energy level
- withdraws more than usual or is more outgoing than usual
- makes verbal or written threats
- behaves aggressively
- exhibits signs of self-harm
- appears disheveled or has an odor
- appears to be under the influence or smells like drugs or alcohol

Changes in cognitive behaviors or performance such as:
- does not track conversation or talks to self; seems out of touch with reality
- difficulty in answering questions or participating in discussions

Changes in emotional behavior such as:
- cries in class or gets overly emotional
- expresses hopelessness
- talks directly or indirectly about suicide
- makes verbal or written threats
- talks about experiencing a significant loss
- seems unusually stressed or agitated
- disrupts class or other environments
- produces disturbing creative pieces

Responding

1. Assess your level of concern. How troubling is the behavior? Exhibiting multiple ‘symptoms’ or even just one very startling or compelling symptom is cause for concern.
2. Do not promise complete confidentiality since you may need to consult with the Dean of Students Office.
3. You are not expected to deal with a situation on your own.
4. Refer the student to the Dean of Students Office or Counseling Center (short term counseling is free of charge).

For lower – level concerns
- Talk with the student.
- Send an alert slip to the student through the Portal.
- Consult with someone in the Dean of Students Office.

For moderate - level concerns
- Consult with someone in the Dean of Students Office or a member of the Student Concerns Committee.

For significant concerns
- Refer the student to the Dean of Students Office or the Counseling Center. Consider having the student call the campus resource while they are in your office to facilitate follow-through.
- Send an email about the situation to the Dean of Students Office.
- If you have concerns about the immediate safety of the student, do not leave the student alone. Call Security or Dean of Students Office to discuss immediate steps.
- Walk the student over to the Dean of Students Office (2nd floor Pearsons) during regular business hours.
- After 4:30p.m., walk the student to the Security Office (lower level of Pearsons Hall).
- If you feel threatened or believe others are in danger, leave the area or dismiss class, stay calm and report the situation to Security immediately.
- Discuss the situation and document it with the Dean of Students Office.