



PURPOSE OF THE BLUE FOLDER

Nova Southeastern University is deeply committed to the physical and emotional well-being of our students. We can all play a part by noticing worrisome behavior and responding with compassion. By sharing your concerns and intervening early you can help maintain a healthy and safe campus. This folder is designed to help you recognize indicators of student distress and how to respond and refer the student appropriately.

NSU Student CARE Team

The NSU Student CARE Team is a multidisciplinary team designed to provide support for students' well-being and academic success by connecting students in need with campus and community resources. The team serves to supplement existing campus processes such as student conduct, access to student counseling, residential life responses, and other traditional means of supporting students by ensuring that the "dots are connected" to better understand a referred student's experience. By partnering with members of the community, the NSU Student CARE Team strives to promote individual student well-being and success while prioritizing community safety.

The purpose of the NSU Student CARE Team is to serve as the coordinating hub of existing resources, focus on the prevention and early intervention of students experiencing distress, feeling overwhelmed or engaging in disruptive or harmful behavior. The Team recommends interventions (e.g. Academic Advising, Tutoring and Testing Center, Writing and Communication Center, etc.), develops support strategies (e.g. Student Counseling, Student Disability Services, Student Behavioral Concerns Committee, etc.), and offers case coordination in accordance with university policies. The overall goals of the Team are to connect students in need with necessary resources to help resolve underlying concerns that may impede their daily functioning, disrupt their ability to be successful, and might be indicative of harm to self or others.

Student Behavioral Concerns Committee (SBCC)

The NSU SBCC serves as the administrative oversight board and was established to assess any reported behavior of students who seem to be in distress and/or who may be at risk to harm themselves or others.

How to Report Concerning Behavior

If you are concerned about the well-being of a student, we invite you to contact the NSU Student CARE Team by reporting your concern. Reports can be completed by any NSU student, faculty, staff, relative, or community member. The report is intended to provide information about an NSU student who may be exhibiting behaviors that are of concern in relation to their personal, physical, an emotional well-being. Expressing concern shortly after an issue is raised or incident has occurred can help with early intervention and success. A student may also submit a report on their own behalf if seeking support and referrals.



To fill out a report, go to
nova.edu/studentcare.

Additional Resources

Center for Student Counseling and Well-Being
nova.edu/studentcounseling

The Center offers a wide range of services and programs to support various aspects of a student's well-being including: treatments for anxiety, panic and depression,

anger management, chronic illnesses, abuse, suicidal thoughts, break-ups and divorce as well as, financial stress, and or social struggles that may affect the student quality of life and/or ability to be successful at NSU.

Title IX
nova.edu/title-ix

Within the Office for Human Resources, the Title IX staff provide support, resources, and information to students affected by sexual misconduct, including sexual violence, stalking, and sex-based discrimination. While the Title IX staff oversee formal investigations to reports of sexual harassment, they can also assist students through informal responses and provide assistance to students who may need access to local resources such as forensic exams, law enforcement response, domestic violence shelters, legal aid, and victims' advocates. The Title IX staff also coordinate on-campus resources for students affected by sexual misconduct.

Office of Student Conduct
nova.edu/studentconduct

The Office of Student Conduct supports the educational mission of the institution by reviewing and resolving alleged violations of the Code of Student Conduct. Guided by the university's eight core values, the office encourages students to take responsibility for their actions, learn conflict resolution skills, enhance decision-making ability and develop social awareness and ethical values. Additionally, the office supports the Student Behavioral Concerns Committee in ensuring that students experiencing or exhibiting behaviors that are of concern in relation to their personal, physical, and emotional well-being are supported and connected to various resources.

On-Campus Reference Numbers

Center for Student Counseling and Well-Being
(954) 262-7050

Title IX
(954) 262-7858

Office of Student Conduct
(954) 262-7281

Public Safety
(954) 262-8999

Student Disability Services
(954)-262-7185

Veterans Resource Center
(954) 262-FLAG

Frequently Asked Questions

What should be reported?

Everyone in the NSU community is encouraged to report any student behavior that can be considered concerning, unsettling and uncharacteristic. It is important to note that a Student CARE Team referral is not intended for life threatening emergencies. In the event a student expresses intent to harm themselves or others, please call NSU Public Safety at (954) 262-8999 or local police at 911 immediately.

Who can submit a referral?

Any NSU student, faculty, staff, parent/relative or community member can report any concern of non-imminent troubling conduct they may have observed about a student. However, if the student is acting in a way that is threatening to themselves or others, contact NSU Public Safety at (954) 262-8999 or local police at 911 immediately.

Should I approach the student first?

If possible, you should speak privately with the student to discuss your concerns. If the student is presenting threatening behavior to you, themselves or anyone else contact NSU Public Safety immediately at (954) 262-8999 or local police at 911.

What if I'm not sure if I should report the concern?

Any concern you may have is valid to report to the NSU Student CARE Team. Once the NSU Student CARE Team reviews your report, they will decide if action is necessary. It is recommended that you err on the side of caution by reporting, even if you are unsure.

I have submitted a referral, what happens next?

First, a member from the NSU Student CARE Team will contact you within 48 business hours to gather any additional information needed and/or to let you know follow-up is occurring. The next steps may vary, depending on the situation. Sometimes the student is contacted, sometimes more information is needed, but most often an informal "check-in" by someone who knows the student can be conducted without formal action. If necessary, the information will then be brought to the entire NSU Student CARE Team to develop a plan

which will be communicated back to the student of concern and any other appropriate persons involved.

What will happen to the person who I submit a referral about?

Although the action/outcome will depend upon the situation, the NSU Student CARE Team will intervene in support of the person of concern, while adhering to all applicable university policies and procedures. At this time, any necessary action or assistance will be implemented to best support the student. In most cases and if appropriate under the circumstances, a phone call/e-mail to the student of concern will occur as promptly as the circumstance allows.

How will I know that the situation has been addressed?

Within 48 business hours of a referral being submitted, a member of the NSU Student CARE Team will reach out to the referring party to let them know their concern was received and/or if more information is needed.

Will the student know that I am the person who reported her/him to the NSU Student CARE Team?

All matters are handled as discreetly as possible. The reported student will be given specific information about the behaviors/actions that occurred so they can respond accordingly. Therefore, it is possible that a student may know who made the report through the circumstances described to them. When possible, share your concerns with the student and inform them that you are going to connect them with the CARE Team for support.

Who has access to a referral?

The Assistant Dean of Student Development in the Division of Student Affairs is responsible for handling referrals and the NSU Student CARE Team. Referrals to the NSU Student CARE Team are not disciplinary but may be subject to the Family Educational Rights and Privacy Act (FERPA), which means the student can see the referral, as well as those NSU employees with a "legitimate educational interest" in the information.

Does the referral mean the student will get in trouble?

A referral to the NSU Student CARE Team is designed to intervene before there is a violation of policy or a concern

for safety. However, if information in a referral constitutes a student conduct violation, that may be addressed under the Student Code of Conduct. Ideally, this is a way to help the student before a formal disciplinary response is needed.

The following outline can be helpful as you determine how to discuss disruptive behaviors with students:

- When approaching a student you are worried about, make sure to explain why you are concerned and that you both have the same goal: your success at NSU.
- Give the student specifics of their concerning behavior.
- Be sure to explain how the student's behavior(s) has affected others.
- Ask the student about their behavior, be sure to openly listen without interruptions.
- Make sure the student understands the expectations you have for classroom conduct as well as overall NSU Student Conduct (refer to the Student Code of Conduct).
- Offer your support and help to the student, you can do this by collaboratively coming up with ways for the student to become a successful part of NSU's community. Connect the student to appropriate resources on campus like Center for Student Counseling and Well-being or Student Disability Services.
- Include the future repercussions if the behavior continues.
- Follow up with the student. This can include a meeting in the near future, e-mail correspondence, or anything that ensures you and the student both effectively understand what was said.

Basic Skills For Helping A Student of Concern:



Type of Behavior or Communication	Examples	In-The-Moment Responses	Afterwards	Relevant NSU Resources
Uncomfortable/Annoying Behaviors that affect others but aren't violations of rules or law <ul style="list-style-type: none"> • Often subjective • Rarely a violation of policy 	<ul style="list-style-type: none"> • Inappropriate comments or jokes • Repeated interrupting • Standing too close • Being "creepy" • Negative attitude 	<ul style="list-style-type: none"> • Discuss the behavior directly with the individual, either in private or within the context • Describe the effects/why inappropriate • Listen to the student's response or explanation 	<ul style="list-style-type: none"> • Maintain a supportive relationship with the student • Consider if documentation is appropriate • Monitor the situation for future issues • Provide feedback to coach or support student 	<ul style="list-style-type: none"> • Department Chair • Center for Student Counseling and Well-being, (954) 262-7050
Low-Level Disruption Behaviors that minimally disrupt class or community <ul style="list-style-type: none"> • Not usually a violation of policy unless repeated after intervention • May be violation of professional standards 	<ul style="list-style-type: none"> • Not complying with basic instructions • Argumentative communications • Threats to sue or complain about you • Sexist or other bias-motivated comments 	<ul style="list-style-type: none"> • Remind of appropriate expectations going forward • Explain what will happen if the behavior is repeated • Offer resources or alternatives • Discuss in context of professional expectations 		<ul style="list-style-type: none"> • Department Chair • Center for Student Counseling and Well-being, (954) 262-7050

Type of Behavior or Communication	Examples	In-The-Moment Responses	Afterwards	Relevant NSU Resources
Concerning Behaviors that cause significant concern for well-being <ul style="list-style-type: none"> • May or may not be a violation of a policy • May be concern for self-harm or unmanaged condition 	<ul style="list-style-type: none"> • Discussing self-harm or suicidal ideation • Comments about being depressed • Sudden drastic change in appearance • Losing interest in usual activities • Disclosure about abusive relationship 	<ul style="list-style-type: none"> • Determine if action is needed immediately or not. • Describe behavior of concern to student in private • If you feel the student is in immediate danger call 9-1-1 	<ul style="list-style-type: none"> • Seek consultation from relevant NSU resource and/or report to Student CARE team • Follow up with student to offer resources and information 	<ul style="list-style-type: none"> • Student CARE Team, (954) 262-7482 • Center for Student Counseling and Well-being, (954) 262-7050 • Center for Student Counseling and Well-being Hotline available 24/7, (954) 424-6911 • Student Disability Services, (954) 262-7185
Significant Disruption Behaviors that warrant formal response from the University <ul style="list-style-type: none"> • Objectively documentable • Usually referenced in University policy 	<ul style="list-style-type: none"> • Derailing of class or university activity for a significant time • Repeated disruption after intervention • Inappropriate touching of a sexual nature 	<ul style="list-style-type: none"> • Stop further disruption • Determine best time/method to speak to student • Describe behavior and effects • Explain consequences (i.e. referral to student conduct) 	<ul style="list-style-type: none"> • Report disruption to Student Conduct • Report potential sexual misconduct to Title IX Coordinator • Monitor situation 	<ul style="list-style-type: none"> • Assistant Dean for Student Development, (954) 262-7281 • Title IX Coordinator, (954) 262-7858 • Center for Student Counseling and Well-being, (954) 262-7050
Possible Threats Behaviors that may be a threat to personal safety <ul style="list-style-type: none"> • Not usually a violation of law, but may indicate a person is moving towards harming self or others 	<ul style="list-style-type: none"> • Communication about interest in violence • Verbal tirades directed at persons of specific identities • Online post idolizing violence or weapons • Hallucinations or disconnections from reality 	<ul style="list-style-type: none"> • Determine if action is needed immediately, or if you have time to determine a plan. • Take screen shots, notes, or preserve helpful information • If you feel that you or the student is in immediate danger call 9-1-1 	<ul style="list-style-type: none"> • Report to Student CARE Team or PSD, or • Seek consultation from relevant NSU resource • Monitor student or provide other support as directed 	<ul style="list-style-type: none"> • Student CARE Team, (954) 262-7482 • Public Safety, (954) 262-8999 • Center for Student Counseling and Well-being, (954) 262-7050
Actual Threats Indicators that warrant an immediate response from police or public safety <ul style="list-style-type: none"> • Warrant a response from a safety response unit • Often a violation of the law 	<ul style="list-style-type: none"> • Communication about committing suicide • Attempted or actual physical violence • Direct, indirect, or veiled threat to a person or identity group • Disclosure of being choked by a partner 	<ul style="list-style-type: none"> • Protect self and others • Call 9-1-1 if the student poses a direct threat to you or themselves • Be sure to let the operator know your exact location and the threat in action • If the student is in an online class, give as much information on the student as possible to the operator 	<ul style="list-style-type: none"> • Document situation • Report to supervisor, Chair, Dean, or other in chain of command • Follow up with the police 	<ul style="list-style-type: none"> • Public Safety, (954) 262-8999 • Davie Police Department, (954) 693-8200