

OVERVIEW

The MCC Cares Program responds to students in distress and is comprised of Campus Behavior Intervention Teams (BIT) and the Campus and District Care Teams. The BITs screen reports of threatening or concerning behavior from the campus community and respond in direct threat situations. The Care Teams are a cross-functional group that respond to students in apparent or potential distress through coordination of resources established to promote the health and safety of our community.

PROCESS FOR
REPORTING TO
BIT/MCC CARES

All students and employees are encouraged to be alert and report concerning student behaviors as soon as possible. The “MCC Cares” page on the MCC website includes the reporting form that should be submitted as well as examples of the types of behaviors to report. Employees are asked to report concerns regarding a student's well-being, erring on the side of over-reporting when in doubt, to promote a caring and preventive culture. Employees with knowledge of threats, intimidating conduct, and acts of violence are required to report. **If there is perceived imminent danger, campus police should be called.** Confidentiality will be maintained to the extent provided by the law. Anonymous reports will be accepted but MCC's ability to investigate and respond may be limited.

MEETINGS AND
TRAINING

Each Campus BIT will meet as needed to review reports of concerning behavior.

Each Campus Care Team will schedule at minimum monthly meetings; a meeting may be canceled if there are no reports to discuss. Emergency meetings may be called as needed.

The District Care Team will meet at least two times per year (approximately mid-spring and mid-fall) to participate in training, discuss relevant events on their campuses, identify trends, and consider revisions to BIT and MCC Cares procedures as needed. The liaison members will report on the District Care Team meetings to their Campus Care Teams.

Annual training on the MCC operational procedure and NABITA risk rubric for all BIT/Care Team members is required. All new/ad hoc Campus Care Team members will be required to review district BIT/Care Team training materials before attending their first meeting.

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BIT AUTHORITY

Decisions to take action regarding students reported to a BIT will be made with considerable caution. The BITs are not designed to replace the authority of other offices or departments, but to work with them to protect the safety and security of the MCC community and promote student wellness and success. Any BIT or Care Team member with a prior personal relationship with a student shall recuse themselves from team discussions when that relationship may affect objectivity. BITs shall ensure that the campus police, President, Vice President, and the Chancellor's office are notified of any imminent threats.

BIT ACTIONS

Upon receipt of an MCC Cares report, the BIT will review the report and use the National Behavior Intervention Team Association (NABITA) risk rubric tool to ascertain the nature, duration, and severity of the risk/concern. Depending on the threat analysis of the objective evidence available, the concern may be:

- Mediated with an emphasis on education, coaching, and/or problem-solving
- Referred to an MCC counselor
- Referred to the Campus Care Team
- Addressed directly by the Dean of Students in one of the following ways:
 - Meeting(s) with student of concern
 - Student Code of Conduct charges
 - Requesting that the student participate in counseling or other treatment or support services
 - Requesting that the student take a mental or physical health related action, such as a medical or psychiatric evaluation
- Addressed through the "Direct Threat Procedures" listed below

The BIT will:

- Document decisions. The BIT chair will maintain all records of BIT activity, reports, and follow-up in a cross-campus searchable database accessible by campus BIT team members and the District Care Team. District records will be maintained by the District Care Team chair.
- Exercise care in sharing and protecting confidential information, particularly [personally identifiable information](#), and balance the need for confidentiality with the need to protect the MCC community

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CAMPUS CARE
TEAM ACTIONS

Upon receipt of an MCC Cares report from the BIT, the actions of the Campus Care Team may include, but are not limited to:

- Evaluate the report and establish baseline behavior
- Use the NABITA tool to assign level of risk. This initial risk placement will be reviewed by the team at each meeting to determine any changes.
- Designate a team member or other MCC employee familiar with the student to reach out to the student to express concern and informally inquire about the student's well-being. Continued follow-up with the student may be considered when concerning behaviors are present and/or the student's behavior is deviating from the established baseline, including situations in which a student who was previously showing behaviors of concern goes dormant.
- Discuss possible interventions to include community resources and/or College support services
- Coordinate recommended services
- When a documented disability is indicated, refer to the Disability Support Services office. Consideration will be given as to whether reasonable accommodations or the provision of auxiliary aids could mitigate the risk or concern.
- If there are mental health concerns which may require a treatment plan, consider recommending a referral for a psychological assessment through an independent source at the College's expense
- When behavior indicates a significant risk to the health and safety of the College community, refer to the BIT team to begin the direct threat procedure
- Exercise care in sharing and protecting confidential information, particularly personally identifiable information

DIRECT THREAT
PROCEDURES

When an individual appears to pose a direct threat to the health and safety of others, the BIT will make an individualized assessment, based on reasonable judgment and relying on the best available objective evidence, to determine:

- The nature, duration, and severity of the risk
- The probability that potential injury will occur
- Whether any reasonable modifications of the College's policies, practices, or procedures, or the provision of auxiliary aids or services, could mitigate the risk

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Students will not be subjected to adverse action based on unfounded fear, prejudice, or stereotypes.

The campus BIT chair will take the following actions in direct threat situations:

- **Notify campus police.**
- Emergency contact notification should be considered at the NABITA elevated stage and is obligatory at the critical stage.
- Written notice will be provided to the student, including an invitation to provide documents or other information relating to the direct threat inquiry. This written notice will include a copy of the BIT/MCC Cares regulation and operational procedure as well as the name and contact information of the campus BIT chair for student questions/concerns. The written notice will also include a statement that the direct threat inquiry will proceed with the information available to the College if the student fails to provide a response.
- The student may be referred for a formalized violence risk assessment through an independent source at the College's expense if there is a concern regarding the possibility of violence.
- Interim restrictions may be imposed if the BIT believes that such interim restrictions are advisable to protect the College community or to ensure safety and maintenance of order of the College. In exceptional circumstances, such as situations where safety is an immediate concern, the College may take interim steps pending a final decision regarding adverse action against a student on the basis of direct threat as long as minimal due process is provided in the interim and due process is offered later.
- The student will have ongoing access to continue their courses. If this is not plausible, the student will be given every reasonable opportunity to complete course work without penalty if the findings support the student's return to campus.
- The Student Code of Conduct will be followed.

A third-party violence risk assessment report is considered a police record and will be stored in the office of the MCC Chief of Police. This report will not be released to anyone outside of the College but may be reviewed by the BIT on a need-to-know basis. Upon review of the report, the BIT may determine

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that the student can return to campus under certain conditions, such as regular appointments with the counseling center, etc. If the student fails to attend these appointments, the Dean of Students may bring Code of Conduct charges against the student.

If the team determines the student poses a direct threat to the health and safety of the College community, and that the risk cannot be mitigated by reasonable modifications of policies, practices or procedures or the provision of auxiliary aids and services, the BIT will:

- Make the necessary referrals for action regarding the student. Disciplinary decisions regarding student conduct are made by the Dean of Students or other appropriate administrator, who will consider the recommendation and any supporting documentation available from the Campus Care Team.
- Emergency contact notification is obligatory unless contraindicated
- The campus BIT chair will notify the District Care Team chair, MCC Police Chief, and the campus President and Vice President of the direct threat and actions taken by the BIT team. If the risk is determined to be district-wide, the campus BIT chair will also notify the other campus Presidents.
- The MCC Police Chief will notify the Chancellor.

APPEAL PROCESS

The campus BIT chair will provide the student written notice of applicable appeal procedures in cases resulting in interim suspension or other adverse action. A student may use the appeal procedures outlined in the Discipline Appeal Process in the Student Code of Conduct to appeal a decision made by the BIT/Care Team within five days of notification of the decision. In cases of appeal, the Vice President will consider the student's threat analysis completed by the Campus Care Team and supporting documentation provided by the Campus Care Team chair. Campus Care Team members will not participate in the deliberation or decision regarding the student's appeal. Failure of a student to respond at the time and in the manner requested by the College shall not affect the validity of or delay any decision made. In exceptional circumstances, such as situations where safety is of immediate concern, the College may take interim steps pending a final decision regarding adverse action against a student on the basis of direct threat as long as minimal due process is provided in the interim and due process as outlined in the Student Code of Conduct is offered later.

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CONDITIONS OF
RETURN

Following a determination that an individual poses a direct threat to the College community, the College may require a student seeking return to provide documentation that he or she no longer poses a direct threat to the College community. The campus BIT chair may request records from the student and request permission to speak to a treating professional. The records and information that will be requested and required are determined on a case-by-case basis depending on what information is necessary to determine whether the student is able to return and fulfill the code of conduct requirements of the College's programs with or without accommodation.

The student must authorize verbal and written communications about his or her condition between all licensed mental health providers involved in this process and the campus Vice President. The College will maintain confidentiality practices and adhere to the requirements of FERPA and HIPAA.

Requests for readmission must be made in writing to the Vice President. The student is not entitled to a hearing on the readmission determination. Re-enrollment or readmission is contingent upon the student meeting any admission or enrollment requirements of the College.

Upon reinstatement at the College, the student will be referred to the Dean of Students for review and adjudication of any violations of the Student Code of Conduct that may be outstanding. When all College judicial proceedings have been completed and any applicable academic requirements satisfied, the student may be permitted to re-enroll at the College.

PROCEDURE
MODIFICATION

This procedure must be reviewed regularly by Student Success & Engagement at a minimum of every five years.

ENFORCEMENT

This operational procedure and applicable regulations shall be strictly enforced. Violations may result in disciplinary action up to and including termination.

VALUES ALIGNMENT

People

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BEHAVIOR INTERVENTION TEAM/MCC CARES

7.20510 OP
OPERATIONAL

NOTIFICATION

The responsible officer will ensure districtwide communication is made within 30 days of approval through the college-wide communication platform available.

REFERENCE

7.20000 BP Student Rights and Responsibilities
7.20500 DR Behavior Intervention Team/MCC Cares

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