

How and when to report Students of Concern

Emergencies x 4911
Police Non-Emergencies x 4010

EARLY ALERT	STUDENT CONDUCT	SEXUAL MISCONDUCT	BEHAVIORAL INTERVENTION TEAM (BIT)
<p>FIRST STEP:</p> <p>When possible, faculty should address the behavior of concern with the student and provide resources.</p> <p>Examples: Attendance issues, risk of course failure, food insecurity, etc.</p>	<p>FIRST STEP:</p> <p>Address behavior of concern with the student unless it is egregious (threatening, physical, etc.) If no improvement or if an inappropriate response to request, then make a report.</p> <p>Examples: Classroom misconduct or aggressive language/interaction in service area.</p>	<p>FIRST STEP:</p> <p>When you become aware of an incident or receive a report of a violation of GRCC's Sexual Misconduct policy, regardless of where it occurred, notify the Title IX Coordinator.</p> <p>Examples: Sexual harassment, domestic or dating violence, stalking, sexual assault, etc.</p>	<p>FIRST STEP:</p> <p>Trust your gut. Does something feel "off" or "not right?" Can you describe behaviors of concern? If so, report to BIT.</p> <p>Examples: A significant change in appearance, mood and/or social functioning; a sense that someone is struggling or something is wrong; behavior that creates a disruptive or hostile environment, etc.</p>
<p>Faculty can utilize Early Alert System to document what they have addressed with the student or to request additional follow-up for student.</p> <p>In most cases, follow-up phone calls to the student will be made to address concern.</p>	<p>Refer students to the Student Code of Conduct for disruptive/inappropriate behavior, classroom misconduct, academic dishonesty, etc.</p> <p>The full code is available at grcc.edu/StudentConduct.</p>	<p>GRCC's Sexual Misconduct Policy is available at: grcc.edu/StudentAffairs/SexualMisconduct.</p> <p>As a responsible employee, it is your job to report any incident of which you become aware.</p>	<p>Report behaviors/ observations of concern that are not criminal or conduct-related for students and employees.</p>
<p>REPORT:</p> <p>Report through MyGRCC. Log in to Navigate. Under "Actions" choose "I want to issue an Alert"</p>	<p>REPORT:</p> <p>Use Online Reporting Form: grcc.edu/StudentConduct</p>	<p>REPORT:</p> <p>Call GRCC's Title IX Coordinator at (616) 234-3169 or any of the Deputy Title IX Coordinators listed on the above web page.</p>	<p>REPORT:</p> <p>Use Online Reporting Form: grcc.edu/BIT</p> <p>Call: (616) 234-3337</p>

All emergencies or situations of a criminal nature need to be reported directly to the local police.

GRCC