

Administrative Regulation 4:11

Community of Concern Team

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I. Introduction

The University is committed to creating a safe and healthy educational environment and ensuring the safety, health, and well-being of all students. To support this commitment, the University has established a Community of Concern Office within Student and Academic Life. This *Administrative Regulation* establishes a Community of Concern Team (COC) to assist the Community of Concern Office regarding referrals of students whose welfare or behavior is a concern to others. This regulation defines the COC membership, responsibilities, and interventions standards that may be utilized to assist students of concern.

The COC serves as the centralized point of contact for persons who have a concern about the welfare or behavior of any person subject to this regulation. The COC accepts referrals regarding such individuals and takes appropriate actions in accordance with the policies and procedures outlined in this and other applicable *Administrative Regulations*.

Communications with the COC should be addressed to:

Name: Community of Concern Director
Office: Dean of Students Office
Address: 513 Patterson Office Tower
Email: coc@lsv.uky.edu
Phone: 859-257-3755

Referrals may also be made by completing the online report form found at www.uky.edu/concern.

If the COC receives a referral regarding a University employee (faculty or staff) whose welfare or behavior is a concern to others, the COC will forward the referral to the appropriate University unit (e.g. Human Resources or the Office for Faculty Advancement).

II. Entities Affected

This *Administrative Regulation* applies to all University of Kentucky students. For purposes of this regulation, “student” means any person who is enrolled at the University and who has not completed a program of study in which he or she is enrolled. Student status continues whether or not the University’s academic programs are in session. Student status includes those taking courses for credit or non-credit at the University, either full-time or part-time, while pursuing undergraduate, graduate, or professional studies. Persons who are living in University housing, although not enrolled at the University, are also subject to this regulation.

III. Community of Concern Team - Composition and Responsibilities

A. Composition

1. The COC is appointed by the Associate Provost for Student and Academic Life (APSAL) and reports to the Dean of Students.
2. The COC is comprised of individuals from the faculty and staff who have demonstrated professional expertise, experience, or interest in student wellness and success. COC membership should include, at minimum, representatives from the following areas:
 - University Counseling Center
 - University Health Services
 - Disability Resource Center
 - Office of Student Conduct
 - Office of Legal Counsel
 - University of Kentucky Police Department
 - Academic Ombud
3. The Community of Concern Office Director is the *ex officio* Chair of the COC.
4. COC members have staggered three-year (3-year) appointments and may be reappointed.

B. Responsibilities

1. Accepting referrals of students whose welfare or behavior is a concern to others and taking appropriate action by referring students to the resources that can provide the support and assistance needed to safely maintain a successful relationship with the University;
2. Proposing a plan of action to support a student’s wellness and success through a structured intervention plan;
3. Providing training and education to the University community regarding student safety, health, and welfare;
4. Communicating with Colleges / Deans regarding specific students who may be eligible for voluntary withdrawals;
5. Initiating involuntary medical withdrawal for students in accordance with *Administrative Regulation 4:12, Student Involuntary Medical Withdrawal*;
6. Determining re-enrollment conditions for students who is required to take an involuntary medical withdrawal;

7. Evaluating and making determinations on Involuntary Medical Withdrawal of Absence Re-Enrollment Applications in accordance with Administrative Regulation 4:12, Student Involuntary Medical Withdrawal;
8. Maintaining confidentiality of student information and records to the extent allowed or required by state or federal law.

IV. Intervention Standards

The COC strives to address in a proactive and positive manner issues of concern involving student members of the university community by utilizing a variety of intervention options. The COC will endeavor to propose a plan of action or intervention that supports a student's success through the least restrictive and disruptive interventions possible, based on the available information. Possible intervention actions include, but are not limited to:

A. Structured Intervention Plans

1. COC Responsibilities

The COC may propose a plan of action to support a student's wellness and success through a structured intervention plan. The COC may propose a variety of structured intervention plans based on the needs of the individual student and the availability of the University resources to support such needs. The purpose of a structured intervention plan is to provide a student with specific, defined, action steps and behavioral expectations that will optimize their chances of success and their personal well-being without imposing an undue hardship on the University or placing any individual in the University community, including the affected student or other students, at risk of harm.

2. Student Responsibilities

- a) It is the sole responsibility of the student to follow the structured intervention plan and comply with all of its terms and conditions. These conditions may include, but are not limited to, seeking medical care, following their healthcare provider recommendations, and accurate reporting of their physical and psychological conditions to their healthcare provider(s).
- b) The COC may follow-up with a student who has a structured intervention plan as needed and at the discretion of the COC. COC intervention does not absolve a student of his or her personal responsibility. Failure of a student to follow the structured intervention plan and/or modify the behavior of concern may subject the student to further intervention from the COC up to an involuntary medical withdrawal or referral to the Office of Student Conduct.
- c) Diagnosis of a medical or psychological condition, or participation in medical or behavioral health intervention with a licensed healthcare provider, does not absolve the student from the responsibility of behaving in a manner that is consistent with University policy.

B. Release of Information from Healthcare Providers

The COC may request that a student provide a signed release of information to permit the University to contact the student's healthcare providers. The purpose of the release is to allow the COC to consult the healthcare providers, obtain information about recommended treatment interventions, and to develop a plan of action that can help reduce the concerning behaviors and support the student's well-being and success.

C. Parental/Family Notification

In the event that the COC identifies a health or safety emergency, the COC may decide to initiate a limited parental notification or consultation absent a Family Educational Rights and Privacy Act (FERPA) release form per FERPA Part 99.36 which states,

“An educational agency or institution may disclose personally identifiable information from an education record to appropriate parties, including parents of an eligible student, in connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals. Including in the education records of a student appropriate information concerning disciplinary action taken against the student for conduct that posed a significant risk to the safety or well-being of that student, other students, or other members of the school community.”

This communication is limited and is only initiated if the COC determines that a student’s condition has reached an emergency level. Contact with the parents/guardians/ or other designed emergency contact may be made by any member of the COC Team, Dean of Student’s staff, or anyone else designated by the Associate Provost for Student and Academic Life.

D. Referral to Appropriate Resources

The COC may refer students to on-campus resources that directly support the physical and psychological needs of students, including the University Health Service, the Counseling Center, and the Disability Resource Center. However, there are circumstances when, due to limitations, on-campus resources may not offer the services necessary to best support a student based on the type of physical or psychological assistance the student requires. In these circumstances, the student may be referred to off-campus agencies and service providers.

E. Involuntary Medical Withdrawal

The COC may implement an involuntary medical withdrawal for a student who requires services beyond those available through University resources or who refuses to accept healthcare provider recommended treatment. (See *Administrative Regulation 4:12, Student Involuntary Medical Withdrawal*, for policies and procedures related to involuntary medical withdrawal and returning to class after the withdrawal.)

F. Voluntary Withdrawal and other Options

The COC may recommend, or discuss with the student, the option of voluntary withdrawal. A student seeking to voluntarily withdraw for medical or non-medical related reasons must utilize the withdrawal processes established in the University Senate Rules. In accordance with the University Senate Rules, and depending on the University calendar designations for withdrawal deadlines, a student may unilaterally withdraw or contact the dean of their college to request a voluntary withdrawal. (See *Senate Rule 5.1.8* for policies and procedures related to voluntary withdrawal.)

References and Related Materials

Family Educational Rights and Privacy Act (FERPA), Part 99.36

AR 4:12, Student Involuntary Medical Withdrawal

University Senate Rule 5.1.8

University Senate Rule 5.2.4.2.

Revision History

5/11/2017 (Interim), 11/28/2017

For questions, contact: [Office of Legal Counsel](#)