

Suggested Actions for Student Conduct and Concerning Behaviors

Disruptive Behavior (examples: leaving class frequently, monopolizing discussions, undermining instructor, Verbal/physical threats, cell phone use, tardiness, disrespectful language/ behavior in emails/in person, etc.)
Concerning/Worrisome Behavior (examples: frequent absences, sleeping in class, disclosed struggling with Mental health and/or suicidal thoughts, observed talking to themselves, intoxicated student, poor hygiene, disclosed food/housing insecurity, etc.)

Is the behavior immediately threatening to self or others?

YES

NO

Call Campus Safety at 818-252-5208.

Is the behavior disruptive and preventing you from continuing to teach your class? Examples include: student has not complied with your directive to cease a disruptive behavior, student shouts and/or uses vulgar language, seems “out of touch” with reality and disruptive to learning environment.

YES

NO

Ask the student to leave the class. If the student does not comply, call Campus Safety at 818-252-5208.

Consider asking your student to meet privately and discuss the behavior.

- Express what you have noticed and determine if you can take additional steps to assist the student
- Provide possible referrals that may help
- Refer to policies in your syllabus regarding behavior and discuss appropriate expectations and/or boundaries
- Discuss an action plan for improvement
- After the meeting, consider following up with an email to summarize your conversation

If you are still concerned, consider the additional options on the next page.



Did your student express housing/food insecurity, basic needs challenges, financial hardship, etc.? Consider a referral to the CARE Team for resources <https://woodbury.edu/student-life/student-support-services/the-care-team/> and click submit a referral.

↓ AND/OR

Did your student express struggling with mental health, including depression, anxiety, suicidal thoughts, recent sexual assault, etc.? *Remember, if the student is expressing immediate danger to self/others, call Campus Safety at 818-252-5208 and do not leave student alone until security has arrived.*

If concerns are not immediate:

- Complete a referral to the CARE Team or consult with a team member
- If student disclosed sexual assault/harassment, refer or consult with Associate Dean of Students and Title IX Coordinator, Shannon Savage at Shannon.Savage@Woodbury.edu or 818-252-5252
- Refer or walk your student to the Counseling Center

↓ AND/OR

Check with your student to ensure they have connected with resources. If they have not, encourage them to seek support. Continue to coordinate with the appropriate office to support the student and communicate any additional observations and concerns. Has the behavior improved?

YES

Continue monitoring your student and return to decision tree if needed.

NO

Consider providing your student a written warning/reminder of previous discussion.

AND/OR

Consider consulting with Dept. Chair and/or Director of Student Conduct: Shannon.Savage@Woodbury.edu

YES

Continue monitoring your student and return to decision tree if needed.

NO

Refer to Student Conduct

AND/OR

Consult with Director of Student Conduct for continued support if needed 818-252-5252 or Shannon.Savage@Woodbury.edu