



Policy No. 4-14

Subject: Violence Prevention and Threat Assessment

Last Revised: 04/10/2023

Historical Status:

Division	Policy Manager	Administrative Supervisor	Reference
Finance and Campus Operations	Campus Police Chief	Vice President of Financial and Administrative Services	VCCS Policy Section 3.14.5

I. POLICY

It is the policy of Virginia Highlands Community College (VHCC) to provide a safe and secure environment for faculty, staff, students, and other individuals on campus. VHCC will establish and maintain applicable teams, committees, and working groups in support of this objective and in accordance with the Code of Virginia.

II. PERTINENT INFORMATION

- A. VHCC teams, committees, and working groups function in cooperation with and support of law enforcement, community services board, and other regional stakeholders to prevent violence and assess threats on campus.
- B. While VHCC utilizes internal and external resources to prevent violence and assess threats on campus, all employees and students retain the responsibility to report incidents of violence or threats of violence to their immediate supervisor, Human Resources, or College Police.

III. DEFINITIONS

- A. Threat Assessment Team: designated individuals charged with the implementation of the assessment, intervention, and action policies of the Violence Prevention Committee.
- B. Violence Prevention Committee: designated individuals charged with the education of and periodic publication of guidance for faculty, staff, and students regarding campus safety topics as described in Section IV.B.

IV. GENERAL GUIDELINES

- A. No person who, in good faith, reports threatening or otherwise troubling behavior in accordance with this policy will be subject to retaliation.
- B. Membership of the Threat Assessment Team and the Violence Prevention Committee must comply with the requirements of the Code of Virginia §23.1-805.

V. DELEGATION OF AUTHORITY

- A. The College President has the authority and delegates to the President's Cabinet the responsibility to establish procedures to meet the requirements of this policy.

APPENDIX

VI. RELATED STANDARDS, LEGAL CITATIONS, OR SUPPORTING DOCUMENTS

- A. VCCS 3.14.5
- B. Code of Virginia §23.1-805

VII. OPERATING REQUIREMENTS

A. Threat Assessment Team

1. Membership of this Team shall include representatives from the following:
 - a. Student affairs,
 - b. Human resources,
 - c. Law enforcement, and a
 - d. Mental health professional.
 - e. With the approval of the President, the Team may supplement its membership with others as necessary to assist it with fulfilling its purpose.
 - f. Membership of the Threat Assessment Team shall be reviewed and approved annual by the VHCC President.
2. The responsibilities of the Threat Assessment Team include:
 - a. Establishing or utilizing existing relationships with local and state law enforcement agencies, as well as mental health agencies in compliance with the Code of Virginia §23.1-805.
 - b. Upon a preliminary determination that an individual poses a threat of violence to self or others or exhibits a significantly disruptive behavior or need for assistance, the Team may obtain criminal history record information and health record information in accordance with applicable statute in the Code of Virginia.
 - c. No member of the Threat Assessment Team shall redisclose any criminal history record information or health record information
3. Upon receipt of information of potential threat, the Team shall be convened as soon as possible and shall:
 - a. Review and investigate the information,
 - b. Determine and initiate corrective action commensurate with the potential threat, and
 - c. Prepare necessary reports on given situations.

B. Violence Prevention Committee

1. Membership of this committee shall include representatives from the following:
 - a. Student affairs,
 - b. Human resources,
 - c. Law enforcement,
 - d. Mental health or counseling services, and
 - e. Others who have knowledge, professional expertise, or responsibilities that

could assist the committee with completing its work.

2. The Violence Prevention Committee shall be a standing committee in accordance with VHCC policy.
3. The Committee shall develop policy, publish periodic guidance, and/or coordinate training for the faculty, staff, and students regarding the following:
 - a. How to recognize and report aberrant or potentially harmful behavior that may represent a threat to the community,
 - b. Circumstances under which all faculty and staff are required to report behavior that may represent a physical threat to the community, provided that such report is consistent with state and federal law,
 - c. Assessment of individuals whose behavior may present a threat,
 - d. Appropriate means of intervention with such individuals,
 - e. VHCC or VCCS action to resolve potential threats, and
 - f. To whom on the VHCC Threat Assessment Team or through what method potentially threatening behavior should be reported.
4. When necessary, the Committee should consult VCCS legal counsel through established protocols.
5. In accordance with VCCS 3.14.5, information about this policy will be included as part of new student orientation and VHCC employee orientation.