

# BEHAVIORAL ASSESSMENT TEAM PROCEDURES

## BEHAVIORAL ASSESSMENT TEAM

The mission of the Behavioral Assessment Team (BAT) at Coastline College is to promote student, faculty and staff success and campus safety by identifying individuals who demonstrate behaviors that may be early warning signs of possible disruptive and/or violent behavior (threat to self-harm or harm to others) and intervene at the earliest point possible.

The focus of BAT is care and concern for students, faculty and/or staff who may be in distress. BAT members determine appropriate resources and implement a coordinated response with the goal of providing assistance to the individual while mitigating risk to the health and safety of the Coastline community. Please refer to the [Coastline BAT website](#) for additional information on how to identify a person of concern and/or file a report.

## TEAM MEMBERSHIP

The Behavioral Assessment Team (BAT) is a multidisciplinary team. Its primary role is to evaluate and assess distressing or concerning behaviors exhibited by students. The BAT coordinates and develops a centralized response to provide assistance and intervention for students, staff, and faculty. BAT team members:

- Dean of Students – Co-Chair
- Director of Public Safety – Co-Chair
- Director of Student Equity and Title IX
- Mental Health Therapist
- Counseling Center Liaison

Additional subject matter experts (in the college, district, or community) or “ad hoc members” will be invited as needed based on the case or situation being reviewed. For any incident in which the distressing or concerning behavior is exhibited by faculty or staff, Human Resources will take the lead in evaluation, assessment, and response.

Examples of “ad hoc” members, depending on the case, include:

- Counseling
- Academic Deans
- DSPS (Special Programs and Services for Disabled)
- Distance Learning
- EOPS (Extended Opportunity Programs and Services)
- Military
- President’s Office
- Human Resources
- Colleagues at OCC/GWC

## MEETINGS

The BAT meets every two weeks to address new issues or follow up on reported behaviors of a non-immediate concern. If an incoming report includes an element of immediate concern, the team will promptly convene to review the situation and develop an appropriate plan.

## TEAM FUNCTIONS

The BAT functions are:

1. Develop, maintain, and review formal protocol and practice for the work of the team.
2. Develop a culture of reporting on campus, communicating our core message frequently with students and employees.
3. Gather information and assess situations involving students, faculty, and/or staff who display concerning and/or disruptive behaviors.
4. Evaluate, recommend, and implement appropriate intervention strategies when needed.
5. Monitor ongoing behaviors of students who have displayed concerning and/or disruptive behaviors.
6. Track all concerns using Maxient, our online management software system.
7. Connect students, faculty, and staff to campus and community resources.

## OPERATING ASSUMPTIONS

1. In most cases, a student displaying concerning behaviors is willing to work with college officials to obtain the assistance necessary to complete their educational program. When a student or employee is in distress, feeling that they have support may serve as crisis prevention and provide a positive learning environment.
2. Students, faculty, and staff will demonstrate a reasonable concern for their own welfare and the welfare of others. This is particularly true in the areas of self-harm and harm to others. Students, faculty, and staff will (immediately) report disturbing and/or threatening behavior.
3. In the event that the college is presented with a credible report that a student, faculty and/or staff has harmed themselves or others, has a medical concern, or is disruptive within the college learning/working environment, the student, faculty, and/or staff may be encouraged to attend evaluations and trainings.
4. The BAT will use fact-based information to evaluate threats, actions, and/or conduct that may lead to targeted violence and determine situational-specific response action plans.
5. The BAT will use threat assessment tools and inventories to determine the level of threat in specific cases. Some specific tools and inventories are included in Appendix 2.
6. BAT members will regularly participate in training opportunities and professional development to keep current on best practices.
7. The BAT will utilize the range of campus and community support services for students, faculty, and/or staff.
8. Public Safety may coordinate with local law enforcement to conduct threat assessment training for on and off-campus situations.
9. The BAT was designed based on national recommendations for best practices in the field.
10. The BAT will facilitate or provide threat assessment training for ad hoc members as needed.

## BEHAVIORAL ASSESSMENT

There are no single sets of warning signs that reliably predict individual behavior or campus violence. BAT's evaluation process looks for behavioral evidence that indicates planning, inappropriate behavior, or threats. The evaluation is designed to distinguish between both threatening and non-threatening cases to ensure the safety of all concerned individuals.

The evaluation process is a key component of BAT. It aids in early identification of potential threatening situations and provides a baseline to assist in assessing future behavior. It also provides a means for implementing interventions that increase the likelihood of a positive and safe resolution.

## CONCERNING BEHAVIORS

A “red flag” or concerning behavior is a questionable, suspicious, and/or inappropriate behavior that may be presented through appearance, speech, written words, or specific actions.

Examples of concerning behaviors may include, but are not limited to:

- Anger Outburst
- Bizarre/Disjointed Thoughts/Behaviors
- Depression/Persistent Sadness
- Deteriorating Work or Performance
- Disturbing Written Material
- Extreme Mood Swings
- Extreme Withdrawal
- Homicidal Ideations
- Preoccupations with Bombs/Explosives
- Preoccupations with Weapons
- Self-Injurious Behavior
- Significant Changes in Appearance
- Significant Changes in Hygiene
- Suicidal Ideations
- Suicide Attempt
- Threat to Others
- Unprovoked Hostility

## REPORTING PROCESS

Reports/concerns about students, faculty, staff, and/or third party can be submitted in a number of ways (listed below in the preferred order of reporting, with the top option being most preferred):

1. [The Coastline College Incident Reporting Form](#) is available online. The form is available on multiple websites (e.g., Behavioral Assessment Team, Campus Safety, Student Services). Reports may be submitted anonymously, although the name of the reporter is encouraged in case any follow-up is needed.
2. Campus Safety Incident Report – Report in person to a Campus Safety Officer.
3. Reports may also be made in person, by phone, or via email to any member of the team. <https://www.coastline.edu/about/behavioral-assessment-team.php>

## FEEDBACK TO THE REPORTING PARTY

In accordance with Family Education Rights for Privacy Act (FERPA) and other laws addressing confidentiality, the team will report back to the reporting party when appropriate with pertinent information about findings and recommendations.

## CONTACTS

BAT Website: [Coastline BAT website](#)

Maxient Report Link: [The Coastline College Incident Reporting Form](#)

#### LOCAL POLICE DEPARTMENTS:

CITY OF FOUNTAIN VALLEY POLICE DEPARTMENT  
Emergency 911

Address: 10200 Slater Avenue, Fountain Valley, CA 92708

Front Desk Phone: 714-593-4485

Dispatch Phone: 714-593-4483

CITY OF COSTA MESA POLICE DEPARTMENT  
Emergency 911

Address: 99 Fair Dr, Costa Mesa, CA 92626

Phone: 714-754-5113

CITY OF GARDEN GROVE POLICE DEPARTMENT  
Emergency 911

Address: 11301 Acacia Pkwy, Garden Grove, CA 92840

Desk Phone 714-741-5704

CITY OF NEWPORT BEACH POLICE DEPARTMENT  
Emergency 911

Address: 70 Santa Barbara Drive, Newport Beach, CA 92660

Front Desk: 949-644-3681

Dispatch: 949-644-3717

Records: 949-644-3682

CITY OF WESTMINSTER POLICE DEPARTMENT  
Emergency 911

Address: 8200 Westminster Blvd, Westminster, CA 92683

Phone: 714-898-3315

COASTLINE PUBLIC SAFETY OFFICE  
Fountain Valley 714-837-6026

#### PUBLIC SAFETY DUTY PHONES

- Garden Grove Center (714) 837-6071
- Le-Jao Center (714) 837-6477
- Newport Beach Center (714) 837-6502

COASTLINE MENTAL HEALTH SERVICES  
Fountain Valley 714-241-6005

## BAT TEAM MEMBER CONTACT INFORMATION:

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## REFERENCES

National Behavioral Intervention Team Association, NaBITA (2009). Available at [www.nabita.org/](http://www.nabita.org/)

National Center for Higher Education Risk Management, NCHERM (2008). Threat Assessment Model. Available at [www.nchem.org/](http://www.nchem.org/).