

**Eastern Kentucky University**  
**Faculty Guidelines for Dealing with Disruptive Student Behavior**  
**in Academic Settings**

**Paragraph 1\*\***

*Endangering or threatening to endanger life, health, safety, or property.*

**Paragraph 3**

*Engaging in a course of conduct which is intended to harass, seriously annoy, or alarm another person.*

**If faculty feel endangered or threatened by a student in an academic setting, the faculty should:**

- a. Attempt to de-escalate the situation by calmly talking to the student;
- b. Request the student to leave;
- c. Dismiss the class;
- d. Walk out of the classroom with other individuals to a secure place (office, place with other individuals, main lobby, etc.);
- e. Call 911;
- f. Document the incident and transmit copy to the Office of Student Rights and Responsibilities and to Department Chair. Documentation should briefly cover who, where, what, when, and witnesses.

**After EKU Police arrive, they will:**

- a. Take control of the situation;
- b. Conduct an initial investigation;
- c. Document the incident, including taking your statements and the statement of witnesses;
- d. Provide needed escort or other service;

**After the incident:**

EKU Police may take further action, including but not limited to:

- a. Continue the investigation.
- b. Case may be forwarded to the Office of Student Rights and Responsibilities. Your testimony may be required at a hearing.
- c. File criminal charges OR assist you in filing criminal charges.

**Incidents such as these may result in administrative and/or criminal actions.**

In the event that a student presents a clear and present danger to the University community, the President may impose such measures as are necessary to protect the student, the University Community, University property, and/or the ongoing activities of the University.

\*\* The Minger Act requires reporting of all crimes to the EKU Police covered by Paragraph 1 by faculty acting as agents of the University.

Revised: July 09

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**Paragraph 13**

*Disrupting the peace or interfering with classroom or other University activities.*

**If a student's behavior is disruptive and interfering with the learning process, the faculty should:**

- a. Attempt to de-escalate the situation by calmly talking to the student;
- b. If the conduct persists, the faculty should document the behavior;
  - 1. Faculty have the option of removing the student(s) for one class period;
- c. If the conduct persists, a written report of behavior should be forwarded to the Department Chair:
  - 1. Report should briefly cover who, where, what, when, and witnesses;
  - 2. Only behavior should be documented;
  - 3. State what the faculty has done to set guidelines for future behavior.
- d. The Chair should promptly meet with the faculty and student separately;
- e. If the Chair believes that the situation cannot be remedied, the Chair has the following options, including but not limited to:
  - 1. Immediate removal of student from that class/lab for one class period;
  - 2. Transfer of student to alternative section/course;
  - 3. Referral to the Counseling Center;
  - 4. Referral to the Office of Student Rights and Responsibilities for possible disciplinary action;
- f. The Chair needs to document the meetings with faculty and student and also document compliance with remedial options.

*Note: Faculty always have the right to refer the situation to the Office of Student Rights and Responsibilities regardless of the Chair's decision.*

*Note: For any questions you may have, call Betsy Bohannon or Brandon Williams in the Office of Student Rights and Responsibilities at 859.622.1500*