University Compliance, Ethics, and Risk Office

UNIVERSITY OF CENTRAL FLORIDA

**University of Central Florida**
**Draft Policy Submission Cover Memo Form**

Policy No. and Title: 3-404.1 Behavioral Assessment and Response

Initiating Authority: Vice President of Operations

Initiating Authority Approval Date: 10/28/2026

Date of Submission for Review: 10/28/2026

Submitted by: Chief of Police and Associate VP of Public Safety

Department: Police

☐ New Policy ☑ Existing Policy (5-year Review) ☐ Existing Policy (Out of Cycle Review)

**Summary of Revisions:** (For a new policy, please provide a summary of the policy. For an existing policy, please provide a summary of the revisions made to the policy.)

Updated responsible authority and initiating authority.

**Stakeholders included in the Review Process**: (Provide a list of departments involved in the review/revision process.)

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| Public Safety, University Operations, College Policy Liaisons, Faculty Senate |

Stakeholder feedback must also be requested from the Faculty Senate and the College Policy Liaisons. By checking the boxes below, you are confirming that feedback from these groups was requested, received, and considered in the draft policy.

☒ College Policy Liaisons ☒ Faculty Senate

**Regulatory Requirements** (if applicable)**:** (Provide information on regulatory requirements pertaining to the policy, including specific statute or regulation number.)

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| Florida Public Records Act: Chapter 119, Florida Statutes<br><br>Family Educational Rights and Privacy Act (FERPA)<br><br>Health Insurance Portability and Accountability Act (HIPAA) |

**Presenters:** (Provide the name(s), position title(s), and email address(s) for all individuals who will be presenting the policy to the university's Policies and Procedures Committee.)

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| Robin Griffin-Kitzerow, AVP and Chief of Police, robin.griffin-kitzerow@ucf.edu |

# Draft - Behavioral Assessment and Response

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| **Policy Number** | 3-404.1 |
| **Responsible Authority** | Chief of Police and Associate Vice President ~~for~~ of Public Safety ~~& Security and Chief of Police~~ |
| **Initiating Authority** | Vice President of Operations ~~and Chief Operating Officer~~ |
| **Effective Date** | |
| **Date of Origin** | 8/10/2019 |

## APPLICABILITY/ACCOUNTABILITY

This policy applies to all individuals on university owned, controlled, or leased properties and individuals involved in university events or programs. This includes all members of the University community and all departments and divisions of the University, including direct support organizations with operations on the campuses of the University.

## POLICY STATEMENT

The University of Central Florida is committed to the safety and security of its students, faculty, staff, and visitors. Threats to the university or to the university community, or to any part of the university community, require prompt and coordinated attention and an appropriate response.

The purpose of this policy is to establish the Behavioral Assessment and Response Team (BART) and to empower the BART to assess and address issues relating to potential and pending acts or threats of violence or disruption at the University of Central Florida. The BART shall be dedicated to the early identification, assessment, prevention, reduction, and management of violence, threats of violence, and other disruptions. To that end, the BART shall respond to reports to identify situations and persons of concern, gather and assess information regarding situations and persons of concern, and manage the situation or person to reduce or eliminate the risk of violence or disruption.

## DEFINITIONS

**Behavioral Assessment Response Team (BART).** A multidisciplinary team of representatives who meet on a periodic basis, and also as-needed, to engage in threat assessment.

**Credible threat of violence.** A verbal or nonverbal threat, or a combination of the two, including threats delivered by electronic communication or implied by a pattern of conduct, which places the person(s) who is the target of the threat in reasonable fear for his or her safety or the safety of his or her family members or individuals closely associated with the person, and which is made with the apparent ability to carry out the threat to cause such harm. It is not necessary to prove that the person(s) making the threat had the intent to actually carry out the threat.

**Person of Concern.** An individual who has made threats of harm to themselves or to others and is engaged in behaviors that significantly disrupt the campus learning or work environment.

**Threat Assessment.** The identification, review, and monitoring of a person of concern or an individual by the Behavioral Assessment Response Team in response to a reported concern related to threats of harm to self or others, and who has engaged in behaviors that significantly disrupt the campus learning or work environment.

**University Crisis Team.** A multidisciplinary team of representatives who meet as needed to review reports of students of concern. The University Crisis Team may refer a report to the BART for review, either immediately upon receipt or following an initial review by the University Crisis Team.

## PROCEDURES

The University of Central Florida does not tolerate acts or threats of violence on university owned, controlled, or leased properties or in connection with university events or programs. The university will employ all useful management strategies to identify and prevent incidents of campus violence in order to reduce the effects of violence and to address and respond to those who threaten or perpetrate violence. The university strongly encourages all individuals to report violent, potentially violent, and threatening behavior to university officials. Individuals who report concerns shall not be subjected to any acts of retaliation for reporting any such concerns. The BART shall serve as the authority with primary responsibility for ensuring that all reports of individuals displaying credible threat(s) of violence to the university community are reviewed. To do so, the BART will work through several different mechanisms, depending on the nature of the report, including existing review protocols at the university. Specifically, the BART may perform its function through Human Resources, University Crisis Committee, UCF Police Department and/or any combination thereof. Reports of threatening behavior made or referred to the BART

will be handled as discreetly as possible, with information made available only to those who need to know to investigate and properly intervene in the matter.

**Prevention – Encouraging Community Awareness and Reports**
Effective threat assessment can only occur in a larger context of safety. A climate of safety, respect, and emotional support can help diminish the possibility of targeted violence. Environments in which individuals pay attention to the social and emotional needs of each other have fewer situations that require formal threat assessments. Ideally, when this climate of safety exists, everyone experiences a sense of emotional support and respect, problems are addressed before they escalate, and the potential for violence diminishes. Any individual who believes there is an immediate danger to the health or safety of any individual on university owned, controlled, or leased properties or individuals involved in university events or programs should call UCF Police immediately at 911 or for individuals off campus at 407-823-3088.

**BART – Team Composition**
The composition of the BART may vary depending on the nature of a given report. The BART will always include the UCF Police Department. Additionally, the BART may consist of, but is not limited to, representatives from the following offices:

UCF Police Department
Student Development and Enrollment Services
UCF Human Resources
Counseling and Psychological Services
Office of Nondiscrimination & Accommodations Compliance
Office of Student Rights and Responsibilities
Office of the General Counsel
Academic Affairs
Faculty Excellence
Student Health Services

The associate vice president for safety and security and chief of police or designee will convene and serve as the chair of the BART. The BART may designate ad hoc members as considered necessary for the work of the team.

The BART will respond to reports and situations as they arise and prioritize them based on the circumstances. As such, the BART may include or consult with representatives from other areas and programs as necessary to address a particular report or incident. Additionally, the work of the BART may be performed through existing structures at the university, such as the University Crisis Team (for students of concern) or Human Resources (for employees of concern).

**Identifying Person(s) of Concern**
There is no comprehensive list of behaviors or actions that definitively signal whether a person(s) is or will become violent or cause harm or disruption. Warning signs can manifest in many forms and settings. Any single indicator may not be a definitive signal of concern, rather a combination of indicators should be assessed. The following example behaviors may indicate that a person(s) may be distressed and of concern to the campus community:

- Behavior that can reasonably be interpreted as threatening
- Recent changes in behavior, recent substantial alterations in appearance

- Explicit threats of violence
- Intentionally damaging property, either one's own or another person's
- Expressing suicidal thoughts or desires
- Highly disruptive behavior, including hostile, aggressive, bullying, intimidating, and/or violent behaviors
- Unexplained absences that are out of the norm for the individual
- Expressions of concern about their personal safety, such as persecutory delusions with self as victim
- If the individual is cited, arrested, or investigated for a violent or threatening offense
- The individual pursues a course of action after being instructed to cease (i.e., a student continues to pursue a grading complaint after being informed all administrative procedures have been exhausted, or a staff member persists in pursuing a reversal of a sanction after exhausting the established appeal process)
- The individual brags about having weapons or about violent behavior or fantasies
- Paranoia, hallucinations, or delusions
- The individual exhibits emotional instability, inappropriate displays of emotion, or loss of control, such as inappropriate outbursts or profanity that is contextually inappropriate

The behaviors listed above are not meant to be a complete or exhaustive list, but rather to serve as examples of behaviors that may suggest that a report should be made. For other examples of behavior concerns, please visit https://scs.sdes.ucf.edu/concern/.

**Reporting a Person of Concern**

The University is committed to taking a proactive approach in addressing a person(s) of concern. One of the primary goals of the BART is to identify concerns in the earliest possible phase and work collaboratively with all parties before problems escalate. We encourage the university community to reach out for support and report a person of concern, dangerous or disruptive behavior, or other behavior that may disrupt the campus learning or work environment or the larger community.

Below is a list of reporting options for person(s) of concern. All individuals are encouraged to report incidents and concerns to the University Police Department if there is any suspicion of criminal activity or a risk of violence.

***In the event of an imminent or unfolding emergency, the individual should immediately call 911.***

- University Police Department – The University Police Department receives and handles reports of actual, potential, or suspected criminal activity; reports of suspicious behavior; and reports of situations or persons who may present a risk of harm to themselves or others or who present a risk of disruption to the University or the University community.
- Office of Student Conduct – The Office of Student Conduct handles complaints against UCF students and student groups but not faculty or staff.

- UCF Human Resources – Individuals may report concerns about an employee to UCF Human Resources.

Because the university expects all reports of a person of concern to be made in good faith, any individual who knowingly makes a false report or provides false information may be subject to disciplinary action up to and including termination or expulsion, as well as subject to criminal penalties.

**BART Response to a Report**
When a person(s) of concern has been identified and the report is made or referred to the BART, the report will be assessed at the outset to determine whether it is a matter for the BART or one of its related processes. If it is, the team will be convened to review and assess the report using the principles of threat assessment. The team will conduct a fact-based inquiry, seeking information regarding the person(s) of concern from various sources. The intent of the assessment conducted by the BART is to determine whether a person of concern is on a path toward or away from harmful or violent behavior, the level of risk that currently exists for harm or violent behavior, and/or if the person does not pose a threat of harm or violence, as well as the need for managed assistance or intervention.

In determining whether a person(s) of concern presents a threat, the BART will make an individualized and objective assessment of the individual's ability to safely remain in the university community, based on the best available objective evidence or a reasonable medical/mental health judgment relying on the most current knowledge available. To the extent possible, the assessment will determine the nature, duration, and severity of the threat, the probability that the potentially threatening injury will actually occur, and whether reasonable modifications of policies, practices, or procedures will sufficiently mitigate the threat. An individual's observed conduct, actions, and statements will be considered. An individual with a disability will not be subjected to an adverse action based on unfounded fears, prejudice, and/or stereotypes.

Depending on the determination made about a person of concern, the BART will determine the most appropriate intervention and/or referral plan for the person of concern, including plans for monitoring and follow-up. The BART will make use of other university resources, services, and procedures, as appropriate.

The BART will follow all applicable state and federal regulations, such as Chapter 119, Florida Statutes, the Family Educational Rights and Privacy Act (FERPA), and the Health Insurance Portability and Accountability Act (HIPAA).

**Retaliation is Prohibited**
The university prohibits retaliation against anyone for registering a concern, assisting another in registering a concern, or participating in a BART assessment. Anyone experiencing any conduct that they believe to be retaliatory should immediately report it to the Office of Institutional Equity. The University will address retaliation and those found to have engaged in retaliatory behavior.

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**RELATED INFORMATION**

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Student Handbook and Code of Conduct – The Golden Rule

UCF Regulation 3.001
UCF Regulation 3.0134 Grievances Alleging Discrimination

Florida Public Records Act: Chapter 119, Florida Statutes

Family Educational Rights and Privacy Act (FERPA)

Health Insurance Portability and Accountability Act (HIPAA)

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**CONTACTS**

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University Police Department
(407) 823-5555

Student Success and Well-Being
(407) 823-6960

Student Care Services
email to caremanager@ucf.edu
(407) 823-5607

Office of Human Resources
(407) 823-2771

Office of Student Rights and Responsibilities
https://osrr.sdes.ucf.edu/reports/
(407) 823-4638

Student Conduct and Academic Integrity
(407) 823-4638

Office of Nondiscrimination & Accommodations Compliance
email to onac@ucf.edu;
(407) 823-1336

UCF IntegrityLine
(855) 877-6049

Counseling and Psychological Services
email to councntr@ucf.edu
(407) 823-2811