

**Standards and Procedures for Voluntary or Involuntary Withdrawal from
the
University for Seriously Disruptive Behaviors
College of Veterinary Medicine**

When a student engages in nonprofessional behaviors that are grounds for disciplinary actions or dismissal including <http://www.vet.ksu.edu/handbook/policies/academic.htm>, the Student Board of Ethical Behavior is responsible for adjudicating cases of professional and academic misconduct as defined by the guidelines under the constitution of the Student Board of Ethical Behavior http://www.vet.ksu.edu/handbook/policies/ethical_behavior.htm. However, sometimes a student engages in seriously disruptive behavior that requires swift intervention. "Seriously disruptive behavior" is defined as behavior that is disruptive to the maintenance of the academic environment, destructive to University property, or constitutes a threat to the wellbeing of the student or others. In such cases, the procedures outlined below should be followed.

I. Responses to Seriously Disruptive Behavior

A. When a student has voiced intent and/or exhibits behaviors that require immediate intervention (e.g. active suicidal threat or behavior, active homicidal threat or behavior, etc.), these steps should be taken:

1. The concerned party will notify the K-State University police to assure safety and to initiate appropriate action.
2. The K-State police will notify the Office of the Associate Dean of Academic Programs at the CVM.
3. The Associate Dean of Academic Programs will evaluate and determine the appropriate response(s), including but not limited to:
 - a. Referral to the Dean for immediate disposition
 - b. Referral to the Critical Incident Response Team (CIRT)
 - c. Referral to CVM Student Board of Ethical Behavior
 - d. Resolution by the Associate Dean of Academic Programs

B. When a student evidences behaviors that are seriously disruptive, but not of immediate risk of harm to self or others, these steps should be followed:

1. The concerned party will notify the Office of the Associate Dean of Academic Programs.
2. The Associate Dean of Academic Programs, in the interests of timing and sensitivity to the immediate needs of all parties, will evaluate and determine the appropriate response, including but not limited to:
 - a. Referral to the Dean of CVM for immediate disposition
 - b. Referral to the Critical Incident Response Team (CIRT)
 - c. Referral to CVM Student Board of Ethical Behavior

If, while evaluating the situation, the Dean, Associate Dean of Academic Programs or the CIRT suspects that the seriously disruptive behavior may be related to a diagnosable mental disorder or other condition, the following steps should be taken:

II. Voluntary Withdrawal from the University

- A. The matter will be referred to the Associate Dean of Academic Programs.
- B. The Associate Dean of Academic Programs will counsel with the student and/or his/her parent(s), guardian(s), and/or spouse/partner to explore possible reasonable accommodations that would eliminate or sufficiently reduce the disruption, to explore a voluntary withdrawal of the student, and to facilitate referral to appropriate community resources (e.g.: treatment and counseling resources).
- C. Upon voluntary withdrawal because of behavior concurrent with a diagnosed mental disorder, the University will provide conditions and requirements necessary for reinstatement.
- D. Steps should be taken to minimize potential financial and academic loss.

III. Involuntary Withdrawal from the University

A student who does not withdraw under conditions described in Section II may be considered for involuntary withdrawal (as opposed to dismissal pursuant to the Student Board of Ethical Behavior) if the seriously disruptive behavior may be related to a diagnosable mental disorder or other condition. In this case, the following procedure should be followed:

- A. The Associate Dean of Academic Programs may refer the student for evaluation to a mutually agreed upon licensed psychologist, psychiatrist, or counselor to determine the effect of the mental health issue on the behavior, and the prognosis for continuation of such disruptive behavior.
 - 1. The cost of this evaluation may be borne by the CVM
 - 2. The student will be informed of this mandatory referral for evaluation in writing and will also be provided with a copy of this policy.
 - 3. The Dean may require a suspension pending the results of this evaluation.
 - 4. The evaluation should be completed within ten (10) University business days from the date of receipt of the referral letter.
 - 5. The student will sign a release permitting all relevant information to be provided to the Associate Dean of Academic Programs.
 - 6. The results of the evaluation will be sent to the Associate Dean of Academic Programs.
- B. Should the evaluation result in a determination that there is no apparent threat to the safety of self or others, no inability to satisfy personal needs that might lead to serious physical circumstances or death within a short period of time, and no apparent threat to property, to the lawful activities of others, or to the educational processes and orderly operations of the University, further procedures under this policy may cease. The Associate Dean of Academic Programs may determine that no further action under this policy is necessary, and may refer the matter for action under another University policy.
- C. If either of the above determinations is based on the student's continued compliance with treatment, the student will be required to meet with the Associate Dean of Academic Programs and if necessary other members of CIRT to develop an administrative resolution with behavioral expectations.

- D. Should the evaluation result in the determination by the Associate Dean of Academic Programs that it is in the best interest of the student and/or the CVM community that the student be involuntarily withdrawn from the University, the Associate Dean will make such a recommendation to the Dean and the student shall be informed in writing of this determination and of the student's right to an appeal under section IV below. If the student does not file a timely appeal, the Dean of CVM will issue a letter to the student of the final decision based on the recommendation from the Associate Dean of Academic Programs.
- E. The University may permit the student to withdraw voluntarily at any time prior to the conclusion of the involuntary withdrawal process.
- F. If the student is able or unwilling to cooperate in the mandatory evaluation process, the CVM will make its decision based on the best available information.
- G. Where the CVM seeks to involuntarily withdraw the student who is an otherwise qualified individual with a disability on the basis that the student poses a "direct threat" within the meaning of the Americans with Disability Act, the CVM will make an individualized assessment as follows:
 1. The direct threat analysis and determination will be based on an individualized assessment that relies on current medical evidence, or on the best available objective evidence, to assess: (1) the nature, duration, and severity of the risk; (2) the probability that the potential injury will actually occur; and, (3) whether reasonable modifications of the CVM's policies, practices, or procedures, or the provision of auxiliary aids and services, will mitigate the risk. If necessary, the CVM will consult with individuals with in-depth knowledge and experience in the area of the student's disability as part of the direct threat determination. The conclusion that a direct threat exists will not be based solely on speculation about future risk.
 2. Where safety is of immediate concern, the CVM may set interim conditions on the student while completing the assessment. The CVM will give the student notice of the CVM's actions and will provide minimal due process.
 3. If the CVM determines that a student poses a direct threat to others, the CVM may condition the student's future receipt of a benefit or service upon the student's provision of documentation showing that the student is no longer a threat. Such evidence may include, but not be limited to, a treatment plan or periodic reports from a physician or other qualified health care professional. The CVM will not, however, condition the provision of a benefit or service upon a showing by a student that he or she has eliminated behaviors that are a manifestation of a disability, unless such behavior significantly contributed to the direct threat.
 4. The Dean of the CVM may deny or rescind admission or suspend or dismiss a student who is determined to be a direct threat to the health or safety of others. The Associate Dean of Academic Programs of the CVM will inform the student of the determination and provide a copy of this policy and explain the appeal procedures.

IV. Appeal

A student may request a hearing before the Dean to appeal the recommendation from the Associate Dean of Academic Programs of the CVM that the student be involuntarily withdrawn. If the student wishes to appeal the Associate Dean of Academic Programs' recommendation, the following provisions will apply:

- A. The student must submit a written request to the Dean within three (3) University business days from the date of receipt of the Associate Dean of Academic Programs' recommendation letter.
 - 1. The hearing date will normally be set within seven (7) University business days following the request.
 - 2. Pending completion of the hearing, the student is subject to interim involuntary suspension, but may be allowed to be on the campus to attend the hearing or for other necessary purposes, as authorized in writing in advance by the Dean of CVM.
 - B. The student will be requested to authorize the Dean of CVM to have access to relevant materials deemed necessary for the hearing process. If the student refuses to grant access to the records, the hearing will proceed without the requested information.
 - C. The student shall be informed in writing of the Dean of CVM's decision and reasons for that decision, as soon as practical following the hearing. The decision of the Dean of CVM is effective upon being conveyed to the student and is final.
- V. University action after an involuntary withdrawal because of behavior concurrent with a diagnosed mental disorder.
- A. Upon involuntary withdrawal because of behavior concurrent with a diagnosed mental disorder, the University will provide conditions and requirements necessary for reinstatement.
 - B. Reasonable efforts should be made to refer the student for appropriate mental health services.
 - C. Reasonable steps may be taken to minimize potential financial and academic loss through such means as prorated refund of housing and academic fees.
- VI. Reinstatement after a Voluntary or Involuntary withdrawal from University.
- Reinstatement of a student who had been withdrawn for reasons of disruptive behavior concurrent with a diagnosed mental disorder is only with approval of the Dean of CVM. The reinstatement process would include the following steps:
- A. The former student would submit a letter to the Associate Dean of Academic Programs requesting reinstatement, and include a copy of a recent evaluation by a licensed psychologist, psychiatrist, or other licensed mental health professional showing that the disruptive behaviors leading to the withdrawal are being adequately managed. This evaluation would be initiated and paid for by the student, not by the University.
 - B. The Dean of CVM will review the letter and the evaluation results, as well as the conditions and requirements for4 reinstatement, to determine whether the conditions and requirements have been met. The Dean will make a decision based on consideration of this information