

MEMORANDUM

DATE: September 2011

TO: USC Faculty and Staff

FROM: Michael L. Jackson
Vice President for Student Affairs

SUBJECT: Disruptive Student Behavior Brochure (Available Online)

Student Affairs

Michael L. Jackson
Vice President

Dear Colleague:

Occasionally, you may encounter a student at the University of Southern California engaging in threatening or disruptive behavior. This trend is paralleled on other campuses nationally. Behaviors you may encounter range from simple class disruptions, to verbal or physical threats. In response, the Division of Student Affairs has recently updated the enclosed brochure; *Disruptive and Threatening Student Behavior: Guidelines for Faculty and Staff*. For your convenience this brochure is available online at:

http://www.usc.edu/student-affairs/programs/ssa/disruptive_guidelines.html

The brochure is designed to: 1) assist your department in thinking through its response to situations in which students may behave in unusual or unpredictable ways prior to such encounters; 2) help you to effectively handle an actual threat; and 3) inform you of referral and protocol procedures. When your department has adequately prepared its faculty and staff to handle disruptive and threatening student behavior, the chances of serious disruption may be lessened.

I ask that you please familiarize yourself with these guidelines. If you have further questions, please contact Denzil Suite, Associate Vice President for Student Affairs, Lynette Merriman, Senior Associate Dean for Student Affairs, Ilene Rosenstein, Director of Student Counseling Services or our staff in Student Support and Advocacy, which is located within the Office of the Vice President for Student Affairs. In addition, the Department of Public Safety is available to address questions and concerns and members of the Student Affairs assessment team are available for consultations presentations at your request.

Thank you for your time and attention to this important issue.

cc: Denzil Suite, Associate Vice President for Student Affairs
Lynette Merriman, Senior Associate Dean for Student Affairs
Marty Levine, Vice Provost for Faculty Affairs
Ilene Rosenstein, Director of Student Counseling Services - UPC
Brad Meier, Director of Student Counseling Services - HSC
Carey Drayton, Chief, Department of Public Safety