January 2015

To: All Faculty and Staff
From: Office of the Dean of Students
Re: Case Management Committee (for students of concern)
     Community Threat Assessment Team (for community members of concern)

As we begin the spring semester, I want to remind you about two important and distinct resources at Fairfield University – the Case Management Committee and the Community Threat Assessment Team.

**Case Management Committee**
The Case Management Committee meets every other week to review behavioral concerns of a non-emergency nature that are raised to the Committee’s attention by members of the University community. The Committee considers coordinated and appropriate responses in a confidential setting. Examples of student issues that would come to this group:

- inappropriate or disturbing comments made in class
- worrisome writings
- excessive class absences
- health issues (e.g., weight loss, headaches, sleep problems, etc.)
- death of a family member or close friend
- suspected or known substance abuse
- changes in behavior; aggression.

The Committee is comprised of representatives from each of the academic deans’ offices as well as representatives from Student Affairs, Athletics, and the Office of Academic Support and Retention. The Committee is chaired by William Johnson, associate dean of Students. To report a concern about a student to the Case Management Committee, please contact either your respective academic dean’s office or the Office of the Dean of Students at 203-254-4211. The Case Management Committee does not address emergencies or instances where an immediate threat is posed.

In cases of emergencies or immediate threat, please notify Public Safety at 203-254-4090. The Case Management Committee is one of many University efforts aimed at supporting a safe and responsive environment for students to thrive personally and academically. If you have any questions, please contact Associate Dean Johnson at ext. 4211.

**Community Threat Assessment Team**
In accordance with federal law, Fairfield University formed the Community Threat Assessment Team on January 1, 2014. The Team is comprised of representatives from Counseling and Psychological Services, Human Resources, Student Affairs, Academics Affairs and the Department of Public Safety. The Community Threat Assessment Team is in place specifically to
help preserve the safety and security of the University community in collaboration with other University services. The Team serves as a proactive mechanism to identify and address members of the community that may pose a danger to self, others and/or both. The Team considers situations that involve students, staff members and visitors to the campus community. The Team meets on an as-needed basis and is chaired by Frank Ficko, the associate director of Public Safety.

The Community Threat Assessment Team seeks to identify concerns in their early phases in order to work appropriately and constructively with all parties before problems escalate into violent or dangerous outcomes. We encourage everyone in the University community to seek help for others when there are safety concerns. To report a concern, please contact the Department of Public Safety at 203-254-4090.