



Guide to Helping a Student of Concern

See something? Say something. Do something!

Our Mission

Our mission is to create and empower a culture of reporting on our campus. We strive to provide early intervention for students, who may be struggling with grades, attendance, social interactions, withdrawn behavior, changes in appearance, changes in playing status, or other concerning behavior changes.

Our Purpose

The Student of Concern Reporting form was developed to assist students who may be having difficulty adjusting to the D&E community or who may need additional support to be successful in the college environment. This is a pro-active movement—not punitive or intended to get students in trouble or to be utilized as a means of reporting emergencies. This is not meant to take place of standard classroom management techniques utilized by faculty. The Student of Concern Reporting Form centralizes the reporting of concerning student behavior, encourages early intervention, and ensures follow-up on relevant cases.

Our Goals

- Review information received from faculty, staff, students, and/or community members; conduct follow-ups to determine the appropriate response.
- Intervene early. Provide support and respond to students displaying varying levels of disruptive or distressed behaviors.
- Serve as a central resource and information gathering source.
- Ensure that services, support, and resources are deployed effectively and quickly.

When Should You Make a Report?

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Examples include, but are not limited to:

- Absenteeism
- Poor classroom performance
- Disruption in the classroom
- Sadness, anxiety, mood swings
- Emotional outbursts
- Worrisome or unusual behavior
- Frequent anger or frustration
- Social isolation
- Suicidal thoughts
- Eating disorders
- Cutting behaviors
- Abusing alcohol or drugs
- Serious injury or illness
- Grief
- Intimidating or threatening behavior

These behaviors, especially when more than one are present, may be signs that a student is in distress.

What might seem like an isolated event to one staff or faculty member is often times part of a larger picture. So please make a report, even if it's the first time noticing these behaviors.

How to make a report:

1. Go to www.dewv.edu
2. Click on the Academics link
3. On the left side of the page is a link that says "Student of Concern Form"
4. Complete the form and click "submit"

Or, from the MyD&E webpage, click on forms and locate the "Student of Concern Form".

What to expect after submitting a Student of Concern Form:

The completed form will automatically be sent to Angie Scott, Director for Student Recruitment & Success. She will review the information provided, consult as needed and a course of action will be suggested that considers the safety and well-being of the individual and the campus community.

Not Sure What to Do? Contact:

Angie Scott

Director for Student Recruitment & Success
scotta3@dewv.edu or studentsuccess@dewv.edu
304-637-1983 or 304-642-6217

Scott Goddard

Vice President for Student Affairs
goddards@dewv.edu
304-637-1352 or 304-642-1352

Kate Garlick

Title IX Coordinator and Section 504 Coordinator / Assistant Dean of Students
garlickk@dewv.edu
304-637-1241 or 304-276-2033

Michael Jordan

Director of the Office of Public Safety
jordanm@dewv.edu
304-704-9111

Megan Walters

Student Navigator
waltersm@dewv.edu
304-667-0640

If a person is an immediate threat to themselves or someone else or in the event of any other emergency, CALL 911. You may also contact the Office of Public Safety 24/7 at (304) 704-9111.

