

LSU Cares

www.lsu.edu/lsucares

What is LSU Cares?

LSU Cares is a university initiative dedicated to the well-being of students and promotion of a community that cares about each of its members. LSU offers an online reporting system to help students, faculty, staff, families, and friends submit reports about the following:

- Potential violations of the LSU Code of Student Conduct
- Concerns regarding sexual misconduct and hazing
- Concerns surrounding acts of bias or discrimination
- Concerns about students in crisis or distress
- Student grievances
- Pregnancy needs

This folder is designed to assist LSU faculty and staff. When we partner together, we can ensure student success.

DO NOTHING
DO NOTHING
DO SOMETHING.
DO NOTHING
DO NOTHING

HELP STOP
HAZING AT LSU

KNOW THE SIGNS.

- Sleep deprivation
- Excessive absence from class
- Declining academic performance
- Not showered/clean
- Wearing unusual or similar/identical clothing with members of the new member class
- Pulling away emotionally and physically from friends and family
- Defensive responses about organization membership when explaining unusual events or activities
- Lengthy weekend commitments
- Loss of privileges, like eating, sleeping, or cell phone use, that may seem unnatural

Report Hazing: 225-578-3231 or www.lsu.edu/lsucares

UNDERSTANDING AND REPORTING TITLE IX

In accordance with Title IX and other applicable law, Louisiana State University is committed to providing a learning, working, and living environment that promotes integrity, civility, and mutual respect in an environment free of discrimination on the basis of sex and sexual misconduct.

PM-73, the university's Permanent Memorandum on Title IX and Sexual Misconduct was developed to reaffirm these principles and to provide recourse for individuals whose rights have been violated. PM-73 establishes a mechanism for determining when rights have been violated in employment, student life, campus support services, LSU programs and/or an academic environment.

- Sex discrimination
- Sexual harassment
- Dating and domestic interpersonal violence,
- Sexual assault
- Stalking and retaliation

Please note: Title IX also protects individuals from discrimination on the basis of pregnancy, childbirth, breastfeeding, miscarriage, abortion and related conditions including recovery.

Faculty, staff, instructors and graduate students (in teaching roles) are all responsible employees. If a student or co-worker reports any of these concerns to you here are the steps to follow:

1

Make a report
lsu.edu/lsucares

2

Consult with the Title IX Coordinator or Deputy Coordinator

if you have concerns or questions

The Lighthouse Program is a free and confidential resource for student survivors of sexual violence housed in the Office of Wellness and Health Promotion in the Student Health Center. The program offers guidance and support regardless of where and when the traumatic event or violent incident occurred, and whether or not the survivor reports the incident. The Lighthouse Program ensures that students do not navigate the medical, legal, mental health, or University system alone by providing students options for recovery, including:

- Obtaining medical and mental health care
- Filing a police and/or University report
- Arranging safe housing
- Securing academic accommodations
- Referrals to other appropriate services and resources

See Something. Do Something. Make a Report.

What are the Signs of a Student of Concern?

- ✓ Student has had a recent loss or death
- ✓ Student has a lack of supports
- ✓ Student is often tearful or irritable
- ✓ Student's becomes disheveled in appearance or grooming stops
- ✓ Student has noticeable mood changes
- ✓ Work habits are declining
- ✓ Sleeping and eating habits are increasing or decreasing
- ✓ Student reports prolonged feelings of sadness or hopelessness
- ✓ Student reports anxiety or panic that inhibits their attendance

How do I Respond to Disruptive Students?

In the moment:

If a student is threatening or refuses to leave when asked always call LSUPD or 911

- 1 Keep your emotions calm and your responses consistent
- 2 Move forward with your lecture and give no reinforcement to the undesired behaviors
- 3 Address your concerns on an individual level whenever possible

If the behaviors continue, contact LSUPD and make a report

Setting up for success in the beginning:

- Be upfront about the behaviors you expect and what is not acceptable behavior for your classroom
- Put the above in your syllabus
- Discuss it in class and reinforce this often
- Know your students and attempt to learn their names
- Create an environment of respect to increase respectful responses
- Familiarize yourself with what you see as unacceptable behaviors and what your students view as unacceptable. You might be very surprised in the differences
- Consult the research on this or take an in class survey

How do I Handle Academic Misconduct?

We need your help to promote academic integrity at LSU. The Code of Student Conduct outlines rights, responsibilities, and standards for LSU students including academic, behavioral, and organization misconduct

➔ The Code requires that faculty and staff report behavior that may violate the Code

- Report any academic misconduct ASAP, preferably within 72 hours
- Our staff may follow up with instructors to collect more information
- Do not issue the student a grade for the work in question until the matter is resolved. Instructors will receive a memo with the resolution and instructions
- If it is nearing the end of the semester, SAA will grant approval to issue an incomplete grade until resolution. Please indicate if a student is graduating, as those must be expedited
- Notify SAA if a student drops your course if they were not permitted to do so
- Resources and best practices for instructors to include syllabus statements, proctoring tips, test design, and more, are available at lsu.edu/saa

How do I Address Absenteeism?

Does the absence fall within the below categories?

- Illness
- Serious family emergency
- Special curricular requirements such as judging trips or field trips
- Court-imposed legal obligations such as subpoenas or jury duty
- Military obligations
- Serious weather conditions
- Religious observances
- Participation in varsity athletic competitions or university musical events

➔ If so, you can ask for documentation for the above and all are university-approved absences. For more information go online to lsu.edu/policies to review PS 22

Requests should be timely by the student when possible or foreseeable

- Seek guidance for how much is allowable for the above or if the situation partly falls into these categories
- If the absence is related to a documented disability, you should have received an accommodation letter from the student with the accommodation of consideration for absences. If you did not receive this, consult Disability Services
- Ask Disability Services to assist you in determining the scope of what is covered under the absence accommodation
- Maintain clear communication and let the student know when their absences are becoming excessive
- Let Disability Services know when you are concerned. For students with patterns of poor attendance that are chronic and not being addressed through Disability Services please make a student of concern report

**How to Direct Emergent, Threatening, or Concerning Behaviors.
See Something. Do Something. Make a Report.**

Emergency or Crisis

Response

Active Shooter

- Prepare yourself by watching the videos and knowing the steps to take in the event of an active shooter on our campus. Know what to do in advance
- Please view the, “Shots Fired in the Workplace” and “DHS Active Shooter Preparedness” videos available on the [LSUPD website \(lsu.edu/police\)](http://lsu.edu/police). Please view the Shots Fired on Campus Student Guide

- **Run, Hide, and Fight**
- Always call LSUPD at 225-578-3231
- Do not assume this has already been done
- Give them your location and what you see

Threatening Behaviors or Emergencies

- If a student threatens another student in your classroom
- If a student is harmed in any way
- If a student is having a seizure, loss of consciousness or other medical condition that appears emergent (even if the student asks you not to call)
- If a student is making threats of harm to self or others
- If significant escalation of a student’s behavior has occurred and they refuse to leave the class/office after being asked to leave
- If a student is making you feel unsafe

- **Call LSUPD**
- LSUPD will respond immediately and assess the situation for threat or other emergency needs. They will determine if mental health treatment, transport to a hospital or other responses are needed to assist the student.
- Call 225-578-3231, use the Shield app, or call 911

Mental Health Concerns or Crisis

- Reports an increase of panic, anxiety, and depression in emails or in person (see signs of a Student of Concern)
- Student shows signs of deterioration in appearance and behaviors (see signs of a Student of Concern)
- Student has noticeable mood swings and behavior changes
- Student voices thoughts of hopelessness
- Decreased performance/Feelings of failure
- Alienation or Isolation

- **Contact LSU Mental Health (225-578-8774)** and then make a Student of Concern Report
- Walk-in appointments are available at LSU Mental Health for students in crisis or distress
- **If it reaches the level that a student reports thoughts of hurting themselves or others, we must contact LSUPD (225-578-3231) or LSU Mental Health (225-578-8774)**

Other Concerning Behaviors that Need to be Reported

- If a student is missing classes excessively due to reported mental health issues
- If a student reports they have had a significant loss recently
- If a student reports a sudden medical condition, such as emergency surgery or serious illness
- If a student needs a support to overcome several obstacles
- If a student shows patterns of behaviors that impede their success
- A student is not connected to resources or reports they cannot connect in a timely manner
- Student has experienced a tragedy or significant event (eg. home fire, victim of crime, flooding, etc.)
- Student has odd or concerning behaviors that warrant further attention/intervention

- **Go to lsu.edu/sucares** to file a report
- Call Student Advocacy & Accountability (SAA) at 225-578-4307

Disruptive or Odd Behaviors

- If the disruptive behavior is odd behavior and not threatening behavior (See threatening behaviors or emergencies section) it could still be a code of student conduct violation or a pattern of behavior that may need intervention.
 - It can also be a sign of something more concerning that needs to be explored.
- Examples of problematic behavior that requires some intervention include, but are not limited to:**
- Talking out of context or turn in class
 - Excessive loudness in class
 - Using technology when asked not to do so
 - Challenging faculty/instructor or dominating classroom discussions
 - Excessive tardiness or absenteeism
 - A student is suspected of being intoxicated or under the influence in class

- **Make a Student of Concern Report** and Student Advocacy & Accountability can determine if any code of student conduct violations are present as well as any advocacy related needs or intervention
- Please also (see How do I Respond to Disruptive Students section)
- Go to lsu.edu/sucares or call 225-578-4307

Academic Intervention

- A student is not performing well in your course
- A student needs connection to academic resources, such as tutoring
- A student is not attending classes or is in danger of failing a course
- You are working with a student who needs assistance with study skills or time management training

- **Make an Academic Intervention Report** at lsu.edu/sucares
- The AIT team will reach out to the student and connect them to needed resources

Important Contact Resources

Disability Services
225-578-5919

Financial Aid
225-578-3103

International Services
225-578-3191

Lighthouse Program
225-578-5718

LSU Food Pantry
225-578-8000

LSU Mental Health
225-578-8774

LSU Police
225-578-3231

LSU Title IX Coordinator
225-578-3918

Office of the Dean of Students
225-578-9442

Office of Multicultural Affairs
225-578-4339

The Phone
225-924-5781
Accepts calls 24 hours daily

Psychological Services Center
225-578-1494

Residential Life
225-578-8663

Sexual Trauma Awareness & Responses (STAR)
855-435-7827

Student Advocacy & Accountability
225-578-4307

Student Financial Management Center
225-578-1586

Student Health Center
225-578-6271

Wellness & Health Promotion
225-578-5718

William A. Brookshire Military & Veterans Student Center
225-578-4647

Women’s Center
225-578-1714

What Happens when I make a Student of Concern Report?

1

Make a report

2

Report is assigned by SAA to appropriate care member

3

Reach out to student

4

Follow up with reporter