



BOV POLICY #22 (2023) VIOLENCE PREVENTION COMMITTEE AND THREAT ASSESSMENT TEAM

Policy Title: Violence Prevention Committee (VPC) and Threat Assessment Team (TAT)

Policy Type: Board of Visitors

Policy No.: BOV Policy #22

Approved Date: December 8, 2023

Responsible Office: Norfolk State University Police Department

Responsible Executive: Vice President for Finance and Administration

Applies to: University Community

POLICY STATEMENT

The Norfolk State University Board of Visitors (aka, Board or BOV) is committed to preventing violence on campus and ensuring a safe working and learning environment for the University community at all times. In furtherance of [Code of Virginia § 23.1-805](#), the Board has established and implemented a Violence Prevention Committee and Threat Assessment Team at Norfolk State University to assess and intervene with individuals whose behavior poses a threat to the safety of the University community. As such, Norfolk State University prohibits violence and threats of violence by members of the campus community, third parties when they are on University controlled property, or when they are engaged in official University business or activities at any location. Acts or threats of violence may result in suspension, dismissal, termination, and/or exclusion from the University campus or property.

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PURPOSE

The purpose of this policy is to define the structure of the Norfolk State University Violence Prevention Committee and the Threat Assessment Team in accordance with [Code of Virginia § 23.1-805](#).

CONTACTS

The Vice President for Finance and Administration officially interprets this policy, is responsible for matters pertaining to the policy as it relates to the University and is the Responsible Executive for obtaining approval for any revisions as required by BOV Policy # 01 (2014) Creating and Maintaining Policies through the appropriate governance structures. Questions regarding this policy should be directed to the Norfolk State University Police Department

POLICY CONTENTS

Violence Prevention Committee (VPC)

The University shall create a Violence Prevention Committee (VPC) comprised of representatives from the following specific units as well as the noted divisions: Student Affairs, Law Enforcement, Human Resources, Counseling Services, Residence Life, Finance and Administration, Operations, other units or constituencies as deemed necessary. A designee of the President shall serve as the chair for the VPC. The VPC will consult with University Counsel as necessary.

The VPC shall, among other things, do the following:

- Provide guidance to students, faculty, and staff regarding recognition of threatening or aberrant behavior that may represent a physical threat to the community.
- Identify members of the campus community to whom threatening behavior should be reported.
- Establish policies and procedures that outline circumstances under which faculty and staff are required to report behavior that may represent a physical threat to the community, provided that such report is consistent with state and federal law.
- Establish policies and procedures that include the following:
 - Assessment of individuals whose behavior may present a threat.
 - Appropriate means of intervention with such individuals.
 - Sufficient means of action, including interim suspension, referrals to community services boards or healthcare providers for evaluation or treatment, medical separation to resolve potential physical threats, and notification of family members or guardians, or both, unless such notification would prove harmful to the individual in question, consistent with state and federal law ([Code of Virginia § 23.1-805 \(C\)](#)).



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Threat Assessment Team (TAT)

The Threat Assessment Team (aka, TAT or Threat Assessment and Response Team) was established to implement the assessment, intervention, and action policies set forth by the VPC.

The TAT shall identify, assess, and recommend or implement actions to mitigate threats of violence or harm that involve members of the University community. Specifically, the TAT will assess reported threats of harm to self and/or others, identify appropriate intervention methods or strategies, and direct or mandate actions that eliminate, limit, or reduce risk posed by the threat.

The TAT shall consist of the following individuals and representative designees from the following divisions and offices:

- NSU Chief of Police, *Chair*
 - Office of the Provost and Vice President for Academic Affairs
 - Office of Human Resources
 - Division of Student Affairs
 - NSU Counseling Center mental health professional
 - University Counsel shall be invited to attend and provide legal counsel
- In addition, other members of the University community may be invited to participate when required; however, they will not be considered members of the TAT.

Designees

Each member of the TAT shall have a designee who will serve when the primary member is not available.

Training

Each member and designee shall undergo initial and annual training conducted or approved by the Department of Criminal Justice Services as deemed necessary by the *Chair* or the Violence Prevention Committee.

Meeting Schedule

The TAT will meet weekly during an established time. If necessary, the Chair will convene the TAT if a threat warrants immediate assessment, review, or a specific action to be taken.

Establishing Mental Health Relationships

The TAT shall establish relationships or utilize existing relationships with mental health agencies and local and state law-enforcement agencies to expedite assessment of and intervention with individuals whose behavior may present a threat to safety.



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Individual Poses Threat of Violence

Upon a preliminary determination that an individual poses a threat of violence to self or others or exhibits significantly disruptive behavior or a need for assistance, the TAT shall:

1. Obtain criminal history record information as provided in [Code of Virginia § 19.2-389](#) and [19.2-389.1](#) and health records as provided in [Code of Virginia § 32.1-127.1:03](#).
2. Notify in writing within 24 hours upon making such preliminary determination (1) the campus police department, (2) local law enforcement for the city or county in which the public institution of higher education is located, local law enforcement for the city or county in which the individual resides, and, if known to the threat assessment team, local law enforcement for the city or county in which the individual is located, and (3) the local attorney for the Commonwealth in any jurisdiction where the threat assessment team has notified local law enforcement.
3. Disclose any specific threat of violence posed by the individual as part of such notification. Each threat assessment team member shall complete a minimum of eight hours of initial training within 12 months of appointment to the threat assessment team and shall complete a minimum of two hours of threat assessment training each academic year thereafter. Training shall be conducted by the Department of Criminal Justice Services (the Department) or an independent entity approved by the Department.

NOTE: No member or designee of the TAT shall redisclose any criminal history record information or health information obtained pursuant to this section or otherwise use any record of an individual beyond the purpose for which such disclosure was made to the Threat Assessment Team.

4. When otherwise consistent with applicable state and federal law, in the event that NSU has knowledge that a student or employee who was determined pursuant to an investigation by NSU's Threat Assessment Team to pose an articulable and significant threat of violence to others is transferring to another institution of higher education or place of employment, NSU shall notify the institution of higher education or place of employment to which the individual is transferring of such investigation and determination.



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PUBLICATION

This policy shall be widely published or distributed to the University community. To ensure timely publication and distribution thereof, the Responsible Office shall:

1. Communicate the policy in writing, electronically or otherwise, to the University community affected by this policy as soon as feasible.
2. Submit the policy for inclusion in the online Policy Library within 14 days of approval by the Board.
3. Post the policy on the appropriate SharePoint Site and/or Website. Failure to satisfy procedural requirements does not invalidate this policy.

EDUCATION AND COMPLIANCE

Annual training on this policy to responsible members regarding recognition of threatening or aberrant behavior that may represent a physical threat to the community and the procedures to report same. Members of the TAT/Violence Prevention Committee will be required to review and acknowledge this policy.

REVIEW SCHEDULE

- Next Scheduled Review: March 2027
- Approved by, date: Board of Visitors, November 16, 2023
- Revision History: March 19, 2021, August 29, 2008; September 15, 2017; December 11, 2020; March 19, 2021, February 20, 2026
- Supersedes: None

RELATED DOCUMENTS

- [Code of Virginia § 23.1-805](#), Violence Prevention Committee; Threat Assessment Team
- [BOV Policy #19 \(2017\) Assisting Emotionally Distressed Students](#)
- [BOV Policy # 20 \(2017\) Parental Notification of Tax-Dependent Students in Instances of Psychological Emergencies](#)
- [BOV Policy # 04 \(2017\) Equal Opportunity](#)
- [BOV Policy # 05 \(2015\) Title IX Sexual Harassment](#)
- [BOV Policy # 06 \(2014\) Statement on Code of Student Conduct](#)

FORMS

There are no forms associated with this policy.