

## How Do I Submit a Report?

When submitting a written report to the CARE Team, you should:

1. Go to [www.sage.edu/care](http://www.sage.edu/care)
2. Select the **File A Care Report** tab on the right hand navigation bar.
3. Complete the form, providing as much information as you can about the person of concern, behavior(s) observed, and when and where the incident occurred.
4. Submit the form. You will receive an email confirmation of your report, and may be contacted by a Team member if further information is required.

Individuals may call or email a CARE Team member directly to submit a verbal report. Simply tell the Team Member what you observed or heard, and explain why this concerns you.

## IMPORTANT

**The CARE Team is NOT an emergency response committee. In the event you feel your safety or the safety of someone else is in imminent danger, immediately contact the Office of Public Safety at 518-244-3177.**

Russell Sage College takes very seriously its obligations and its commitment to educating students about in-terpersonal and sexual violence, preventing its occur-rence whenever possible, and remedying its effects.

For more information about Sage's on-going effort to prevent sexual and interpersonal violence, visit [sage.edu/titleix](http://sage.edu/titleix) or email [titleix@sage.edu](mailto:titleix@sage.edu).

## CARE Team Administrators

### Maria Barthold

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**Weekly CARE Team Meetings  
include representatives from  
the following areas:**

- \* Human Resources
- \* Mental Health Counseling
  - \* Public Safety
  - \* Residence Life
- \* Student Success
  - \* Title IX

*The CARE Team consults with additional campus administrators on an as-needed basis to provide comprehensive support to referred community members in need.*



**KEEPING OUR  
CAMPUS SAFE**

## CARE

**Campus Assessment, Response  
& Education Team**

*Identifying, Assessing, and Reducing  
Threats in Order to Foster a Safe  
Campus Environment*

**For more information, visit:**

**[Sage.edu/care](http://Sage.edu/care)**

## Why is Behavior Assessment Necessary?

In the post-Virginia Tech era, colleges and universities around the country have become more diligent and proactive in providing a safe environment for students, faculty, staff, and visitors to their campuses. Changes in 7-KH the Family Educational Rights and Privacy Act have given administrators “appropriate flexibility and deference” with regard to the disclosure of educational records and information in emergency situations (Federal Register, 2008).

Russell Sage College understands the climate that exists on college campuses, and believes it is the duty of the institution to develop a plan and select a committee to address potential threats of this (and other) natures. In response, RSC has established the Campus Assessment, Response, and Education (CARE) Team to serve as an additional measure for campus safety.

That having been stated, it must be understood that even with the best intentions, situations may arise that are unforeseen by any member of the college community. CARE will operate in some instances with very limited information while exercising due diligence to protect the college community and the individual.

## CARE Team Mission Statement

The campus CARE Team engages in proactive and collaborative approaches to identify, assess, and mitigate risks associated with students, faculty, staff, and visitors exhibiting concerning behaviors or thoughts. By partnering with members of the community, the CARE Team strives to promote individual student, faculty, and staff wellbeing and success while prioritizing community safety.

### CARE Team Role

1. Provide consultation and support to faculty, staff, administration, and students in assisting individuals who display concerning or disruptive behaviors;
2. Gather information to assess situations involving individuals who display concerning or disruptive behaviors;
3. Educate and empower the campus community to recognize, report, and effectively address aberrant, dangerous, threatening and concerning behaviors;
4. Recommend appropriate intervention strategies;
5. Connect individuals with needed campus and community resources; and
6. Monitor ongoing behavior of individuals who have displayed disruptive or concerning behavior.

### Campus Community Responsibilities

It is the responsibility of faculty, staff, and students to immediately report any situation that could possibly result in harm to anyone at the College.

**If there is an active or immediate risk of violence to self or others, Public Safety should be contacted at 518-244-3177.**

## Behaviors to Report to the CARE Team

- Persistent anxiety, depression, or overwhelmed feelings
- Prolonged and significant difficulty with the demands of college
- Pattern of relationship problems
- Loner
- Expressionless face / anhedonia
- Violent fantasy content
- Anger problems
- Fascination with weapons and accoutrements
- Homicidal ideation
- Stalking
- Non-compliance or disciplinary matters
- Interest in previous shooting situations
- Victim/martyr self-concept
- Strangeness and aberrant behavior
- Paranoia
- Violence and cruelty
- Acting out
- Recent police contact
- Mental health history related to dangerousness
- Unusual interest in police, military, terrorist activities, and materials
- Use of drugs and / or alcohol
- Suicidal ideation
- Speaking or writing that seems bizarre

**This list is not exhaustive.**

**The best rule to follow when deciding whether to report a behavior to the CARE team is to trust your instincts.**

**If something seems wrong with a student, it is better to be safe and file a report to have a member of the CARE team follow up.**