

**Process for Disruptive Student Incidents**  
**Department of Integrative Biology**  
Approved December 2024

A disruptive student incident is one that affects the learning of others in the classroom, has safety and well-being implications for the student themselves or others, or violates UW Code of conduct. Some examples include:

1. Students explicitly and repeatedly disregarding instructions about engagement with the classroom community
2. Students unable to regulate their emotional responses

When a disruptive student incident occurs in the classroom:

- Teaching Assistants should inform and consult with the course instructor or academic instructional staff to whom they report.
- Faculty and academic instructional staff should:
  - a. Use their best judgment to decide if a call to the police and/or filling out the Student of Concern Referral form is necessary.
  - b. Inform the chair of the iBio Curriculum Committee and the iBio Academic Program Director.
- The Chair of the iBio Curriculum Committee, the Academic Program Director and the Faculty and academic instructional staff should assess the severity of the incident and decide whether to inform and consult with the iBio Department Chair.

Per the L&S Process for Significantly Disruptive Student Incidents:

1. If the iBio Department Chair determines further assistance is needed to access or coordinate use of resources outside of the unit, they should contact the L&S Academic Associate Dean for Natural, Physical & Mathematical Sciences copying L&S Associate Dean for Teaching & Learning Administration. L&S encourages Department Chairs to use their best judgment to inform their Academic Associate Dean in case of significant disruption even if assistance with resources is not needed.
2. The L&S Academic Associate Dean may bring in the L&S Assistant Dean Liaison to Student Affairs to assist the department leadership and instructors with the next steps which might include accessing campus resources and offices.
  - a. Once notified, the Liaison will connect with the Department Chair within 1 business day to learn more about the context of the issue.
  - b. The Liaison will help the department leadership and instructor determine next steps and coordinate assistance from campus partners, if needed.

Resources:

- L&S Process for Significantly Disruptive Student Incidents: <https://kb.wisc.edu/lis/141187>
- Refer a Student of Concern: <https://osas.wisc.edu/report-an-issue/report-a-student-of-concern/>