

## **Review and analysis of violent incidents in the workplace and school often reveal that attackers give hints, clues and other indications of their intentions. In some cases, this includes direct statements of future violence.**

Victims, especially in domestic-type cases, often receive threats of violence or sense they are being targeted for harm. The victim may share such threats or premonitions with family, co-workers, roommates, friends or others.

Experts believe that violence usually builds slowly and can continue to escalate until an actual violent event occurs. Having a plan in place to listen to threats and take action against them can reduce workplace and school violence.

Millikin University has established two Risk/Threat Assessment teams: one for students and one for faculty and staff. These teams are in place to receive information that could indicate potential violence and to privately intervene, thereby minimizing the likelihood that violence is carried out.

The Student Risk/Threat Assessment Team is comprised of the Dean of Student Development, Assistant Dean of Student Development, University Counselor and a Security representative. The Faculty/Staff Risk/Threat Assessment Team is comprised of the Human Resources Director, Assistant Human Resources Director, and representatives from the Employee Assistance Program and Security department.

## **WHAT CAN YOU DO?**

If you hear or learn of any information that is indicative of possible violence toward or against a member of the campus community, share that information with an assessment team member. Although information can be given anonymously, the program will be more effective if you identify yourself. The specifics of the information and its context are very important in planning the next steps in the process.

**For example, if you hear a co-worker discussing threats made by a former or current spouse, partner, or other family member, encourage the co-worker to discuss the situation with Human Resources. You should also contact a team member and share what you know.**

**For students, if your roommate is making statements about self-destruction, or you hear a student comment about threats from a current or former partner, let a team member know.**

Do not make the mistake of assuming it is not your business or the threat is not real. A violent event, especially on campus, becomes the business of the entire campus community and can potentially impact everyone. Please remember that many violent incidents start small and may seem inconsequential, but can quickly escalate into a dangerous, violent event.

**If you cannot contact a team member,** report the information to Security, your supervisor, your Area Coordinator or RA. Let someone who can pass the information to a team member know.

## **Information, as specific as possible, will help a team member in evaluating the proper next steps.**

Below is a list of characteristics developed by the FBI that suggest that the threat is likely to be serious and steps have been taken to carry it out:

- The threat includes plausible details, such as a specific victim, time, place, and method of assault;
- The threat has been repeated over time or communicated to multiple persons;
- The threat is reported as a plan, or planning has taken place;
- The perpetrator has accomplices, or has attempted to recruit accomplices;
- The perpetrator has invited an audience of peers to watch the threatened event;
- There is physical evidence of intent to carry out the threat, such as a weapon or bomb materials.

Be cautioned that any information or threat that indicates possible violence, even without any of the above characteristics, needs to be reported.

Follow up by the Risk/Threat Teams will be done with the utmost respect for privacy and confidentiality.

## **If you have questions, contact a team member.**

Human Resources: 217.362.6416  
Student Development: 217.424.6395  
Security: 217.464.8888 or 217.424.6388

Let's all work together to reduce the risk of violence on our campus.

**If you have questions, contact a team member.**

Human Resources: 217.362.6416

Student Development: 217.424.6395

Security: 217.464.8888 or 424.6388

**MILLIKIN**  
UNIVERSITY®

1135 West Main Street  
Decatur, Illinois 62522

ss-riskthreatbro-0611

**MILLIKIN UNIVERSITY®**

# RISK THREAT ASSESSMENT PROGRAM

## EMERGENCY?

### POLICE, FIRE, AMBULANCE

On-Campus, 7-911  
Off-Campus, 911

### SAFETY & SECURITY

On-Campus, 8888 or 6388  
Off-Campus, 217.464.8888 or 217.424.6388

[www.millikin.edu](http://www.millikin.edu)