



What Not to Say in a SOBI Referral:

Tyler has been frequently absent and missed both exams. Other students have complained that he laughs at odd and unpredictable points in the lecture. I, too, have observed this behavior. **His inappropriate laughter leaves me wondering if he might need to be evaluated for a disorder such as schizophrenia by an independent professional.** I do not consider the laughter loud enough to disrupt class, but I have been left with the impression that other nearby students find his behavior unsettling.

Tuesday, after returning to class after several absences, I asked Tyler where he had been. He did not answer me. I asked several other questions, and his response time was extremely slow (about 2 to 5 seconds) or he did not answer at all. **His reaction time was so slow (30 seconds or more for a simple question; in some cases no answer) that I was led to believe that either (1) he was using one or more mood altering substances or (2) he had a mental disturbance of some kind.**

I am unsure of the nature of Tyler's problems, but I told him that he had to be seen by the SOBI committee before he could return to class. I have GREAT concern for him, and I believe that he needs to be evaluated by a Qualified Mental Health Professional. I have received no notice of disability (mental or otherwise).

Tyler has taken neither Exam 1 nor Exam 2; two exams have been given in this class at this point. He has not presented any documentation, as required by my syllabus, to have an excused absence for either exam. Additionally, any "curve" that I offer at the end of the course is contingent on two (2) or fewer unexcused absences. **Frankly, I do not see how he can pass.**

Please do consult with the other students in the class. I am sure that they can confirm what I have written.

Don't:

1. Editorialize.
2. Give personal opinions about the student or the behavior.
3. Attempt to diagnose the student.
4. Make definitive statements (e.g., "Jack is bipolar") unless you have information to back them up.



What to Say in a SOBI Referral:

Last semester Adam came to my office to ask me out on a date. I told him no and that it was my policy that I do not date students who are enrolled in my class or who attend the college. Adam persisted and emailed me again both through Facebook and my college email (we are not "friends" on Facebook). I told him the same thing that I had stated before. A week later, Adam sent me another Facebook email asking me out again but I did not respond to that one.

Currently he is enrolled in my class. He has only showed up to two classes for the entire semester. Last Wednesday he came by my office to discuss his absences. After we discussed his options in my class, he once again asked me out on a date. I told him no and once again told him my policy. Adam proceeded to inform me that the college does not have a policy about students and faculty dating, and I responded that it didn't matter because I have a personal one.

He told me that women would kill to be in my position and be sought after the way he is doing with me. I told him once again that I will not date him. He promised me that no one would know about it and I told him it didn't matter. Adam finally stated that he is a "really shy guy" and that I need to cut him some slack because he doesn't usually do this. I once again told him my policies and told him that I'll see him in class on Thursday. I am having a hard time with how to handle this as "Professor" and still make sure that Adam is not upset and does not feel uncomfortable in my class.

Do:

1. Stick to the facts.
2. Discuss the behavior you have observed.
3. Explain what you have seen, heard, read, etc.
4. Give dates on which the behavior has occurred.
5. State whether other faculty, staff, and/or students have approached you with concerns.
6. Indicate whether you have contacted anyone else about your concerns (e.g., department chair, academic dean, Counseling Services, Dean of Student Development Office, Collin College Police Department, etc.).