

**East Central University**  
**Instructions for Maxient Reporting System**

Starting Fall 2021, East Central University has centralized behavioral incident reporting into one system. This will make it easier for reporters to find and navigate the reporting system. Maxient will handle all reports for:

- Academic Integrity Violations
- Behavioral Intervention Reports (BIT)
- Student Conduct
- Tiger Alerts – General Student Success Concerns
- Title IX: Relationship Violence and Sexual Misconduct reporting

The Report system can be accessed by going to <https://myecu.ecok.edu> and clicking on the “**Tiger Alert Reporting**” link in the left menu. This page contains a menu that will help the user determine which report to complete.

Remember that all reports should include:

- ECU Employee Reporter Information (Name, contact info, etc). While external constituents or students can provide an anonymous report, we ask that all ECU Employees provide contact information.
- Statement of the facts of the incident provided in a detailed description using specific concise, objective language (Who, what, where, when, why, and how).
- Personal concerns or opinions of the reporter should be respectful and relevant to the concerning incident/behavior and be clearly delineated from the reported facts.

**Emergency: IMMEDIATE THREAT**

If the student or person(s) are in immediate danger,  
please contact ECU Campus Police (580) 559-5555.

Examples of Immediate Danger include:

- Person reports thoughts of hurting self
- Person reports thoughts of hurting others
- Person has not eaten in a few days (not due to illness)
- Person has not slept in a few days (not due to illness)
- Person reports that they are currently hearing or seeing things
- Person reports that they are a recent victim of sexual assault
- Person is talking about suicide threats
- Person is talking about threatening behavior
- Person is exhibiting highly erratic or unusual behavior.