

BEHAVIOR INTERVENTION TEAM (BIT) PURPOSE

The Behavioral Intervention Team (BIT) is a resource that works to ensure our campus community is a safe place for teaching and learning to occur. The BIT is not a disciplinary board, but rather the central point of contact for reports of concerning behavior in order for the campus community to coordinate intervention services.

COUNSELING OFFICE contacts for BIT questions: **Corinth 940-498-6499, Flower Mound 972-899-8412, Gainesville/Bowie/Graham 940-668-4216, CAMPUS POLICE 940-668-4270, or CARESTeam@nctc.edu**

Counselors: Courtney Jaimes and Mike Scott (Room 120-CORINTH), Jennifer Burrows and Desiré DeMange (Room 109-FLOWER MOUND), Tracey Fleniken (Room 107-GAINESVILLE)

Office for Students with Disabilities (OSD): K. Wayne Smith (Room 170-CORINTH), Yvonne Sandmann (Room 111-GAINESVILLE)

Campus Police and Emergency Management: Chief Rufus Rodriguez, Chris McLaughlin (contact Campus Police main number, 940-668-4270)

Student Conduct/Judicial Issues, Title IX Investigations: Dr. Roxanne DelRio (Room 311-CORINTH)

Campus Deans or Campus Coordinators: Roy Culberson (CORINTH), Jessica DeRoche (FLOWER MOUND), Robbie Baugh (GAINESVILLE), Karen Davis (BOWIE), Kimberly Birdwell (GRAHAM)

LOW LEVEL BEHAVIORS

EXAMPLE BEHAVIOR	FACULTY RESPONSE	COMMUNICATING CONCERNS	BIT TIPS
<ol style="list-style-type: none"> Behavior which disrupts the flow of instruction or concentration, such as arriving late, leaving early, sleeping in class, frequently interrupting the instructor, talking over other students, etc. Text messaging or the continued use of any electronic device which disturbs others Behavior that seems to be inconsistent with proper classroom decorum 	<ul style="list-style-type: none"> Tell the student to stop the behavior Arrange to talk with the student privately about the inappropriate behavior Document situation and summary of conversations with student through the Connect for Success (Starfish) link in MyNCTC (<i>select student from your roster and add Notes</i>) Referrals can also be made to advisors or coaches for assistance with issues impacting academic or classroom performance (<i>also through the Connect for Success link-formerly referred to as Early Alert</i>). 	<ul style="list-style-type: none"> Clearly state your behavior expectations and consequences/sanctions for noncompliance (<i>it's best to have these outlined in your syllabus so you can refer back to them</i>) Be specific about the behavior that is disruptive and how it impacts others. Acknowledge student's strengths and your support for their success Offer strategies for academic skills and life issues, refer to on-campus resources Clearly explain the next-level consequence if this behavior continues (<i>see Moderate Level</i>) 	<ul style="list-style-type: none"> Repeated Low Level behaviors can escalate to Moderate or High Level concerns. It is best to pre-plan how you may use sanctions to manage inappropriate / disruptive classroom behaviors Limit the number of questions students can ask during class if one or two students dominate discussion or ask questions that disrupt the flow of instruction/discussion (<i>ex. "John, your line of questioning is off-topic. Please refrain from asking further questions until I have presented the remainder of this material."</i>) Enforce expectations (<i>like no cell phone use policy</i>) and consequences consistently (<i>ex. "Joy, your constant texting is disruptive. I expect you to listen to the discussion, or leave the classroom."</i>)

MODERATE LEVEL BEHAVIORS

EXAMPLE BEHAVIOR	FACULTY RESPONSE	COMMUNICATING CONCERNS	BIT TIPS
<ol style="list-style-type: none"> Continued Low Level behaviors Offensive, lewd, or aggressive language-verbal or written-which creates a hostile or discriminatory environment Inappropriate emails: high quantity, unreasonable expectations of faculty responses, extremely personal stories or other topics not germane to course 	<ul style="list-style-type: none"> Document situation through a CARES report-attach any supporting documentation such as e-mail examples from student. Consult with Division Chair, Academic Dean, or Campus Director to determine how to match the consequences to the behavior and if student can remain in the class Always refer sexual harassment or discrimination concerns to the Title IX Investigator at your campus 	<ul style="list-style-type: none"> Immediately address the behavior and how it conflicts with appropriate classroom conduct "Bill, the language you are using is inappropriate and won't be tolerated. Our class is an open forum for respectful discussion." "Megan, I have asked you not to make these types of posts on our discussion board-we need to meet to determine if you can stay in this class." 	<ul style="list-style-type: none"> Written documentation includes description of what happened, what was said, when it happened, who was involved, what action was taken. Write objectively and give a factual accounting of what happened in a non-judgmental manner in your CARES Report Have a plan in mind before you need one. Contact your Division Chair or Academic Dean for assistance with determining the best plan of action Again, consistently enforce expectations and consequences

HIGH LEVEL BEHAVIORS

EXAMPLE BEHAVIOR	FACULTY RESPONSE	COMMUNICATING CONCERNS	BIT TIPS
<ol style="list-style-type: none"> Aggressive or intimidating verbal or written harassment/threats Extreme changes in appearance such as looking disheveled, disoriented, apathetic Disturbing writings or talking about – suicide, violence in their past or future, obsessions with violent acts Signs of paranoia-"everyone is against me" Under the influence of drugs/alcohol Imminent danger of hurting self or others, or in danger of being hurt by stalker or abuser 	<ul style="list-style-type: none"> Contact a member of the Behavioral Intervention Team (BIT) by phone or in person as soon as possible, during office hours Contact Campus Police by calling 940-668-4270 (<i>regardless of campus</i>) or through the Campus Safety App during day or evening hours Call 911 from a campus phone or us the emergency button in the Campus Safety App on your cellphone if danger is imminent Dismiss class if necessary-do not leave student unattended 	<ul style="list-style-type: none"> Take any type of threat seriously-trust your instincts Keep as calm as possible Don't make promises to keep secrets-let students know their safety is your priority It's your job to report and get help, not diagnose Document situation through a CARES report as a follow up once immediate safety concerns/needs have been addressed 	<ul style="list-style-type: none"> You can ask a member of the Behavior Intervention Team to meet with you and a student, or escort a student to their office to let them know they are a resource who is here to help-don't manage these High Level situations alone For students who are not on campus, a member of BIT will contact the student and determine appropriate action to be taken, such as referrals to law enforcement, mental health agencies, and/or initiation of disciplinary proceedings.