Bakersfield College

Making it Happen (MIH) Classroom Intervention Contract

Name: __________________________

Email Address: __________________________

Office Number______________ Emergency number_______________

Semester and Year of attendance: Fall Spring Year___________

Number of Sections__________ approximate number of students____________

Bakersfield College faculty and staff commit to the following practices as a MIH Mentor:

1. Attend training sessions and MIH Classroom Intervention meetings specialized for analysis, evaluation and summary of assessment data (approximately 3 per year).
   
   a. Encourage best practices for students success, such as: full-time student status, comprehensive SEP completion by week 8, reduce work hours, meeting with professors and early registration.

2. Get SARS alert training, Initiate a SARS alert report when warranted, respond when a SARS alert identifies a particular mentee need and keep records. Respond to any SARS or MIH emails.

3. Complete each semester’s ILO (Institutional Learning Outcomes) assessment and provide all student artifacts to the ILO committee. (This may occur online which would mean classroom interventionists merely direct and hold students accountable for completing it.)

4. Encourage student accountability and engagement (ex. attendance, use of calendars, support services, financial aid).

5. Fill out student progress cards to ensure progress reports are completed and follow up on the completion of interventions. (These are initiated by Mentors)

6. Facilitate the use of Habits of the Mind (HOM) resources by being familiar with the resources and completing a “Habits of the Mind” plan to implement three of the five selected tools in your class and complete a plan to assess
   http://moodle.kccd.edu/pluginfile.php/364213/mod_resource/content/1/Assessment%20of%20Iimplementation%20Strategies.pdf
   
   a. Test Preparation Strategies, Plan of Action & Assessment
   b. HOM App on the phone
   c. HOM Calendar/Weekly Schedule/Gmail (linking smartphones with student email and time management)
   d. HOM videos from the website
   e. SQ4R and/or Cornell notes

7. Drafting qualitative reports each semester on the effects of the interventions.

8. Involve program coordinator in issues beyond faculty purview.

I am willing to commit my time, dedicate my effort toward academic success, and I agree to use and share Bakersfield College campus resources. I understand that by signing this agreement I am committed to a certain level of performance.

___________________________________________________________________________________

Mentor Signature           Date