**Classroom Intervention, Semester Plan of Action And Update, September 17, 2014**

**Objectives:** mainstream regular communication with classroom interventionists, enabling them to record which tools they used, how they used them, ideas for adapting the tools, their evaluation of the tools, and an evaluation of student use and feedback; create an excel form that enables classroom interventionists to record most of this information with little time investment on their part while still provided invaluable information for data collection.

**Responsibilities and Status:**

- Train cohort faculty on a specified number of classroom interventions prior to school. COMPLETED
- Serve as a resource if people have questions about interventions. ONGOING
- Meet with faculty at the end of the year to summarize the effectiveness of the classroom interventions. TBD
- Help develop and administer the assessment of the HoM interventions with the student cohort. IN PROGRESS
- Evaluate the effectiveness of the HoM tools and improve anything identified. ONGOING
- Select another set of HoM interventions for the spring semester. IN DEVELOPMENT WITH HoM TEAM
- Evaluate and summarize the overall use of HoM interventions. ONGOING AND SEMESTER’S END.
- Emphasize five main tools with interventionists. These include the HoM scheduling tools (gmail, planning calendar, and weekly schedule), the HoM app (and weekly app intervention emails), the HoM videos, Cornell notes, and SQ4R reading technique, as well as DegreeWorks and SARS.

**Plan of Action and Timeline for Items Not Completed and Ongoing**

**Weekly**

*Student Emails:* Send once- or twice-weekly emails for classroom interventionists to share with students. These emails will direct students to a tool (usually a video) via the app or website, asking them to complete some brief assignment or extra incentive assignment that usually entails assess existing habits, their impact, and initiating one change over the next week, building their habits weekly. **Objectives:** planned, consistent exposure to the website, app, and videos available through the Habits of Mind website, enabling students to familiarize themselves with what good habits entail, to compare their own practices to this, to adopt tools and behaviors that will improve their habits.

*Intervention Survey:* create a tool that enables interventionists to efficiently select which tools they emphasized/used that week, indicate the degree to which they allowed students to use the tool, and rate the usefulness of the tool from both their perspective and from the student perspective, indicating how they gleaned the student perspective. It is also designed to provide brief reflections on the tools, their effectiveness, and things they changed for themselves and/or would suggest others change. **Objectives:** foster timely and therefore more accurate reflection of the usefulness of tools, encourage weekly use of the tools by soliciting feedback, share suggested adaptations and innovations with other interventionists, and use the information gleaned to help develop more specific assessment questions regarding the HoM interventions for semester’s end.

*ILO:* Interventionists are overseeing the ILO assessment and are returning all materials to Kendra Self by September, 23rd, 2014. They are following roughly the same procedure. A group will meet to evaluate the writing level on several essays, using the agreed-upon rubric to create a sample for interventionists. Once they’ve received these examples, interventionists will grade four random essays from each of their interventionist classes. In the semester-end evaluation of classroom intervention, we will assess the ILO process, as well as other interventionist activities.

**Monthly**

*Resource to Faculty:* Hold a monthly drop-in hour so interventionists can stop by with questions, comments, innovations, concerns, etc.

*Survey Questions for Assessment:* Develop survey questions with the HoM team based on information collected from interventionists, so that by the semester’s end we have well-developed, tailored questions that best reflect the students’ experiences in their interventionists’ classes, so we can collect as accurate data as possible.
By Semester’s End:

Three-Weeks Prior to Semester’s End:

- Provide HoM/Classroom Intervention survey and scantrons prior to the beginning of week 12 or 13 of the semester.
- Submit a list of tools developed by the HoM team to use for targeted intervention next semester.
- Set dates for next semester’s HoM Workshops.
- Recruit more classroom interventionists or adopt Zav Dadabhoy’s plan for a required student development course. It is our initial assessment that this approach would be more effective.
- Organize semester’s end feedback meeting with interventionists.
- Habits of Mind team will evaluate suggested innovations from interventionists for adoption.
- Complete evaluative summary and report of the interventionists’ data and experience.

Tools Developed for Classroom Interventionists:

**Plan of Action Survey**: in order to minimize interventionists’ time commitment outside of class, enabling them to focus on in-class activities, we developed a five-question survey that simultaneously generates their Habits of Mind Implementation Strategies Plan of Action for the semester and provides us with easily minable data. (Will post these to the website for perusal by September 30, 2014.)

**Classroom Interventions Template**: in order to encourage regular reflection on the use of these interventions, we created an excel template that enables interventionists to electronically record the tools they use (daily, weekly, etc.), how they used them, how often they used them, and how effective they found them. It also enables them to suggest modifications and record the way they used the tool. (Available on the website.)

**Best Practices on Moodle**: in order to invigorate and improve upon our interventions we created a best practices link on the Classroom Intervention Moodle page. Gloria Dumler already posted several innovations to the HoM tools that are user-friendly, and we’re preparing to post those submitted by others on the intervention team. Gloria will also convey these innovations at the MIH/SSST meeting on Friday, September 19th, 2014.