

Pine Technical and Community College Procedure

3.PTCC.6.2 Behavioral Intervention Team

Chapter: 3 – Educational Policies

Date: 2/8/2022

Part 1: Purpose

The purpose of the Behavioral Intervention Team (BIT) is to collect and investigate reported incidents of students exhibiting persistent or significant behavioral disturbances in order to recommend interventions and resources, to address the needs of students, and help students achieve success. The behavior intervention process is also designed to provide members of the College community, who have concerns regarding students' behavior, with an easily-accessible avenue to report these concerns.

Part 2: Organization

Subpart A. Membership

The Behavioral Intervention Team will consist of the following

- Director of Student Success (co-chair)
- Counselor (co-chair)
- Director of Student Affairs
- Advisor
- Dean of Customized Training or designee
- Member of facilities
- One faculty member
- Other as appropriate depending on the situation and people involved

Subpart B. Meetings

The Behavioral Intervention Team will schedule meetings at a frequency to be determined from the group, with no less than 2 meetings per semester. Should the committee receive an incident report, a special meeting will be held within 24 hours to determine intervention needed. If this falls outside of the workweek, a meeting will be scheduled on the following Monday.

Part 3: Reporting

Subpart A. Behaviors of Concern

Behaviors of concern might be observed in a number of settings: in the classroom, at a service location or office, at an on-campus job, or during participation at an extracurricular activity. By reporting behaviors that are concerning, the Behavioral Intervention Team will be able to reach out to students to intervene, provide support, and connect them with resources that can assist them. Concerning behaviors may include:

- Demonstrating disruptive or disturbing behavior, especially if it is getting worse or not changing after instructor or staff attempts to intervene
- Showing dramatic changes in appearance, behavior or weight
- Making disturbing comments in conversation, e-mail, letters, social media postings or papers
- Sad, anxious or experiencing dramatic mood shifts
- Acting paranoid or suspicious
- Frequently angry or easily frustrated

Subpart B. Incident Reporting Form

The incident reporting form is used to notify the Behavior Intervention Team (BIT) when a student is exhibiting concerning behavior that could escalate into harm to themselves or others in the campus community. After a report is submitted the BIT will investigate the situation and pursue an appropriate intervention. The Incident Reporting form will be online and can be found [HERE](#).

Part 4: Protocol

Subpart A. Assessment

The Behavior Intervention Team utilizes a protocol to ensure that critical student behavior or mental health issues or incidents are addressed appropriately. When a referral is submitted through the BIT incident report online form, team members receive the report through campus email. For reports that require immediate intervention, the BIT convenes within 24 hours to assess the situation and develop an appropriate response. Otherwise, the team evaluates non-emergency reports within 24-72 hours to develop the appropriate response to each person of concern. If this falls outside of the workweek, a meeting will be scheduled on the following Monday. In most cases the BIT will communicate with the reporter regarding steps to gain additional information to better assess certain situations.

Subpart B. Response

Once a referral is made, and depending upon the situation, immediate action may be taken:

- The BIT team will meet and discuss the incident
- Additional information from the reporter and other people may be collected



- Appropriate intervention is determined and action/additional action is taken
- Feedback is provided (when appropriate and in keeping with federal and state laws)

Related Documents:

[Behavioral Intervention Team Incident Reporting Form](#)

Adoption: 5/26/2022

Last Reviewed:

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Cabinet Approved: 5/26/2022

Custodian of Policy: Vice President of Academic and Student Affairs

Procedure History:

Date and Subject of Revisions and Amendments:

MM/DD/YY – explanation of the amendment