MANAGING CLASSROOM DISRUPTION
OR STUDENT PROBLEMS

Any situation where a student’s life may be in immediate risk – passed out, report of suicide attempt, significant bleeding, etc. – call 911 and then Campus Safety at 443-423-3333

General guideline for receiving support and notifying college officials when dealing with an acutely disruptive or problematic student. No one can anticipate every situation, but the first response by faculty is critical. Remember that Campus Safety is available 24/7 to respond to any situation.

<table>
<thead>
<tr>
<th>TYPE OF SITUATION</th>
<th>WHO TO CONTACT</th>
</tr>
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<tbody>
<tr>
<td>Difficulty teaching or conducting activity related to a course due to student disruption.</td>
<td>Department Chair *</td>
</tr>
<tr>
<td>Concern about the physical and or mental health or welfare of an individual student, including potential use or abuse of alcohol and/or other drugs.</td>
<td>Please refer to the QUICK REFERENCE GUIDE: RESPONDING TO A STUDENT IN DISTRESS for specific beneficial guidelines</td>
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<tr>
<td>Anything requiring immediate, in-the-moment attention (medical emergency, severe disruption, etc.)</td>
<td>Campus Safety 443-423-3333</td>
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</tbody>
</table>

* If the Department Chair is not available, contact the appropriate Associate Dean. Each faculty department is strongly encouraged to discuss in advance of a situation the protocol for their department’s response.

When discussing a student with your Chair please keep the following in mind:

- It is permissible under federal law to share information about a student with other employees of the College when doing so is in the best interest of the educational environment. However, when discussing information about a student, please remember that confidentiality of that student should be respected. Conversations should not take place in public settings.

- Avoid making assumptions about a student’s welfare until after you’ve communicated with that student about your concern. For example, what might look like signs of drug abuse could be a student’s adjustment to new medication.

- When concerned about a student please notify the Office of Student Affairs, even if you feel the situation is under control. Student Affairs may be able to connect the dots between classroom behavior and issues arising elsewhere.

MICA Philosophy and the Behavioral Intervention Team

The philosophy of the College is to first be supportive, focusing on the health and wellness of the individual and the community; however, this is only possible when everyone cooperates towards this goal. It is the responsibility of any staff, faculty, or student involved in a situation requiring assistance to seek the appropriate help.

The College has also developed a Behavioral Intervention Team (BIT). The BIT is a multi-disciplinary group whose purpose is to support students over time, receiving reports of disruptive or concerning behavior that might be elevated enough to immediately prevent a student’s persistence at MICA or impact a wide swath of the campus community. As needed the BIT group can perform a threat assessment, determine the necessary mechanisms for support, and enact direct intervention. The BIT group deploys necessary resources to address student behavior and coordinates follow-up.

(Adapted from the National Behavioral Intervention Team Association Guidelines)
Information about Resources for Faculty

**UNDERGRADUATE STUDIES – 410.225.2287 or 410.225.2431**

*Individual Department Chair*
Christine Manganaro, Associate Dean for Liberal Arts
Colette Veasey-Cullors, Associate Dean for Design & Media
Michael Weiss, Associate Dean for Fine Arts

Faculty should consult their Department Chair first when managing student concerns or classroom disruptions; however, if the Chair is unavailable the respective Associate Dean is the next point of contact. This includes situations where the behavior of a student is disruptive to the point of interfering with the ability to teach or conduct activities related to a course. The Department Chair or the Associate Dean will work first with the instructor to provide guidance when dealing with a disruptive student or situation. Counsel can be offered as to when a student should be directly addressed or removed from a class.

**GRADUATE STUDIES – 410.225.5274**

Erin Jakowski, Associate Dean; ejakowski@mica.edu
Stacey Salazar, Associate Dean; ssalazar@mica.edu

Graduate Studies should always be consulted with regards to any issues involving graduate students. Often, Graduate Studies will consult and coordinate an intervention with other resources on this list to mitigate the student concern.

**STUDENT AFFAIRS – 410.225.2422**

Michael Z Patterson, Vice President for Student Affairs; mpatters@mica.edu
Dr. Judith Kinney, Associate Dean for Student Health and Wellness; jkinney01@mica.edu
Louise Cracknell, Student Development Specialist; lcracknell@mica.edu

Student Affairs is the primary resource for concerns about a student’s health or welfare, including use or abuse of alcohol or drugs. These concerns may arise from your observation of a student’s behavior or from the imagery or written work that they produce. Student Affairs will work with the student directly to address the situation at hand. Depending upon the scenario this may be with the aim of supporting a student, holding them accountable for behavior, or both.

**Other MICA Resources**

Academic Advising – 410.225.2315
Counseling Center – 410.225.2367
Foundation Advisor – 410.225.2315
Learning Resource Center – 410.225.2416
Residence Life & Off-Campus Housing – 410.225.2398

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