

Wellness Resource Services
CYCLONES CARE TEAM

Purpose

The purpose of the Cyclones CARE (Campus Assessment, Referral, and Education) Team is to triage referrals and provide low-level, early interventions to assist students with challenges that may be interfering with their ability to be successful at college.

Scope

The scope of the Team is to provide early interventions, not crisis or emergency interventions. The Cyclones CARE Team is not part of conduct, Title IX reporting or immediate threat response.

Primary Responsibilities

- Respond to concerning student behaviors by bringing together multiple sources of campus information, forming a more complete picture of a student's behavior, and determine options
- Communicate with the campus community on how we can identify students in need of extra support and connect them to the correct resources
- Foster a culture of support and care for all students and employees

Operating Guidelines

- The Team will have one chair, the Student Support Manager. The chair will respond to all referrals through the Cyclones CARE Form initially and bring more complex or serious cases to the team for assessment. The chair will also manage the team's electronic record-keeping database.
- The CARE team operations are guided by a three-phase process: 1) Gathering Data; 2) Risk Rubric Analysis; 3) Intervention.
- The Team charter, manual, membership list, educational materials and the form for referrals will be available and posted on the Cyclones CARE website.

Team Service

The Team Chair, the Student Support Manager, is responsible for member selection. Participation on the team is voluntary though encouraged for positions identified as Core Members. The Core Members are the Director of Safety & Security, Director of Academic Advising, Director of Student & Academic Support Services, Mental Health Professional, and the Accessibility Services Coordinator. Core Members have full access to the team's electronic record-keeping database. They represent their departments and have authority to make independent decisions within their areas of responsibility. The Vice President of Student Affairs is the CARE team's Executive Sponsor. They will have access to the team's Case Management spreadsheet, which is a summary of active and past cases. The Chair will update the Executive Sponsor following Cyclones CARE meetings on any critical cases and as requested.

Team Member Expectations

- Attend and participate in all meetings as scheduled
- Work with all members to build consensus for interventions
- Maintain confidentiality
- Assist with follow up and interventions
- Provide support to faculty and staff with recognizing and responding to students in distress

Meeting Times and Dates

The Cyclones CARE Team meeting will meet every two weeks during Fall and Spring semesters and once per month during the summer. Meetings will be scheduled for two hours to allow enough time for both old and new cases as well as planning any education needs of the community. Ad hoc meetings will be scheduled if urgent cases arise between scheduled meetings.

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