



the Research & Planning Group
for California Community Colleges

Bridging Research, Information, and Cultures Technical Assistance Program PARTICIPATION AGREEMENT

Congratulations and thank you for serving as a participant in Bridging Research, Information, and Cultures (BRIC) Initiative's Technical Assistance Program (TAP). The primary goal of BRIC TAP is to improve student success by providing personalized support that will strengthen the capacity of your college to collaboratively analyze and act on information. The following document outlines the guidelines and expectations of your participation. This shared understanding will facilitate and strengthen the collaboration between your college and the BRIC TAP Lead Team in developing and implementing strategies to help you meet your institutional goals.

PURPOSE:

The purpose of the BRIC Initiative is to strengthen inquiry-based practice and build cultures of evidence at the California community colleges in order to enhance student success and facilitate goal attainment. Acknowledging that research is fundamentally an interventionist activity, the BRIC Initiative seeks to encourage the use of research to optimize the conditions and systems under which students learn. By examining institutional-level metrics and facilitating opportunities for practitioners to better understand how data and information can be used at the ground level, institutions can leverage collaborative discussions on ways to improve outcomes and enrich students' experiences.

The purpose of TAP is to assist college practitioners in achieving the following outcomes:

1. **Developing Actionable Information:** Apply evaluation and assessment techniques, practices and models that are grounded in good assessment principles and result in actionable data.
2. **Interpreting Data through Discussion:** Interpret research and assessment data through meaningful and thoughtful discussions that lead to improved program interventions and classroom teaching and learning strategies.
3. **Facilitating Dialogue:** Use effective facilitation skills for discussing institutional research and assessment with various college constituency groups.
4. **Integrating Evidence into Institutional Processes:** Implement integrated planning strategies that are equity focused and have well-defined links to budget and other core decision-making processes.

5. **Building an Inquiry-Based Practice:** Develop an infrastructure for building a culture of evidence that promotes collaborative inquiry.

SCOPE OF TAP:

As a participant in the TAP, the time frame of your involvement is from August 2010 to June 2011.

ANTICIPATED COLLEGE BENEFITS:

As a participant in the BRIC TAP, your college will receive a variety of support based on your needs. This support will be provided by the BRIC TAP Lead Team which is comprised of a combination of faculty members, researchers, and student services professionals with a broad collection of expertise in using information to inform planning, enabling student success, and building institutional effectiveness.

Support includes, but is not limited to, the following:

1. An organizational needs assessment
2. Professional development training
3. Customized data facilitation and coaching interventions

Channels which will facilitate such support include, but are not limited to:

1. Up to three days of on campus trainings and consultations during the 2010-11 academic year, including a half-day launch/orientation meeting with your college's lead team
2. Conference calls
3. Online support

COLLEGE COMMITMENTS:

Participation in the BRIC TAP Program involves certain commitments as outlined below:

1. A point person for the project as well as a lead team
2. Individuals or groups from within the college who will work with and be trained by the BRIC TAP Lead Team during the on-site interventions
3. Opportunities for staff, faculty, and administrators to participate in professional development and data coaching activities
4. Willingness to make changes in response to the technical assistance process
5. Short, periodic progress reports on the impact of the technical assistance
6. Participating in a larger evaluation towards the end of the program regarding the impact of the technical assistance

COLLEGE PERMISSION

All communications with your college will remain confidential. There may be opportunities (e.g. communications, conference presentations) in which we may want to share the progress made by the participating organizations as well as the impact of the Technical Assistance Program. Generally, information stemming from participants' experiences will be used in the aggregate. However, if there is any other case in which we would like to share your college's information, we will seek your authorization first.

BRIC TAP TEAM GUIDING PRINCIPLES:

The following ten principles and axioms guide the work of the BRIC TAP team members.

1. **Focus on Student Learning and Success.** Keep all consultations and discussions focused on improving student learning and success.
2. **Respect.** Demonstrate respect for the college environment by first, learning and understanding the campus culture, values, and processes and then, integrating these aspects into the interventions and dialogues. (R E S P E C T. A. Franklin)
3. **Facilitate, Don't Dictate.** Facilitate exploratory campus conversations that elicit ideas, solutions and interest in using data and information, rather than providing canned solutions or directives (We offer suggestions, the college decides. R. Johnstone).
4. **Guide Discussions.** Employ a question-based approach in which guiding or prompting questions are sequenced (e.g. general to specific, most effective to least effective) and used to help delve below the surface. (Research is an interventionist activity. G. Stoup)
5. **Practice Reflective Listening.** Practice reflective listening where the college participants provide the input and the technical coaches reflect back through summarizing, paraphrasing and questioning for clarification. (Listen first to understand, then to be understood. S. Covey)
6. **Be Flexible and Fluid.** Maintain enough flexibility and fluidity to be able to change or shift the focus or format of an intervention while staying within the BRIC TAP general parameters of expected outcomes, resources, and principles.
7. **Encourage Widespread Engagement.** Encourage widespread engagement from campus practitioners (administrators, faculty, and staff) by ensuring that all groups are heard in a mixed group setting, identifying how the intervention benefits various constituencies and/or offering suggestions for engaging multiple constituency groups. (The organization doesn't behave, the people do. E. Schein)
8. **Share the Vision.** Promote a shared vision between the BRIC TAP technical coaches and the college constituencies (particularly with the college lead team) by facilitating honest assessments, collaborating on training interventions that will help to contribute to the strength of the organization, identifying momentum points and providing sustained support.
9. **Be Fearless about Change.** Help to show the need for change and a future with the change in it by facilitating action planning discussions that address concerns for resource constraints, managing transition and the role of change agents. (Effective leaders help others to understand the necessity of change and to accept a common vision of the desired outcome. J. Kotter)
10. **KISS -Keep it Simple & Supportive.** Demonstrate the eloquence of data and information by keeping the information simple and supportive of the environment so that all users might engage in the inquiry process.



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PARTICIPATION AGREEMENT

SIGNATURES:

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