

## **3.2 Student Success Plan**

(Approved 12/4/17, revised 7/12/2022, revised 8/24/23)

The purpose of success plans is to inform, provide corrective instruction, and correct detrimental knowledge, skills, or dispositions by UT Tyler School of Nursing students that are observed or reported in the classroom, simulation center, clinicals, or community. Success plans are initiated at the discretion of faculty and overseen by a committee of School of Nursing faculty and administrators and if needed, members from the Dean of Students office and Academic Affairs.

Examples of unsatisfactory knowledge, skills, or dispositions may include but are not limited to tardiness, late assignments, absenteeism, violation of safety rules, incivility, leaving early, failure to meet student learning outcomes, being unresponsive to emails or other forms of communication (i.e., phone calls, texts, etc.) from UT Tyler representatives, unprofessional conduct, falsification of documentation, violation of school/program/university/clinical agency policies, and academic integrity violations.

### **Process for Issuing a Student Success Plan Notice:**

1. Before a Success Plan is initiated, the faculty shall contact the respective program director to request the Student Success Plan committee explore the evidence to initiate the Success Plan.
2. Faculty complete the elements of the Success Plan that detail the concerns and submit to the committee for review. The faculty must include the specific attitude or behavior warranting the success plan with reference to the policy or standard violated if applicable and the logistical information of when these concerns happened. The Student Success Plan Committee reviews to ensure that these concerns are in alignment with normal expectations for students.
3. The remediation instruction and expected behavior and consequence section is drafted by the faculty with revisions made following input from the Student Success Plan Committee. Within the remediation plan are timelines and checkpoints to measure the progress of the nursing student in meeting the action steps in the Student Success Plan. The program director approves the final version of the Student Success Plan before it is discussed with the student. It is encouraged, not required, to contact a representative from the Dean of Students Office prior to presenting the Success Plan.
4. The faculty member contacts the student regarding a meeting with the purpose being stated that there has been a Student Success Plan generated and arrange the meeting with the student with a mutually agreed upon meeting time and location.
5. The faculty member meets with the student to present the knowledge, skill, and/or dispositions that are concerning, remediation steps, and consequences. During the meeting, the faculty member should engage in conversation with the student to ensure understanding of each part of the Student Success Plan. It is suggested that a member of the Student Success Plan committee be present in the meeting to serve as a witness.
6. Following the discussion of the plan, the student signs the Student Success Plan and it is uploaded in EAB-Navigate.
7. The faculty and student shall meet according to the timetable noted in the plan to measure progress is being made for each area of concern. Faculty must document meetings and student progress.
8. Success plans will be monitored throughout a student's tenure in the SON. If there are continued concerns with the knowledge, skills, and dispositions expressed in the Student Success Plan, the Student Success Plan Committee should review all evidence associated with the Student Success Plan and recommend next action steps. The recommendation may result in failure of a course. If the actions suggest that a dismissal from the program is appropriate, the Director and

Associate Dean should work with Academic Affairs and the Dean of Students on appropriate due progress for next steps for the nursing student.

NOTE:

- Behaviors involving sexual harassment, sexual misconduct, scholastic dishonesty, or other concerning behaviors will be reported to the Office of Student Conduct and Intervention.  
<https://www.uttyler.edu/sci/>
- Behaviors that result in administrators from of a clinical setting dismissing the student from the clinical location, then the Student Success Plan process may be accelerated to address the urgency/seriousness of the situation

**The University of Texas at Tyler School of Nursing Success Plan**

<b>Student Name:</b>	<b>Date of occurrence:</b>
<b>Instructor:</b>	<b>Facility (If Applicable):</b>
<b>Course:</b>	<b>Location of occurrence (if applicable):</b>
<b>Program (BSN, RN-BSN, MSN [specify], DNP, PhD):</b>	<b>Expected graduation date:</b>
<b>Is this a repeat occurrence?</b>	<b>Date of Event:</b>
<b>The student is at risk for being unsuccessful due to actions in the following category (highlight all that apply):</b>	
Professional Behavior Patient Safety Personal Safety Quality Care Legal/Ethical Academic Performance Other: <u>Not representing UT Tyler SON well</u> ***Include related documentation	
<b>Describe the Observed or Reported Problematic Attitude and Behaviors</b>	
<b>Expected Behaviors</b>	
<b>Consequences if problem not corrected</b>	

<b>Documentation of Progression</b>		
Date Met:	Action Taken:	Student and Faculty Initial
<b>Acknowledgment of Receipt of Success Plan</b>		
<p>By signing this form, you confirm that your faculty discussed the success plan with you and that you understand the expectations. Signing this form does not indicate you agree. This form and supporting documentation will become part of your student file. Repeated behaviors will be monitored throughout the program and may result in disciplinary action, up to and including dismissal from the program.</p>		
Student Signature	Name printed or typed	Date:
Faculty Signature	Name printed or typed.	Date:

\*this form will be uploaded into EAB-Navigate