

**Policy Name: 9.09.2 Academic Standing Policy****Scope**

Matriculating through the program of study at The University of Texas at Tyler School of Medicine (UT Tyler SOM) requires successful achievement of benchmarks in academic performance and professionalism. Further, medical students must comply with all University and UT System rules and regulations.

**Policy**

Students at The University of Texas at Tyler School of Medicine must achieve satisfactory completion of all required coursework, milestones, examinations, and other requirements, including expectations for professionalism, to be considered in “good academic standing” and progress towards graduation. Failure to meet conduct and professionalism expectations can result in adverse academic actions that may result in dismissal, despite completing all academic requirements. Grades are Pass/Fail for Phase 1 modules and courses including Population Health and System Science (PHSS), Teaching Outstanding Physician Skills (TOPS) and Interprofessional Education (IPE). Phase 2 and Phase 3 grades are based on an Honors/Pass/Fail/ system for clinical experiences and electives.

The Student Progress and Promotions Committee (SPPC) has oversight of academic actions including decisions that may be adverse and entail dismissal. Potential academic actions include but are not limited to the following: added remediation, extension of time for completion of certain requirements, repeating portions of the curriculum, taking leave of absence, and dismissal.

The SPPC will meet at the end of each phase and as needed to review student performance and progress and determine if students are maintaining good academic standing or if they are at-risk of not maintaining good academic standing. Although the following list is not exhaustive, a student may be considered at-risk if they have shown a significant decline in performance level over time, experienced poor academic performance within a phase, failed a Step exam, demonstrated small lapses in judgement (not characterized by those below), or have experienced significant life events/changes. The goal of identifying students who may be at-risk is to ensure they are provided with additional support, resources, and interventions as needed to ensure their success in the program.

The SPPC will convene as needed to address academic deficiencies, student conduct, and professionalism concerns. Committee members will recuse themselves in instances where a conflict of interest may exist. A student has the right to address the committee prior to a vote on their academic standing or decisions on potential adverse actions. The student has the right to submit a Non-Grade Academic Grievance for any SPPC decision (see policy 9-09-3 Non-Grade Academic Grievance Policy). Adverse actions that stem solely from decisions based on academic performance will be deferred until the grievance is resolved. Adverse actions that are the result of professionalism or conduct concerns will take immediate effect and stand until resolution of the grievance.

## **Student Professionalism and Conduct Infractions**

Students experiencing chronic or serious lapses in judgement in the areas of professionalism and conduct may be referred by the Office of Student Affairs to the Medical Student Professionalism and Conduct Committee (MSPCC); the MSPCC will be convened to review instances that violate the Medical Student Professionalism Policy. Documentation will be submitted by the Office of Student Affairs in the instance of student referral for conduct and/or professionalism infractions. The documentation will include, at minimum, details surrounding concerning behaviors and situations, and a clear explanation of any investigation that took place (including who conducted it, what the investigation entailed, and the findings of investigation), and any proposed remediation actions from the investigator (see 3-06-4 for Medical Student Professionalism Policy).

Dependent upon the level of concern (Levels 1-3) for the professionalism lapse, the MSPCC will review the documentation for the situation, contact the appropriate SOM designee, (as appropriate), and send the SPCC a final document outlining the findings of the investigation and the MSPCC's proposed remediation plan. The SPPC then decides if the proposed remediation plan is sufficient to address the professionalism concern. If it is sufficient, the student will be sent the information for the required remediation plan via email and given three (3) business days to submit a written appeal to the SPPC; if the remediation plan includes any adverse actions that directly affects their academic standing or status, the student has the right to submit a Non-Grade Academic Grievance following the process outlined in 9-09-3 Non-Grade Academic Grievance. If the SPPC does not believe the plan is appropriate upon review of the report from the MSPCC or other evidence, the SPPC may choose to investigate the situation further. The SPPC may also determine that the issue is under the purview of The University of Texas at Tyler Dean of Students Office or other appropriate institutional authority; this may occur if there is a need for further remediation efforts and/or in instances of involuntary leave of absences or dismissal of the student. Decisions of the SPPC are subject to appeal per the academic grievance policy.

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## Flow Chart for Student Due Process for SPPC Decisions

