

3.2 Student Success Plan

(Approved 12.4.17, rev. 07.2019)

Student Success Plan Policy

A Student Success Plan is issued for any nursing student who is doing less than satisfactory work in a School of Nursing (theory and/or clinical) course. If the problem is a negative behavior, faculty will speak to the student first and give a verbal warning. If the behavior continues, a Student Success Plan will be initiated.

Examples of unsatisfactory behaviors may include but are not limited to the following: tardiness, late assignments, absenteeism, violation of safety rules, incivility, leaving early, failure to meet student learning outcomes, unprofessional conduct, and violation of school/program/university/clinical agency policies, and academic integrity violations. This plan may be issued at any point in the semester per faculty discretion.

Process for Issuing a Student Success Plan Notice

1. The student's academic advisor and site coordinator, if on a distance campus, or program director of the respective nursing program are notified of the initiation of the success plan.
2. Faculty complete all elements of the Success Plan form with the exception of the student plan of correction. Documentation must include the specific infraction warranting the success plan along with reference to the corresponding policy, objective, or standard that has been violated. Copies of the specific policy, objective, or standard may be included.
3. The expected behavior and consequence section is collaboratively developed by the faculty involved and the respective site coordinator, if on a distance campus, or program director. The site coordinator, if on a distance campus, or program director approves the corrective action plan before it is discussed with the student.
4. The faculty member meets with the student in a private space or over the phone and/or via web-based conferencing for online students to discuss the student's lack of progress in the course and go over objectives not met. At the faculty's discretion, a witness may be present. The site coordinator, if on a distance campus, or program director may sit in on the meeting.
5. The faculty member presents the success plan document to the student and discusses rationale for the plan, expected behavior, timeframe for re-evaluation, and consequences if not met. The student completes the student's plan section.
6. After discussion, the student signs the plan and is provided a copy of the plan. The student's signature documents that the student has had a chance to read and review the information; the signature does not indicate agreement.
7. Faculty and student plan to meet regularly throughout the remainder of the semester to go over student progress.
8. A scanned copy will be emailed to the site coordinator, if on a distance campus, or program director, advisor, dissertation chair, and/or DNP mentor as appropriate. It is recommended the faculty member retain a copy of the plan until the student graduates or leaves the nursing program.
9. The Student Success Plan is maintained in the student's academic file. The scanned copy of the Student Success Plan should be emailed to the advisor who will place the plan in the EAB electronic advising file.
10. Each site coordinator, if on a distance campus, or program director will maintain an excel file of students who have received a success plan in order to monitor repeated behavior.
11. Patterns of behaviors will be monitored and reported throughout the student's tenure in the SON. If the student continues in negative behaviors in a semester, the second meeting will involve all faculty in the level and the site coordinator, if on a distance campus, or program director. Each additional meeting will be added to the original Student Success Plan.
12. Behaviors involving sexual harassment, sexual misconduct, scholastic dishonesty, or other concerning behaviors will be reported to the Office of Judicial Affairs at <http://www.utt Tyler.edu/judicialaffairs/index.php>.

The University of Texas at Tyler School of Nursing

Success Plan

Student Name:	Date of occurrence:
Instructor:	Facility (If Applicable):
Course:	Location of occurrence (if applicable):
Program (BSN, RN-BSN, MSN [specify], DNP, PhD):	Expected graduation date:
Is this a repeat occurrence?	Date of Event:

The student is at risk for being unsuccessful due to actions in the following category (select all that apply):

- Professional Behavior
 - Patient Safety
 - Personal Safety
 - Quality Care
 - Legal/Ethical
 - Academic Performance
 - Other: _____
- ***Attach any supporting documents/evidence to this plan

Description of Situation/Observed Behavior (per student):

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Student Plan for remediation/success:

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Description of Situation/Observed Behavior (per faculty/other):

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Expected Behaviors	Consequences if not met
1.	
2.	
3.	

Faculty Plan (Strengths coaching and/or Emotional Intelligence coaching only if appropriate)

1. Refer to Strengths coach? Yes/No
2. Emotional Intelligence coaching? Yes/No ([complete free assessment online prior to coaching](#))
3. Faculty steps:
 - A.

- B.
- C.

Documentation of Progression (To be completed no later than ten working days after target date)

Date Met:	Action Taken:	Student and Faculty Initial

Acknowledgement of Receipt of Success Plan

By signing this form, you confirm that you understand the information in this document. You also confirm that you and your faculty have discussed the success plan. Signing this form does not necessarily indicate that you agree. This form and supporting documentation will become part of your student file and the respective program director will be notified. Repeated behaviors will be monitored throughout the program and may result in disciplinary action, up to and including dismissal from the program.

Student Signature	Name printed or typed	Date:
Faculty Signature	Name printed or typed	Date:

*Copies will be shared with the program director, site coordinator, advisor, dissertation chair, and/or DNP mentor as appropriate.