

PROGRESS REPORTING

Fall 2018

Progress Reporting seeks early identification of students who are at risk of not successfully completing a course in order to provide effective support and interventions.

- Progress Reporting is a collaboration between Student Success, Academic Advising, Athletic Academic Advising, the Office of the Provost, and UCA Faculty.
- Progress Reports have been conducted F'16, S'17, F'17, S'18, and F'18 at UCA.
- With final approval from the Provost, Progress Reports will officially replace mid-term grade reporting in F'19.
- Progress Reports target historically at-risk student cohorts. This semester, reports were requested for
 - Students with fewer than 45 credit hours completed at UCA
 - Student athletes
 - First-year transfer students
 - Students in the probation process or the UCAN first suspension program
- 2,808 alerts were issued
- 747 students were identified by at least one faculty member as being academically at-risk

FACULTY MAY SUBMIT AN ALERT ON ANY STUDENT THROUGHOUT THE SEMESTER THROUGH THE GRADEFIRST SYSTEM. FOR MORE INFORMATION:

UCA.EDU/STUDENTSUCCESS/PROGRESS-REPORTS-EARLY-ALERT/

FALL 2018

9/24 – Provost announcement to faculty

9/24-10/5 - Reports open for faculty input through GradesFirst

9/28, 10/5, 10/7
Students notified by email of alerts through GradesFirst

AAC and AAA advisees also contacted by advisor by email

10/8-10/10 – AAC open advising days for alert students

Student athletes met one-on-one with AAA advisor; coaches notified

System-generated email sent to faculty when case is closed

11/14 – deadline for resolving open cases by AAC & AAA

Progress Reporting Communications

At- Risk Academic Performance

Hello Student,

UCA recently asked faculty to review student progress as we approach mid-semester. As part of the Student Progress Reports, one or more of your instructors indicated concern about your current academic status in their course. Based on your **Academic Performance** so far this semester, you are at risk of not successfully passing at least one course.

We know that there could be many factors contributing to your at-risk status, and would like to provide you assistance in turning things around. Your academic advisor will be reaching out to you through your UCA email requesting that you meet with him or her. Please take advantage of this opportunity. It's not too late to improve your course performance. You may also want to discuss your academic performance with your faculty member soon. (For details about which instructors issued an Alert, please go to myUCA and open your GradesFirst.)

Other campus resources you might find helpful at this time include:

Tutoring Webpage
Coaching Webpage
Writing Center
Counseling Center

Do not hesitate to contact these resources! We want you to be successful.

Academic Advising Center

At- Risk Class Attendance

Hello Student,

UCA recently asked faculty to review student progress as we approach mid-semester. As part of the Student Progress Reports, one or more of your instructors indicated concern about your current academic status in their course. Based on your **Class Attendance** this semester, you are at risk of not successfully passing at least one course.

The University's Attendance Policy states that a student's obligation to UCA includes *"regular and punctual class attendance and active participation. A student is responsible for coming to class prepared, completing any missed work if the student is absent, and knowing the dates and places of required course examination."*

Please watch the video message from UCA Peer Coaches that is included with this email, and contact the Office of Student Success if we can assist you in reshaping your attendance patterns. We also recommend discussing your absences with your faculty member immediately, if you have not already done so. For details about which instructors issued an Alert, please go to myUCA and open your GradesFirst.

Office of Student Success [video <https://youtu.be/ZnDO1MkER9k>]

Follow-up from AAC Advisors

Good morning--

At least one or more of your professors has expressed concern about your academic performance in a course. We in the Academic Advising Center care about you and your success this semester. We will have advisors available to meet with you on Monday October 8th, Tuesday October 9th or Wednesday October 10th. We invite you to drop in on those dates anytime between 8am and 4pm to speak one on one with an academic advisor about your academic performance, and come up with a plan for next steps to help you succeed this semester. We can talk to you about your options, and the best course of action to connect you with the appropriate resources on campus if necessary. We look forward to seeing you next week!

Closed Case Faculty Notification

Recently, you issued an alert for one of your students. That alert opened a case. We wanted to let you know that the case has been closed. If you would like more information concerning this student, please review the case information on the student's profile in GradesFirst or reach out to their assigned advisor.