

THE UNIVERSITY OF TEXAS AT TYLER
H.B. 1172 REPORT ON TIMELY GRADUATION EFFORTS
November 15, 2008

The following efforts have been implemented to ensure that undergraduate students graduate in a timely manner and do not attempt an excessive number of semester credit hours beyond the minimum number to complete the degree programs:

1. All freshmen are required to meet with a professional academic advisor in the Office of Academic Success to plan their first-year coursework.
2. Students must declare a major no later than the completion of 60 semester credit hours. Students who do not declare a major in a timely manner may have a hold placed on their registration. Most majors require that students declare their major and have degree plans completed by their second semester. These degree plans are updated regularly.
3. A list of all students who have declared their majors is provided to the academic dean's offices each fall to cross-reference with degree plans on file.
4. All academic departments have posted recommended degree plans for their degrees on the web (<http://www.uttyler.edu/catalog/degreeplans/index.html>) These plans are reviewed annually.
5. Undergraduates may not drop courses unless first approved by the department chair or dean. This ensures that students understand the consequences of dropping courses and the importance of staying on their degree track.
6. UT Tyler has worked collaboratively with its feeder community colleges to ensure students are aware of the first two years of curriculum needed for baccalaureate degree completion. All articulation agreements with Tyler Junior College have been updated. Transfer agreements will be posted on the UT Tyler website before the end of Fall 2009.
7. In Spring 2008, the University's auditor conducted a Course Availability audit to determine whether courses were being offered in a timely manner and on a schedule that ensured timely completion of degrees. The audit found that, with few exceptions, courses were available and offered on a rotating schedule that slowed timely completion for degrees. In those few areas where problems were found, Deans were instructed to work with the departments to ensure that schedules were "student friendly" and did not present a bar to degree completion. The audit also discovered conflicts in information between the printed catalog, degree plans, and information on the various web sites. These were corrected.

The following efforts have been implemented to provide academic counseling:

1. The university provides academic advising services in multiple ways. The Academic

Advising Center advises all freshmen in their first year. All freshmen remain with the assigned advisor until completion of the Core Curriculum and are then assigned to a faculty advisor.

Transfer students who are not “Core Complete” are advised by a centralized transfer advisor and handed off to the major advisor when the student begins major courses.

2. Each college has an academic advising office responsible for ensuring that degree plans are correct, for providing advising training and updates to faculty, and providing general academic advising and career information to majors.

3. Several majors-- Nursing, Engineering, and Computer Science—require one-on-one advising before the student may register for courses in the next semester.

4. Student Learning Communities are offered to freshmen to facilitate a successful first semester experience. All Learning Community participants enroll in a Freshman Year Experience class that provides information and activities that help students attain academic goals. Three SLC groups will participate in a second semester learning community experience in Spring 2007.

5. The Supplemental Instruction (SI) Program was expanded from three sections in Fall 2005 to 15 sections in Spring 2008. A full-time administrative position was filled to oversee the Academic Support Center including the SI program and to develop an expanded Tutoring Program.

6. In Spring 2008, UT Tyler piloted the MAPS (Mentoring and Advising Patriots to Success), an aggressive intervention program specifically designed for freshmen who are placed on probation after their first semester. The program uses a variety of techniques to help students overcome study, personal, and cognitive issues that are preventing successful completion of their degree. The program will be mandatory in Fall 2009.

With passage of Sec. 61.0515 of the Texas Education Code, UT Tyler reduced all but a handful of its degrees to 120 semester credit hours. This was completed in Fall 2007.

1. In Fall, 2007, UT Tyler launched the Timely Graduation Contract Program for all entering freshmen who choose to participate. The program provides a one-time \$600 graduate-on-time rebate in the senior year for any student who fulfills the requirements of the contract by completing at least 30 semester credit hours a year (including summer), maintains a 2.5 GPA, and graduates within four years (120-hour degree). UT Tyler agrees to substitute a course or courses or an independent study course, as determined by the advisor, for an unavailable course.

2. In Fall, 2007, a new program for free tuition and mandatory fees was offered to all students with annual family incomes less than \$25,000.

The University of Texas at Tyler
H.B. 1172 Report on Timely Graduation Efforts
2007 – 2008

The following efforts have been implemented to ensure that undergraduate students graduate in a timely manner and do not attempt an excessive number of semester credit hours beyond the minimum number to complete the degree programs:

1. All freshmen are required to meet with a professional academic advisor to plan their first-year coursework.
2. Students must declare a major no later than upon completion of sixty semester credit hours. Students who do not declare a major in a timely manner may have a hold placed on their registration. Most majors require that students declare their major and have degree plans completed by their second semester. These degree plans are updated regularly.
3. Students who do not declare a major by the end of the freshman fall semester are referred to the Office of Career Services to participate in a career development program offered collaboratively by the Office of Career Services and the Academic Advising Center.
4. A list of all students with declared majors is provided to the appropriate academic dean's office each fall to cross-reference with degree plans on file.
5. All academic departments are reviewing and updating degree plans. All four-year plans are being posted on the university website for student and advisor access.
6. All undergraduate courses with prerequisites have been flagged in POISE to ensure students have completed the necessary prerequisite coursework.
7. Capstone courses have selective holds that require pre-approval by a faculty advisor.
8. UT Tyler is working collaboratively with community colleges to ensure students are aware of the first two years of curriculum needed for baccalaureate degree completion.
9. Student Learning Communities are offered to freshmen to facilitate a successful first semester experience. Many Learning Community participants enroll in a Freshman Year Experience class that provides information and activities that help students attain academic goals.
10. The Supplemental Instruction (SI) Program was expanded from nine sections in Fall 2006 to fifteen sections in Fall 2007.

11. Fall 2007 was the third year of our Freshman Book program. The author of the book speaks at Freshman Convocation and the book is incorporated into Freshman Seminar and Freshman Year Experience classes during the year.
12. Beginning in Fall 2007, all incoming Freshmen who live outside a fifty-mile radius of the campus are required to live in on-campus housing unless exempted by the Office of Residential Life.
13. The on-line student degree progress report which compares the courses taken and credit received to the courses needed for core completion requirements is available to all students via Campus Connect.

The following efforts have been implemented to enhance academic advising:

1. The University provides academic advising services in multiple ways. The Academic Advising Center advises all freshmen in their first year and provides initial advising for all transfer students who are not core complete. Each college has at least one academic advisor responsible for ensuring that degree plans are correct, providing advising training and updates to faculty, and providing general academic advising and career information to majors. Faculty are primary advisors for students who have completed the first thirty hours.
2. All freshmen are required to consult with an academic advisor before course registration. All freshmen remain with the assigned advisor until completion of their first thirty hours and are then referred to a faculty advisor in the academic department.
3. The Academic Advising Center also coordinates CAP advising and the Montgomery GI Bill Benefits program.
4. Beginning with admission to the University all engineering majors are assigned to the appropriate departmental academic advisor. Prior to registering for classes, students are required to meet with their assigned engineering advisor.
5. A full-time academic advising position was filled in Fall 2006 to advise all transfer students who are not Core complete upon admission. Plans are underway to post 2+2 curriculum guidelines on the UT Tyler website beginning in January, 2008.

Implementation of tuition policies that encourage timely graduation:

1. An annual review of tuition policies includes student participation.

2. Revenue generated from tuition increases has been utilized to support Academic Advising Center and to hire additional faculty particularly for freshmen and sophomore courses.
3. In Fall 2007, UT Tyler launched the Timely Graduation Contract Program for all entering freshmen who are eligible to participate and choose to do so. A rebate of \$600 is awarded to students who fulfill all eligibility requirements.
4. In Fall 2007, a new program was begun to cover tuition and mandatory fees for Pell-eligible incoming freshmen with annual family incomes less than \$25,000 who have their FAFSA complete by May 1.

THE UNIVERSITY OF TEXAS AT TYLER
H.B. 1172 REPORT ON TIMELY GRADUATION EFFORTS
December 15, 2006

The following efforts have been implemented to ensure that undergraduate students graduate in a timely manner and do not attempt an excessive number of semester credit hours beyond the minimum number to complete the degree programs:

1. All freshmen are required to meet with a professional academic advisor to plan their first-year coursework.
2. Students must declare a major no later than the completion of 60 semester credit hours. Students who do not declare a major in a timely manner may have a hold placed on their registration. Most majors require that students complete declare their major and have degree plans completed by their second semester. These degree plans are update regularly.
3. A list of all students with declared majors is provided to the academic dean's offices each fall to cross-reference with degree plans on file.
4. All academic departments are reviewing and updating degree plans. All 4-year degree plans and transfer guides will be posted on the university website for student and advisor access.
5. All undergraduate courses with pre-requisites have been flagged in POISE to ensure students have completed the necessary pre-requisite course work.
6. Capstone courses have selective holds that require pre-approval by a faculty advisor.
7. UT Tyler is working collaboratively with community colleges to ensure students are aware of the first two years of curriculum needed for baccalaureate degree completion.
8. Student Learning Communities are offered to freshmen to facilitate a successful first semester experience. All Learning Community participants enroll in a Freshman Year Experience class that provides information and activities that help students attain academic goals. Three SLC groups will participate in a second semester learning community experience in Spring 2007.
9. The Supplemental Instruction (SI) Program was expanded from three sections in Fall 2005 to nine sections in Fall 2006. A full-time administrative position was filled to oversee the Academic Support Center including the SI program and to develop an expanded Tutoring Program.

10. Fall 2006 was the second year of our Freshman Book program. The author of the book spoke at Freshman Convocation and the book is incorporated into Freshman Seminar and Freshman Experience classes during the year.

11. The first residence hall was opened in Fall 2006.

12. Three sororities colonized in Spring 2006; two fraternities will be on campus in Spring 2007. A full-time Greek Advising position is posted for Spring 2007.

The following efforts have been implemented to provide academic counseling:

1. The university provides academic advising services in multiple ways. The Academic Advising Center advises all freshmen in their first year, and provides initial advising for all transfer students. Each college has an academic advisor who is responsible for ensuring that degree plans are correct, providing advising training and updates to faculty, and providing general academic advising and career information to majors. Individual faculty are primary advisors for students once they have completed their Core Curriculum requirements.

2. All freshmen are required to consult with an academic advisor before course registration. All freshmen remain with the assigned advisor until completion of the Core Curriculum and are then assigned to a faculty advisor.

3. The Academic Advising Center also coordinates the Supplemental Instruction Program, CAP advising, and the Montgomery GI Bill Benefits program.

4. Beginning with admission to the University, all Nursing, Engineering, and Computer Science majors receive an academic hold on their student record in POISE each semester. The hold is not removed, and thus the student may not register for the following semester, until the student has received academic advising by the designated faculty member who is assigned to the student as the academic advisor.

5. A full-time academic advising position was filled in Fall 2006 to advise all transfer students who are not Core complete upon admission.

The online student degree progress report which compares the courses taken and credit received to the courses needed for core completion requirements is available to all students via *Campus Connect*.

Implementation of tuition policies that encourage timely graduation:

1. The “Free Senior Semester Tuition Rebate” program rewards those students who enroll in 15 or more credit hours and maintain consecutive semester enrollment. Students can receive up to 15 credits tuition (designated)-free in their senior year by participating in the program.

2. Annual reviews of tuition policies include student participation.
3. Revenue generated from tuition increases has been utilized to create and operate an Academic Advising Center and to hire more faculty particularly for freshmen and sophomore courses.
4. In Fall, 2007, UT Tyler will launch the Timely Graduation Contract Program for all entering freshmen who choose to participate.
5. In Fall, 2007, a new program for free tuition and mandatory fees will be offered for all students with annual family incomes less than \$25,000.

THE UNIVERSITY OF TEXAS AT TYLER
H.B. 1172 REPORT ON TIMELY GRADUATION EFFORTS
NOVEMBER 30, 2005

The following efforts have been implemented to ensure that undergraduate students graduate in a timely manner and do not attempt an excessive number of semester credit hours beyond the minimum number to complete the degree programs:

- All freshmen are required to meet with a professional academic advisor to plan their first year coursework.
- All students are required to complete degree plans by their second semester and update regularly.
- A list of all students with declared majors is provided to the academic dean's offices each fall to cross-reference with degree plans on file.
- All courses with pre-requisite courses are in process of being flagged in POISE to ensure students have completed the necessary pre-requisite course work.
- Capstone courses have selective holds that require pre-approval by a faculty advisor.
- Students must declare a major before they complete 60 semester credit hours.
- UT Tyler is working collaboratively with community colleges to ensure students are aware of the first two years of curriculum needed for baccalaureate degree completion.
- Student Learning Communities are offered to freshmen to facilitate a successful first semester experience. All Learning Community participants enroll in a Freshman Year Experience class that provides information and activities that help students attain academic goals.

The following efforts have been implemented to provide academic counseling:

- The university provides academic advising services in multiple ways. An Academic Advising Center advises all freshmen in their first year. Each college has an academic advisor. Individual faculty provide advising also.
- All freshmen are required to consult with an academic advisor before course registration. All freshmen students remain with the assigned advisor until completion of the core curriculum and are then assigned to a faculty advisor.
- The Academic Advising Center also coordinates the Supplemental Instruction Program, CAP advising, and the Montgomery GI Bill Benefits program.
- In addition to faculty advisors, every college has a college-wide academic advisor or individual faculty advisor who is responsible for degree plan oversight, providing advising training and updates to faculty, and providing general academic advising and career information to majors.
- Beginning with admission to the University, all Nursing, Engineering, and Computer Science majors receive an academic hold on the student record in POISE each semester. The hold is not removed, and thus the student may not register for the following semester, until the student has received academic advising by the designated faculty member who is assigned to the student as the academic advisor.

The online student degree progress report which compares the courses taken and credit received to the courses needed for core completion requirements is available to all students via *Campus Connect*.

Implementation of tuition policies that encourage timely graduation:

- The "Free Senior Semester Tuition Rebate" program rewards those students who enroll in 15 or more credit hours and maintain consecutive semester enrollment. Students can receive up to 15 credits tuition-free in their senior year by participating in the program.
- Annual reviews of tuition policies include student participation.
- Revenue generated from tuition increases has been utilized to create and operate an Academic Advising Center.