

ACADEMIC ACTIONS AND STUDENT SUCCESS

Responsibilities of Faculty, Staff, and Students

A primary responsibility of the faculty and staff at Baylor University is to provide students the opportunity to achieve academic success in pursuit of a bachelor's degree. Students are responsible for mastering the prescribed knowledge, methodologies, technologies, and skills necessary to attain their degrees. The University encourages all students to take a proactive approach to their education by interacting with faculty members and fellow students, by seeking academic advisors and vocational mentors, by monitoring their own progress, and by making use of extensive campus resources. Substandard academic progress may result in the issuance of an academic progress report, academic notice, academic suspension, or academic dismissal.

Academic Progress Reports

At any point during the semester, professors may issue academic progress reports to alert those in the student's care network that there are academic concerns that need to be addressed. Beginning with the sixth week of the fall and spring semesters, professors will be prompted by the Paul L. Foster Success Center to submit academic progress reports for any student with substandard academic performance. Academic progress reports are submitted by professors to alert the student about their academic concerns so that the student can seek out the resources needed to succeed. Indicators of substandard performance include low grades, missing assignments or exams, and/or irregular class attendance. Resources and academic support are available in the Paul L. Foster Success Center as well as the various colleges. In some cases, a student may elect to drop a course in which a progress report has been issued, but he or she needs to meet with his or her academic advisor before doing so. Academic progress reports are not a part of the student's transcript; their purpose is to help students develop the academic resiliency to be successful in the classroom.

Academic Notice

Any time a student's term and/or cumulative grade point average (GPA) is below 2.0 (4.0 scale), the dean of the student's academic unit will notify the student that he or she will be placed on academic notice during the next term. At the request of their dean, students with 30 or fewer hours who are placed on notice may be required to develop and implement an Academic Improvement Plan with the help of the Office of Student Success and Engagement. The academic notice letter from the student's academic dean will specify the details of this plan. Students on academic notice must be advised before registering for classes in the next term. If at the end of the academic notice term both the student's term GPA and cumulative GPA are 2.0 or above, he or she will be removed from academic notice. However, if at the end of an academic notice term the student's term GPA is 2.0 or above, but the cumulative GPA is still below 2.0, the student will continue on academic notice until he or she raises his or her cumulative GPA to at least a 2.0.

Academic Suspension

If a student has at any time been placed on academic notice, he or she will be placed on academic suspension if his or her term GPA ever falls below a 2.0 again.

Suspension Process

Students subject to an academic suspension (as described above) will be informed in writing by the dean of the academic unit in which the student is enrolled that they will be suspended. The dean's letter will indicate that the student has five (5) calendar days from the date of the letter to appeal the suspension. Students must appeal in writing. Student's written appeals of suspension may provide the dean relevant information (change of grade, verifiable medical condition, or other circumstances) that might affect his or her decision. After reviewing the student's academic records and written appeal, the dean will decide whether to place the student on academic suspension or to extend the student's period of academic notice. The dean will notify the student in writing of his or her decision. The period of suspension for a student placed on academic suspension for the first time is two enrollment terms (summer and fall or spring and summer). If a student is suspended at the end of the summer term, the suspension is fall only. The period of suspension for a student placed on academic suspension for a second time is three (3) subsequent enrollment terms (summer counts as one enrollment term). A student who is reinstated following his or her academic suspension is on academic notice and must meet the terms of academic notice to avoid another academic suspension or a dismissal.

Reinstatement Following Academic Suspension

In order to return to Baylor following a suspension, a student must apply for reinstatement. As part of this application, the student must explain in writing to the dean their assessment of reasons for the past academic difficulties and how, if reinstated, the student plans to change his or her academic performance to raise his or her term and cumulative GPA to the required level. The dean may elect to grant the student's appeal or to extend the academic suspension for an additional term. The deadline for applying for reinstatement is 10 full business days prior to the first day of class for the semester (or summer session) students wish to attend. In addition, students seeking reinstatement must complete a Returning Student Reactivation Form, which can be found at: <https://registrar.web.baylor.edu/enrollment-registration/returning-student-reactivation> (<https://registrar.web.baylor.edu/enrollment-registration/returning-student-reactivation/>)

Academic Dismissal

If after being reinstated following a second suspension a student fails to achieve a 2.0 or higher term GPA, he or she will be considered for permanent dismissal from Baylor University. A student subject to dismissal will be informed in writing by his or her academic dean of their dismissal. The dean's letter will indicate that the student has five (5) calendar days from the date of the letter to appeal the dismissal. Dismissal appeals require that the student meet with the dean. It is the student's responsibility to schedule an appointment for this meeting. The dean will notify the student in writing of the decision following the appeal.

Issuances of notice, suspension, and dismissal are based on grades and grade point averages available at the time of the final decision. These academic actions are noted on the student's academic transcript.

Honor Code Policy and Procedures

Baylor University students, staff, and faculty shall act in academic matters with the utmost honesty and integrity. A Baylor University student violates the Honor Code if the student engages in dishonorable conduct in connection with an academic matter. Details regarding the Honor Code can be found online in the *University Student Policies and Procedures*, at <http://www.baylor.edu/honorcode> (<http://www.baylor.edu/honorcode/>).

Baylor University Career Center

The Baylor University Career Center provides support and direction for all Baylor students as they follow their calling into a successful career. The Career Center offers the highest quality career coaching and resources available, while continually researching best practices nationwide to position our students for success. Each one of the Career Success Professionals specializes in an academic area with specific majors. They assist students in career discovery, resume development, internship and job searches, applications, interview preparation, networking, negotiations and more. Students should plan to meet with a Career Success Professional to discuss their career direction and their personal and professional career development to ensure their career success.

Paul L. Foster Success Center

The Paul L. Foster Success Center (PLFSC) provides a challenging, invigorating, enriching, and supportive environment for all students by fostering deep engagement in the academic community as well as fulfillment of personal goals and aspirations.

Office of Access and Learning Accommodation (OALA)

OALA provides services and accommodations for students with disabilities in order to support them in their academic success.

Office of Student Success and Engagement baylor.edu/successcenter | 254-710-8696

ACADEMIC SUPPORT PROGRAMS

Provides multiple forms of free academic support to help your student develop the academic and personal strategies necessary for success in the Baylor classroom.

STRATEGIC LEARNING COURSES A study strategies course focusing on the development of strategies for note taking, test preparation test taking, academic resilience, and more.

TUTORING Available by appointment or walk-in, Monday- Thursday, 9 a.m.-8 p.m., on the first floor of the Sid Richardson Building.

LEARNING LAB Drop in for assistance in enhancing study techniques such as managing time and stress, taking useful notes, creating study tools, setting attainable goals, preparing for tests, and achieving academic resiliency.

MENTORING Meeting once weekly with a more experienced student for encouragement, information, instruction and guidance to help with the transition to the college classroom and campus life.

NAVIGATE Offers students a personalized path for success through just in time to-do items, events, appointment making for advising, tutoring, and more!

NEW STUDENT EXPERIENCE (NSE) Combines courses and programs to help students transition to the rigorous academic environment at Baylor.

STRATEGIC INTERVENTION Provides appropriate academic resources for students facing academic challenges to help them maximize their success.

SUPPLEMENTAL INSTRUCTION (SI) Structured group study sessions conducted twice weekly by a trained peer-leader who has already been successful in the targeted class.

STUDENT SUPPORT PROGRAMS

This area is designed to enhance the connection of all students to the Baylor community through various resources and initiatives.

FIRST IN LINE

This program is dedicated to first-generation college students, offering tailored programs to help them achieve success and personal growth.

TRANSFER STUDENT SUCCESS

Provides comprehensive support, programming, and advocacy for transfer students to ensure a smooth and enriching experience throughout their Baylor experience.

VETERAN EDUCATIONAL AND TRANSITION SERVICES (VETS)

Offers student veterans support, programming, and advocacy as they transition to their next chapters of servant leadership.

GRANT AND SPONSORED PROGRAMS

Provides programs and resources to support students at Baylor through research and scholarly opportunities, financial knowledge and skills, and support systems necessary to ensure their educational success on all levels.

ADELANTE

This program is open to all students and equips undergraduate Latino students with the skills, information, and support systems needed to identify student services, improve academic performance, and graduate from college through mentorship, leadership opportunities, and continuous opportunities for community and civic engagement.

McNAIR SCHOLARS PROGRAM

Prepares low-income, first generation and other underrepresented undergraduate students in acquiring the knowledge, skills, and capacities necessary to successfully navigate a path to a Ph.D. program following graduation through immersion in research and a variety of scholarly activities.

PATHFINDERS

Provides undergraduate students in their first year at Baylor with the tools and resources necessary to identify research opportunities and apply for research and graduate preparation programs such as the McNair Scholars Program.

FINANCIAL WELLNESS

Provides values-based money management education, personalized coaching, and workshops to empower students for financial stewardship through in-person and online learning opportunities to build knowledge, skills, and goals for a lifetime of financial well-being.

THE STORE

Baylor's on-campus food pantry which combats food insecurity by providing fresh and nonperishable food options for students so that every Baylor student has what they need to succeed.

CAMPUS CLOSET: PROFESSIONAL ATTIRE PROGRAM

A resource that will provide students who need it, with the ability to apply for one free full professional-wear outfit (blazer, pant, skirt, shirt, etc.) that they can keep and use for interviews as they prepare to enter the job market and graduate school.