

Policy Name: Student Success Initiative
Approving Authority: Academic Council

Policy # AA-020
Approval Date: 10/27/2023
Date Last Reviewed: 10/27/2023
Next Review Date: 10/2024

Statement

The Student Success Initiative Policy of Beal University Canada (“BUC” or the “University”) provides guidance for the evaluation of students at risk during theory and clinical placement. The Academic Council will review this policy annually.

Purpose

The purpose of this policy is to ensure students at risk of not meeting their outcomes for theory and clinical placements are recognized and supported as soon as possible.

Roles and Responsibilities

It is the responsibility of the faculty to ensure they recognize students at risk and report to the Dean of Nursing any issues arising as a result of students not meeting their expected outcomes.

Policy

When a student is not progressing and/or not demonstrating the expected level in their knowledge, skills, or aptitude in any part of the program such as theory or clinical, the faculty will:

- Complete a Student Success Initiative (SSI) form (*see Addendum*) with the student.
- Provide formative feedback in relation to the issue.
 - State observations objectively.
 - Ask the students for their plan to achieve the expected learner outcomes which may include completing practice labs, reviewing theory content, reviewing the checklist for the skill, setting their alarm 20 minutes earlier to be on time.
 - Ask the student to submit SMART (Specific, Measurable, Achievable, Reliable, and Timely) goal(s) in a learning plan addressing the issue(s).
- Refer the student to relevant academic/practice supports and resources.
- Follow up with the student and evaluate the identified resolution to the issue.
- Keep a record of each meeting and all related documentation in the student’s file, noting student progress and also provide a summary to the student.
- Forward the SSI form, if the issue persists, to the Dean who will:
 - Meet with the student as soon as possible to determine next steps such as withdrawal, repeat or other.

If the issue is non-academic, the student will be referred to Student Services for assessment and referral.

Related Policies and Documents

AA-011 Grading and Scholastic Requirement Policy
Nursing Faculty Clinical Practice Guide

Addendum: Student Success Initiative Form

Addendum

Student Success Initiative Form

**Email to the Dean of Nursing

Date:	
Faculty name:	
Course number & name:	
Student Name, ID and email:	
Reason For SSI (Note: If clinical please align with evaluation tool.)	
Provide dates for the above reasons	
Provide details of student concerns:	

Actions taken by the instructor and outcome:	
Instructor's recommendations:	
Action taken by the student and outcome:	
Other comments:	

Faculty Signature _____ Date _____

Student Signature _____ Date _____