

# Student Success Center

Our mission is to provide resources for achieving academic excellence. We are proud of our constantly changing and improving menu of academic support services. We encourage you to work with our friendly staff to use our services to make your time at UT Martin a great success!

March 2016

## Inside This Issue

- ✓ Student numbers
- ✓ Accommodations
- ✓ Midterm grades
- ✓ Accessibility Update

## Service Hours

Hours:

8:00 A.M. - 5:00 P.M.

Monday - Friday

By Phone:

(731) 881-7744

By E-Mail:

success@utm.edu



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## Student Success Center

Supplemental Instruction **1407 student visits (spring)**

Small Group Math & Science tutoring **187 student visits (spring)**

Residence Hall Tutoring **19 student visits (spring)**

## Department Sponsored Labs

Hortense Parrish Writing Center **1593 student visits (spring)**

Mathematics Learning Center **student visits (spring)**

Reading Center (Ed Studies) **student visits (spring)**

## Hello.... Is this thing on?

### Lecture recording devices...

Many faculty members have likely seen students using recording devices such as Livescribe pens in their classroom. Faculty may prohibit this in their classroom under most circumstances, but not if the use of a recording device is specified as an accommodation for disability. Use of a recording device in classrooms is an accommodation specifically mentioned in Section 504 regulations:

*A recipient may not impose upon handicapped students other rules, such as the prohibition of tape recorders in classrooms or of dog guides in campus buildings that have the effect of limiting the participation of handicapped students in the recipient's education program or activity. In order to allow a student with a disability the use of an effective aid and, at the same time, protect the instructor, the institution may require the student to sign an agreement so as not to infringe on a potential copyright or to limit freedom of speech.*

### Testing in the department

Students have a right to the testing accommodations outlined in their letters, and those accommodations need to be provided. However, students who need testing accommodations *do not* have to come to Disability Services to take their tests. Faculty can provide the same accommodations to the student in the department, especially if the test includes components such as listening comprehension or practical lab activities.

### New Test delivery process

Due to the Clement Hall renovations, the SSC is now condensed to one hallway. We are cramped and a little crowded. We are changing our process for returning tests to faculty so that we can utilize our student workers. Tests will be delivered once in the morning before lunch and once in the afternoon before the end of the work day. The tests will be placed in a sealed envelope before being returned to the faculty. If the faculty is not in his/her office, the test will be left with the departmental secretary (and signed for). Faculty are always welcome to come and pick up their completed tests.

## Supplemental Instruction

### Graduation rates, **persistence**, retention.....

Midterm grades are posted and now is the time to utilize the resources on campus to help any student who might be struggling. *Advisors need to go to Banner Self Service.... Faculty Services and then UTM Web Reports at the bottom of the page. There, each advisor can run a report on the midterm grades of his or her advisees.* (Mid Term and Final Grades for all of an Advisor's Students)

REVIEW these grades... if a student appears to need help... MEET with them and get them to one of the many resources on campus for academic tutoring or supplemental instruction (see Student Success Center website for all links)

The supplemental instruction list is available from the Student Success Center website  
<http://www.utm.edu/departments/success/pdfs/SI%20Schedule%20Spring%202016.pdf>

If there is not a supplemental instruction section for a particular class (but there is for a subject), then we recommend that your advisee visit the SI instructor during his or her office hours.

Retention is the job of every person on campus. Send any student to the SSC who might need career counseling or help with study skills or finding a path to success.

## Accessibility Team



We are looking for a liaison from each department who would be willing to participate in a training on accessibility. These liaisons will then become a resource to help fellow faculty and staff with basic questions regarding document accessibility.

If you missed attending the Higher Ground (virtual) Accessibility Conference we have access to many of the recorded sessions. Go to <http://www.utm.edu/accessibility/index.php> and click on the Tools & Resources tab, then scroll to the bottom of the page to find the link. Contact Will Flowers ([wflower3@utm.edu](mailto:wflower3@utm.edu) for username and password. Look for the little camera icon. For those sessions that do not have the camera icon, the documents are still available by clicking on the link.

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