

Millersville University: Academic Early Alert

A Proactive Support Initiative for Students Experiencing Academic Challenges

Dear Colleagues.....Welcome to the start of the Fall 2017 semester.

The **EARLY ALERT INITIATIVE** is a proactive university-wide retention initiative to identify and ameliorate student challenges in the classroom and increase student persistence and success. These challenges can include: attendance, engagement and difficulty with the course material. All faculty can easily access the **EARLY ALERT** link in your MyVille Faculty Services account. Please share this initiative with students in your classes.

Positive changes have been made to the **Early Alert Initiative** that will increase communication and decrease the amount of time between identifying students and faculty getting feedback.

Below is a summary of changes:

1) The EARLY ALERT SYSTEM is **OPEN 24/7 STARTING SEPTEMBER 6, 2017**. Additional reminders will be sent to faculty from the Provost's Office on the 3RD, 6TH, AND 9TH WEEK of the semester.

2) **REPORTS ARE RUN 2X PER WEEK** WITH LISTS DISPERSED TO THE "EARLY ALERT CARE LEAD." (Day 1)

3) **IDENTIFIED STUDENTS WILL BE NOTIFIED WITHIN 3 DAYS** AND INSTRUCTED TO CONTACT HIS/HER PROFESSOR IMMEDIATELY. (Day 4)

4) "CARE TEAM MEMBERS" WILL **OUTREACH TO STUDENTS** WITHIN ONE WEEK AND CHECK ON PROGRESS. (Day 7)

5) "CARE TEAM MEMBERS" **WILL UPDATE PROFESSORS** ONCE RESOLUTION/CONTACT IS MADE WITH THE STUDENT. USUALLY WITHIN 10 DAYS OF IDENTIFICATION. (Day 10)

For faculty who have immediate safety/security concerns in the classroom dial: 911 University Police, X-7821 Counseling Center, or Behavioral Intervention Team at (717) 871-7070.

Any faculty with the need for clarification or suggestions should contact Joe Sciarretta/Chair Dept. of Academic and Student Development at X-7609 or via email at joe.sciarretta@millersville.edu

Because the system is in MAX, it is similar to grade reporting. The link below gives a detailed visual of the screens and process on your MyVille faculty services account.

LINK: <http://www.millersville.edu/assocprovost/files/EarlyAlertInstructions2017.pdf>