

Proposal Form for "Advising-Required" Holds

The College* proposing the hold is required to complete this form and submit it for review to the Advising Coordinating Board (ACB). A representative from the Office of the University Registrar must be in attendance at the ACB meeting when proposals are reviewed. A Dean's level signature is required for any proposed hold. ACB will make a recommendation to the Academic Solutions Council (ASC) concerning usage of each proposed hold and edits/changes to existing holds. ASC and the Office of the University Registrar will grant final approvals of holds. Proposals should include the following:

1. Describe the significant need that exists that calls for the proposed registration hold. Provide data that demonstrates the need and details how the need will be met by a registration hold.
2. Provide a description of which student group will be affected by the hold.
3. Explain how the college has explored alternative ways to address the significant need and why it has identified holds as the best option.
4. Explain with data how the college will successfully bear the responsibility brought on by the registration hold (e.g., staffing capabilities to meet the advising demand that the hold will bring).
5. Identify who in the college will have the ability to release the holds with a clear rationale.
6. Describe the data that the College will collect to accurately assess the hold's effectiveness.

*The Explore Center is defined as a 'college' for the purposes of this academic hold

Statements of Understanding:

The College will provide an annual report assessing the effectiveness of the registration hold to the Advising Coordinating Board, Academic Solutions Council, and the Office of the University Registrar.

Colleges wishing to add, delete, change, or amend the use of a previously-approved advising hold are required to use this same form and process.

College Requesting the Hold:

Advising Coordinating Board/Office of University Registrar

Recommendation by Advising Coordinating Board:

Signature: Director of University Advising
Services/Chair of Advising Coordinating Board

Mr. H. Matts

Approval Signatures:

College or Explore Center Dean/Assoc. Dean

Amy West

Chair, Academic Solutions Council

Amy West

Registrar, Office of the University Registrar

Steve Barth

Proposal for Graduation Planning Hold (Advising Required)

Original Plan Drafted by: Andrea Gaghagen (JMC), Dr. June Griffin (ASC), Dr. Jacqueline Mattingly (FPA), Steve Booton (OUR)

Updated Plan Drafted by: Tony Lazarowicz (ASC), Bill Watts (Undergraduate Education); Steve Booton (OUR)

The purpose of this proposal is to amend the timeline in which the Graduation Planning Hold is placed. In consultation with advising leaders, there was no opposition to adjusting the process to be completed after the end of priority enrollment each fall and spring, rather than fall only. Over the past two years, 4-year graduation rates have continued to improve to 47.9%. While the increase in graduation rates is likely associated with multiple factors such as the graduation planning hold, increased importance of degree planning, 4-year degree plans in the catalog, we believe this amended proposal will further support multiple outcomes as outlined below. Most importantly, this additional change will support UNL's College Metrics Degree Completion aim as it will ensure all students who meet the criteria for the hold are connecting with their advisor in the most timely manner.

Steps already taken: The graduation planning hold was first placed in the fall 2021 semester. This hold replaced the previous Senior Kickoff process that had been introduced in February 2019 the Senior Kickoff (SK) process. By expanding the hold to be after both fall and spring priority enrollments, we hope the conversations about graduation planning are more timely for all students, which aligns with UNL's aim to increase degree completion in four years.

Outcomes: Continuing from the original proposal, there are four outcomes we are hoping to continue to improve:

1. Reduce the number of applicants for graduation with incomplete audits. Below are the combined percentages of incomplete degree audits for all colleges for the past six spring commencements:

Combined percentage of incomplete degree audits for all colleges	
May 2023	20.9%
May 2022	20.4%
May 2021	17.0%*
May 2020	17.2%*
May 2019	27.2%
May 2018	20.3%

*Students participated in Senior Kickoff which was first implemented in February 2019

2. Encourage timely conversations between advisors and students so expectations for timeline to graduation are aligned and transparent
3. Be intentional about referrals to campus partners for career and experiential related direction and opportunity

4. Increase the four-year graduation rates for each college in accordance with the Success Metrics plan

Current four-year Graduation rates for all colleges based on starting fall term	
2018	47.9%
2017	47.3%
2016	45.0%
2015	44.0%
2014	39.9%

Timing: We continue to recommend the hold capture students who will be at 75 credits (completed + in- progress) or higher at the end of each fall and spring semester. This will catch students a little earlier than the current process, which inadvertently misses a small group of students who did not hit 75 credits by the end of their fall term but are within a semester of graduating by the time the next fall term arrives. This will help ensure advisors and students can solidify plans and timelines at a point in the students' academic careers where adjustments can still be made.

At 75+ credits, having an intentional conversation about internships and other experiential opportunities would fit well within the planning conversation. Connecting students with Career Coaches and other involvement opportunities would be an additional opportunity during these meetings.

Hold: We propose continuing to apply a hold for required advising to all students who meet the criteria. This proposal makes an adjustment from the previous proposal in that the hold would be placed after Priority Registration in both the fall and spring semesters. The hold would prevent enrollment for the following fall or spring term depending on the term the hold is placed. This would allow advisors to meet with students for a minimum of 4 months after the hold is placed before priority enrollment begins for the next term.

Hold title:

Graduation Planning Meeting

Date:

1 week after the end of priority enrollment each fall and spring semester

Population:

Students in ANR, ARH, ASC, CBA, EHS, ENG, FPA, JMC and PAC who have credits equaling 75 or more from earned + in-progress in the current semester*

Hold content:

Now is a great time to meet with your Academic Advisor to ensure that you have an accurate and timely plan for graduation. To have the hold removed, you will need to schedule an appointment with your advisor. Before you do, please:

- Run an updated Degree Audit in MyRed to review your remaining requirements
- Map out your remaining requirements

- Come prepared with any questions you have for your advisor

Lifting the hold:

Academic advisors would lift the hold at the end of the Graduation Planning meeting and would enter the plan and notes in Student Success Hub

Students would only receive the Graduation Planning hold once. However, if a student changes majors after the hold has been lifted, a new hold will be placed to encourage graduation planning discussions for their new major.

**Explore Center (EXP) students would be exempt from the Graduation Planning hold. EXP students are not in a degree seeking program.