

Utah Valley University

Rally and Invest in Student Education Program



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Title IX Coordinator and Director of Equal Opportunity
Title IX Office, Ste. BA 203
800 W. University Parkway
Orem, UT 84058
801.863.7999
titleix@uvu.edu

ADA Coordinator (Employees and Applicants for Employment)
Human Resources Office, Ste. HF 128
800 W. University Parkway
Orem, UT 84058
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ADA Coordinator (Current and Prospective Students and Visitors)
Accessibility Services Office, Ste. LC 312
800 W. University Parkway
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801.863.8747
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MISSION STATEMENT

The mission of the UVU Rally and Invest in Student Education (RISE) Program is to provide K-12 students from underserved populations with opportunities for grade-level growth and college preparedness.

UVU RISE, funded through the American Rescue Plan Act (ARPA) places emphasis on increasing student success and gains from setbacks due to pandemic-related online learning.

WELCOME!!!

And CONGRATULATIONS on taking the next steps into UVU's RISE Program. Our staff look forward to providing an experience full of fun, learning, and educational opportunities for everyone.

UVU RISE students can anticipate this program to be filled with academic growth, STEM based activities, and preparation towards future schooling opportunities. Through the support of our certified teachers and tutors, students can anticipate a safe zone to ask educational questions, explore new concepts, and create life-long friendships.

Succeeding at UVU RISE will take an open mindset, dedication, extreme ownership, and accountability. UVU RISE is an investment well-worth your time and energy as students who participate are better equipped towards educational advancements within both secondary and higher educations. As a representative of the RISE team, I am confident that each student can succeed with the right mindset and motivation.

The UVU RISE program is committed to hiring and training well-qualified staff and professionals to accommodate the needs of students from all backgrounds and learning capabilities. Please communicate with UVU RISE Staff about any questions or concerns that you may have during the program. Student voice and input is necessary and crucial to the operation of our program and cannot properly succeed without it.

On behalf of the entire UVU RISE staff, WELCOME!

Best,

A handwritten signature in black ink, appearing to read 'Colton Stettler', with a large, stylized flourish at the end.

Colton Stettler

UVU RISE Coordinator

School Community University Partnership

Utah Valley University

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INTRODUCTION

The American Rescue Plan Act (ARPA) Grant is designed to improve the educational outcomes for economically disadvantaged and at-risk K-12 students attending the schools with the most needs near Orem, Utah. Utah Valley University (UVU) and Alpine School District began to build the structure to pilot a new afterschool and summer enrichment program. As a result of this planning effort, UVU and Alpine School District decided that the most efficient and effective organizational approach would be to have UVU lead this project. This allowed Alpine School District to focus on the customized programming required at its schools to propel student success. The high school program will focus on academic and enrichment support for 10th-12th grade students, and aims to propel students toward college preparation in tandem with receiving school credit and pandemic recovery options.

The UVU RISE Program is funded by the ARPA Grant. UVU RISE will emphasize the development of student academic study and discipline skills, as well as increased attendance and performance, through its coursework and summer staff. Coupled with a strong academic program, UVU RISE will provide various enrichment activities to introduce students to resources available on UVU campus and opportunities to explore college and career interests. UVU RISE's staff consists of highly qualified professional instructors, Teaching Assistants (TA), AmeriCorps Summer Associates (SA) and administrative personnel.

UVU RISE is an exciting, intellectually demanding program that has high expectations of its participants. The students will need to dedicate themselves to six weeks of hard work and academically challenging courses. In order to attain the desired level of learning, UVU RISE students are expected to invest daily effort on homework assignments and projects. UVU RISE students' first priority is to learn!

A welcome orientation is held for students and parents prior to the beginning of the RISE program each year. Topics covered include: UVU RISE program overview, classroom rules, procedures, expectations, attendance policy, transportation requirements, and lunch guidelines.

MISSION STATEMENT

The mission of UVU RISE is to provide K-12 students from underserved populations with opportunities for grade-level growth and college preparedness.

OBJECTIVES

- Improve overall study habits by connecting students to tutors, TAs, and online resources.
- Provide for and meet student and family needs through family engagement activities.
- Foster student success and engagement in high schools.
- Inspire underrepresented populations to pursue higher education.

PROGRAM INFORMATION

Contact

UVU RISE Main Office
801-863-6372
RISE@uvu.edu
uvu.edu/partnership/uvu-rise/

Communication is the key factor to a successful UVU RISE program. Please communicate any needs, questions, or concerns that you may have. Parents and legal guardians may contact the UVU RISE Main Office to reach their student during program hours.

Staff Titles

SCUP Director: Director of the School Community University Partnership Department at Utah Valley University.

RISE Coordinator: Administrator over the UVU RISE Program. Point of contact for most concerns.

Instructors: Certified teachers from Alpine, Nebo, and Provo school districts.

SA/Tutor: Summer Associate through AmeriCorps. Mentor, tutor, supervise, and assist students throughout UVU RISE.

TA: Teaching Assistant through AmeriCorps. Assist teachers in classroom needs. Monitor grades and student success throughout UVU RISE.

Site and Program

Date: June 3 – July 11, 2024, Holiday Break: June 17th, July 3rd, & 4th 2024

Hours of Operation: 8:45 AM to 2:30 PM, Monday – Thursday

Mandatory Meetings:

Student/Parent On-Boarding: May 16th at 6:30 PM

Student Orientation: June 3rd, 2024 at 8 AM

Closing Celebration: July 11th, 2024 from 6:00 – 8:00 PM

Facilities: All program activities will be held at Utah Valley University's Orem Campus.

Daily Schedule

**8:45 am -
9:00 am**

**Breakfast
(optional)**

**9:00 am -
10:50 am**

First Class

**10:55 am -
11:55 am**

**Study Hall
(Special Events & Speakers)**

**12:00 pm -
12:35 pm**

Lunch

**12:40 pm -
2:30 pm**

Second Class

*Schedule varies according to year and are subject to change

COURSE DESCRIPTION

General Psychology *(PSY 1010)*

9:00 AM – 10:50 AM

An introductory course in modern scientific psychology. Covers major domains of scientific psychology including biological foundations, sensations, perception, learning, motivation, human development and abnormal psychology. Examines major psychological and professional applications.

Intro to Environmental Management *(ENVT 1110)*

9:00 AM – 10:50 AM

Surveys environmental issues and the impact of people on the environment. Covers how we can sustainably use our natural resources and how we can prevent and remediate the degradation of the environment while using these natural resources.

American National Government *(POLS 1100)*

12:40 PM – 2:30 PM

Studies history and structure of American National Government, rights and responsibilities of citizens, political institutions, political processes, and governmental policies.

Intro to Film *(THEA 1023)*

12:40 PM – 2:30 PM

Designed to develop the analytical skills necessary for understanding the motion picture - not only as an art form, but as a tool for the statement of ideas. Explores the visual and aural elements employed by movie-makers to influence audiences. Studies context--the historical, social, political, cultural, and artistic situation which produced the film and how it reflects ourselves and our society. Combines lecture, screening, and demonstration with critical discussions of assigned readings and films.

Grading Policy

All homework, quizzes, tests, and other assignments will be assessed to determine the student's overall grade for each course. **If a student has an overall failing average in their classes that student may not be invited to reapply for UVU RISE the following year.** The UVU RISE program is a rigorous and demanding program. Students are enrolled in college level courses and their final grade will go on their college transcript. For this reason, it is important that all students work hard to study and understand the material and to complete daily homework assignments.

Each course has an instructor and a Teaching Assistant (TA) that are available to help with questions regarding the course material. In addition, the student's assigned Summer Associates (SA) will also be available to help students with assignments and coursework.

Homework

All assignments should be turned in on time, as directed by UVU RISE staff. **Students will not be permitted to attend special events and activities if they have two or more missing or incomplete homework assignments that week.** Instead, they will attend a study hall, which will be held on daily from 10:55 am until 11:55 am where TAs and tutors will help students on their assignments.

In order to help all students to complete their missing assignments, parents will be notified each Thursday afternoon if their student has two or more missing or incomplete assignments. The students who have two or more missing or incomplete assignments will then be asked to work with tutors during study hall and lunch, potentially missing special events and activities. If a student misses a day of UVU RISE, it is their responsibility to collect any missed work. Homework completion is the responsibility of the student.

Class Participation

Classroom participation is encouraged. The classroom instructor will determine the level of participation appropriate for each activity. Students should always be courteous, and show respect to guest speakers, instructors, UVU RISE Staff, and other students in the program i.e. raising hands before speaking.

STUDENT CODE OF CONDUCT

Behavior Guidelines

UVU RISE is dedicated to providing an excellent summer program for high-achieving 10th, 11th, and 12th grade students. To accomplish this goal, students are expected to follow the UVU RISE Student Code of Conduct, policies, and requirements, the Utah Valley University rules and policies, and the Student Code of Conduct from the student's school district at all times to promote a safe, fun, healthy and respectful environment for all participants. Unacceptable behavior will result in corrective measures and may include a report to the student's parents and/or removal of the student from the UVU RISE program.

As a UVU RISE student, I will:

General

- Wear appropriate clothing to UVU RISE each day. (See Dress Code.)
- Participate in all activities, including class work, projects, and homework assignments.
- Be on time each day and ready to participate.
- Be a positive influence on those around me.
- Complete my homework and classwork on time.

Respect

- Be respectful, cooperative and contribute positively to the experience of fellow students.
- Be careful that my actions, behavior, and language do not hurt other students' feelings or hurt them physically in any way, intentionally or accidentally.
- Show respect to all UVU RISE staff and cooperate fully with their instructions and directions.
- Respect the values and beliefs of others.
- Never discriminate or harass anyone based on race, national origin, color, religion, disability, sex/gender, sexual orientation, gender identity, gender expression, age, veteran status, pregnancy, childbirth, pregnancy-related conditions, citizenship, genetic information, or any other protected class.

Personal Space and Property

- Be respectful of all UVU campus and UVU RISE property, equipment, and supplies.
 - As a student of UVU RISE I am a guest on campus and will not disturb the students and staff of UVU, I will walk respectfully through the hallways and will be an example to my peers.
- Never mark, deface, or destroy UVU RISE materials or the personal property of others.

Behavior

- Conduct myself responsibly. I understand that the list of acts on page 10-11 are examples of conduct **not** allowed at UVU RISE and that corrective action will be taken, up to and including removal from the UVU RISE program, should I participate in these acts. This list is not exhaustive but instead illustrates examples of unacceptable conduct.
- I understand the corrective measures and discipline process listed on page 11-12 and know that I can be dismissed from the program should I violate the standards of conduct and UVU RISE requirements.

Safety

- Be aware of my surroundings at all times.
- Pay attention to instructions and directions given by my leaders.
- Stay with my assigned group and SA/TA at all times.
- Immediately notify the SA/TA of any safety risk observed.
- Immediately report violations of the Student Code of Conduct to the SA/TA.

Dress Code

- Students should always be clean and neat in appearance.
- Clothing that is distracting in appearance must be avoided. Clothes that reveal shoulders, midriffs, undergarments, or have low-neck lines are not allowed.
 - Shorts must reach mid-thigh
 - Sleeves must cover 3 inches on shoulder
- Clothing that contains vulgar words, profane or obscene slogans and pictures, gang affiliations, or advertisements for alcohol, tobacco, and drugs are not permitted.
- It is unacceptable for undergarments to show at any time.
- Students who violate the dress code may be asked to call their parents to pick them up early. Repeated violations may result in dismissal from UVU RISE.

UVU Minors on Campus Code of Conduct

Disciplinary action may be taken as a result of any behavior that violates the UVU Minors on Campus Code of Conduct or other UVU RISE or University policies and rules. **The behaviors below may result in immediate dismissal from the program and may not follow the corrective measures procedure outlined below.**

1. The possession or use of alcohol and other drugs, fireworks, guns, and other weapons is prohibited.
2. The operation of a motor vehicle by minors is prohibited while minors are attending and participating in the program.
3. Violence of any kind, including sexual abuse or harassment, will not be tolerated.
4. Hazing of any kind is prohibited. Bullying, including verbal, physical, and cyberbullying, is prohibited.
5. Theft of property regardless of owner will not be tolerated.
6. Use of tobacco or e-cigarette products is prohibited on university property or while participating in the program.
7. Misuse or damage of university property is prohibited. Costs resulting from damage or misuse of university property will be assessed against those participants who are responsible for the damage or misuse.
8. The inappropriate use of camera, imaging, digital, and/or other recording devices is prohibited, including use of such devices in showers, restrooms, or other areas where privacy is reasonably expected by participants.

Unacceptable Behavior

Disciplinary action may be taken as a result of any behavior that violates the Student Code of Conduct, is disruptive, violates Utah Valley University policy or rules, or violates the rights of others. The following are unacceptable behaviors and are subject to disciplinary action at UVU RISE. **The behaviors below may result in immediate dismissal from the program and may not follow the corrective measures procedure outlined below.**

1. Name calling, bullying, demeaning comments/gossiping, and taunting/ridiculing
2. Stealing, damaging property, and any criminal activity
3. Threatening, fighting, shoving/pushing, or hitting/kicking
4. Inappropriate language
5. Discrimination/Harassment based on protected class
6. Accessing inappropriate electronic content
7. Inappropriate touching, gesturing or any form of sexual harassment
8. Failure to stay with assigned group during the program
9. Cheating/Plagiarism
10. Other inappropriate behavior

Be aware that defiant and/or disrespectful behavior toward any UVU RISE staff member or authority figure will not be tolerated and may result in corrective measures.

Corrective Measures and Discipline

Discipline should not be confused with punishment. The goal of discipline is a self-regulated individual with mature attitudes and socially acceptable standards of conduct.

Corrective measures used will depend upon the nature of the behavior, the frequency, and the degree to which the student is willing to try to correct undesirable behavior.

Disciplinary actions will normally begin at a minimal level and then proceed to more serious levels with the exception of serious violations of the Student Code of Conduct (see examples of unacceptable behavior above).

Unacceptable behavior will result in corrective measures and may include a report to the student's parents.

Corrective measures may include:

1. Warnings will be given by UVU RISE staff* (including SA, TA, Teachers, and Administrators) to students for breaking any rules or other inappropriate behavior.
2. If the same or new inappropriate behavior persists, staff will give additional warnings. The following chart shows the consequences for multiple warnings:

Warning #	Corrective Measure
1	Warning from SA/TA
2	Warning from SA/TA. Meet with Behavioral Specialist to create goals to avoid future warnings
3	Warning from SA/TA. Parents will receive notification
4	Warning from SA/TA. Student/parent meeting will be scheduled with the Behavioral Specialist and Site Coordinator
Warnings after parent meeting	Warning from SA/TA. Student/parent meeting will be scheduled with SCUP Director and may result in the student's dismissal from UVU RISE.

UVU RISE reserves the right to dismiss students from the program as needed, without following the above corrective action steps, to ensure a safe and respectful educational environment

*For further explanation of UVU RISE roles, see page 5

Dismissal Appeal Process

The following is the process for appeal of dismissals resulting from attendance and behavioral problems:

- Because daily attendance is necessary for academic success, student appeals must be submitted in writing within 24-48 hours from the notice of dismissal from the program.
- For appeals of dismissals resulting from problems with attendance:
 - The parent or guardian must send an email to the UVU RISE Site Coordinator at RISE@uvu.edu
 - A carbon copy of this email must also be sent to Liz Andrus, Director of SCUP. Liz.andrus@uvu.edu
- For appeals of dismissals resulting from problems with behavior:
 - The student must send an email to W. Barney Nye, Senior Director, Student Affairs Grants & Outreach at nyewi@uvu.edu
 - A carbon copy of this email must also be sent to Liz Andrus, Director of SCUP. Liz.andrus@uvu.edu
- For both appeals, in this email the student must clearly explain:
 - Why they are appealing the dismissal (e.g. the reason for the appeal, such as a dispute about the alleged misconduct or the proportionality of the sanction, etc.)
 - Why they believe they should be readmitted.
 - Address what they intend to do to change the behavior or attendance issue that merited dismissal. This should include a student action plan detailing how the student will catch up with any and all missed work.

The information provided in this email will be considered, a decision made, and the student and parent/guardian notified of the decision within 48 hours of receipt. One of the natural consequences for the

student will be missing study-groups, classes, and any other important events during the time for which they are expelled and in the appeal process. If the appeal is denied and discipline sustained, no special consideration will be given for make-up work during this time.

HEALTH AND SAFETY

Communicable Diseases

For the health of all our participants, parents are required to notify the UVU RISE Main Office (801)863-6310 of all communicable diseases your child may have contracted (i.e. chicken pox, head lice, pink eye, etc.). Specific information will be kept confidential, however, UVU RISE must notify participants of the situation.

COVID-19

If your student develops symptoms of COVID-19 or is exposed to the virus, they may not return to in-person participation until after self-quarantining for the recommended length of time. If your student tests positive for the virus during UVU RISE, the Program Coordinator must be notified IMMEDIATELY. Specific information will be kept confidential, however, UVU RISE may notify participants of the situation. Accommodations for absences due to COVID-19 will be made so that students can finish the program this summer and/or return in the future.

Medication

The legal issues involved with students taking prescribed medication while at UVU RISE prevent UVU RISE staff from storing or distributing medications (including EpiPens). Please make arrangements for the student to schedule taking their medication before or after attending UVU RISE. If your student requires medication during the program hours, please make sure your student can administer their own medication, or make arrangements with the staff so a parent or guardian can come and administer the medication to the student. UVU RISE staff will not be able to assist in any way.

Special Nutrition Needs and Allergies

Please make sure that students are aware of their individual nutrition needs and allergies. Parents should inform UVU RISE staff if needs are serious or the student needs dietary accommodations for any UVU RISE provided food. These needs can be printed on the back of the student's name badge. UVU RISE requires a minimum of one week notice before accommodations can be met; as well as a doctor's note for allergy accommodations.

Sick Students

Students who arrive sick or begin to feel sick at any time during UVU RISE will be asked to sit in the office under the watch of the UVU RISE Administrator until parents are able to pick up the student or they are able to safely commute on their own. Parents will be notified of their child's condition.

First Aid/911

If a student is injured in any way while attending UVU RISE, an incident report will be filled out and parents notified. In the event of an emergency, including medical or behavioral problems, natural disaster, or other significant program disruptions, or serious injury, emergency services/911 will be contacted and first aid will be administered as needed, and parents will be notified immediately. UVU RISE will not transport any student in a personal vehicle and will call an ambulance in the event of an emergency. UVU RISE is not responsible for medical costs including hospital bills, ambulance fees, etc. related to injuries requiring special medical attention.

Student Supervision

Under no condition will students be allowed to wander off on their own on UVU campus during UVU RISE program hours. Once the student is checked in to the program each day, they will be required to stay with the group to which they are assigned. Leaving the assigned group may result in dismissal from the program. If the student is considered missing, UVU RISE staff will notify parents to come to campus to assist in the search of the missing student. Campus police will be notified and an incident report will be written and filed by UVU campus personnel.

ATTENDANCE AND TRANSPORTATION POLICIES

Attendance

Attendance is necessary for successful completion of the program. Students must be on time for roll call each morning in their first class, must attend each class, and remain in attendance for the entire class period. **Every hour a student is late or leaves early will be added towards their absences. More than three absences may result in dismissal from the program.** Accommodations will be offered on a case-by-case basis (including for students with absences caused by COVID-19).

Transportation

Each student is responsible for their own transportation to and from UVU RISE each day. Students have the option to be dropped off/picked up, drive themselves and park on campus, or use the UTA bus routes (students can use their UVU ID card as their pass).

Directions to Drop off and Pick up Locations

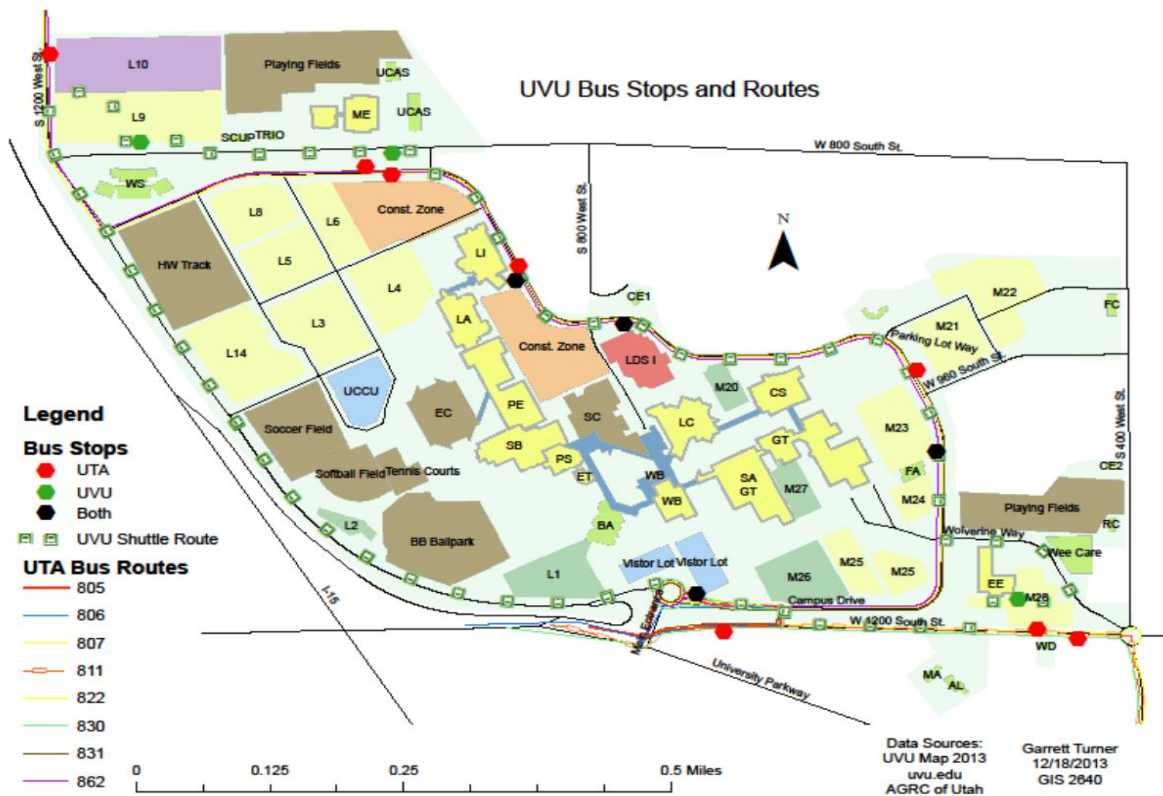
Students should be dropped off and picked up each morning and afternoon in the area closest to the Clarke Building in Parking Lot L6.

Parking Passes

If students drive themselves, they will need to ensure that they are parking in **LOT 8 (L8)**. **Parking in any other spot will result in a ticket from Parking Services.**



UTA Bus Routes



Please ensure the safe travel of your student to and from UVU RISE. Program members are not responsible for the supervision of participants until they have reached the drop off area. **Students will need to have their UVU ID with them** in order to access all public transportation (ID's will be collected at the end of the RISE program.)

Routes with stops at UVU:

- Route 805: Santaquin-Payson -Spanish Fork-Provo Station-UVU
- Route 806: Eagle MTN-Saratoga-Springs-Lehi Station-UVU
- Route 807: North County-Lehi Station-Pleasant Grove-UVU
- Route 809: Temporarily suspended
- Route 822: South Utah County-BYU-UVU Limited
- Route 830: Utah Valley Express (UVX)
- Route 831: Provo Central Station-BYU South Campus Station-2230 North Station- UVU
- Route 862: University Place Station-Center & 800 East Orem-919 N 980 W- UVU

UTA/UVX Schedules & Maps:

<https://www.rideuta.com/sitecore/content/Home/Rider%20Tools/Schedules%20and%20Maps>

Late Arrival/Leaving Early

If a student arrives to the program after class begins, **it is the student's responsibility to personally check in with an SA or TA in their first class. Every hour a student is late or leaves early will be added towards their absences. Frequent occurrences of arriving late or leaving early may result in a meeting with the Site Coordinator.**

Pick Up

Parents and students are responsible for their transportation arrangements, and UVU RISE employees are NOT responsible for students after 2:30 pm. Students can no longer be on UVU campus without a responsible adult after 2:30 pm. A late pick up may result in a meeting with the Site Coordinator.

Roll Call

Roll call will be taken in each class by the SAs and reported to the Site Coordinator. Students should strive to be on time and present in their classes due to the rapid pace of the course. (See Attendance & Tardy policies)

OTHER INFORMATION

Daily Suggested Supplies

Supplies: Students are required to provide their own writing instruments (pencil, pen, or highlighters). Arrangements will be made to accommodate any students that are unable to provide their own supplies. Most courses will also require the use of a computer. Laptops are available to be checked out from the UVU library with the student's UVU ID.

Sunscreen: Lunch will be held outside most days, increasing the possibility of students getting sunburned.

Water: Bathroom and water fountain breaks will be provided between classes. Students are encouraged to bring a labeled water bottle.

Name Badges

Each student will be given a name badge which identifies them as a participant in the RISE program and as a guest on the UVU campus. All students will be given their name badge as they enter their first class each day. Name badges **must** be worn the entire day on campus and returned to the student's SA at dismissal time.

Bathroom Usage

Students will have 5 minutes between classes for bathroom usage.

Electronic Usage Policy

Students may bring electronics for emergency and classroom use only. Phones may be used for personal use only during break periods. All electronic devices are to be used during class time and study hall for instructional purposes only, and always in compliance with the instructor's syllabus guidelines. Use of cell phones, computers, and other electronics will be monitored by the instructors. UVU RISE students are encouraged to exercise professional behavior while engaged in this program. Visiting any inappropriate websites or apps will not be tolerated and will be subject to corrective measures.

Lunch Time Procedures

UVU RISE students will have a 35-minute lunch break each day. Students will be provided a free lunch each day or may bring their own lunch. There will be no refrigeration for lunches.

- A **Tutor Table** is provided at lunch for students to receive extra help and instruction from TAs. If students are missing three or more assignments, they will be asked to visit the Tutor Table at lunch.

Vending Machines and On-Campus Dining

Vending machines are **only** to be used during passing periods and **not** during lunch or class. UVU RISE staff have power to revoke or allow vending machines as they see fit. Vending Machine privileges can be revoked at any time due to bad behavior. Lunch will be provided at no charge. However, on occasion, students may have the option to visit on-campus dining services to purchase lunch. This will be done as a group, and students must always be accompanied by two UVU RISE staff members.

Special Events

On occasion, as part of the study hall period, students will have the opportunity to listen to a variety of presenters and to take tours of different sites around the UVU campus. This will give students the opportunity to learn about the services and activities available on campus. All students will be expected to behave in a respectful, courteous manner. Unacceptable behaviors will be subject to disciplinary action.

Computer Use

Depending on the course curriculum, students may be using UVU computer labs to complete course materials. Each UVU RISE student will be issued a UVU ID log in and password. All of the computers have appropriate firewalls installed, and students will be closely monitored by UVU RISE staff during computer lab sessions. Accessing inappropriate content as defined by the student's school district, will result in corrective measures and may include a report to the student's school district. Additionally, students will have access to grades and other resources through an online program called Canvas. Login information will be given to students during their first year at UVU RISE.

For accessibility information or to request accommodations, please contact the Accessibility Services Department at (801) 863-8747 or AccessibilityServices@uvu.edu. Requests should be made at least one week in advance.