



Policy Title:	Student Performance Issues	No.: 1.08
Approved By:	Director of Dietetics	
Approval Date:	September 1, 2022	Next Review: Spring 2025
Original Version:	August 2006	
Audience:	Students, Practice Education Partners, Faculty and Staff	

Preamble

The UBC Dietetics Program is committed to advancing equity, diversity and inclusion for the Program and dietetics profession, as it relates to the Program’s vision of inspiring learners to advance dietetic practice and food systems. Our core values of justice, integrity, inclusion, collaboration, and community-focus drive our approaches to Program planning, delivery, evaluation, and community engagement.

The Program is located on UBC’s Point Grey Campus, which is situated on the traditional, ancestral, and unceded territory of the xwməθkwəy̓əm (Musqueam). Practice education placements take place on the traditional, ancestral and unceded territories of many Indigenous peoples, in locations throughout present day British Columbia. The Program recognizes the original stewards of these lands, and engages in ongoing efforts towards decolonization of the Program and the dietetics profession.

Abbreviations

BC	British Columbia
ICDEP	Integrated Competencies for Dietetics Education and Practice
LFS	Faculty of Land and Food Systems
the Program	UBC Dietetics Program – Undergraduate
UBC	University of British Columbia

Policy

Student performance expectations are communicated through various methods, such as, admissions processes, course materials, Dietetics Program, LFS and UBC policies. Students are expected to familiarize themselves with relevant policies upon admission to UBC and throughout their time in the Program.



The Program curriculum is aligned with national dietetics entry-to-practice student outcomes, as stated in [ICDEP](#). The Program maps all ICDEP performance indicators to course learning outcomes, to ensure that student learning in the Program is well-connected to ICDEP and that students are assessed on these ICDEP standards consistently throughout the Program.

Student performance in the Program is monitored in accordance with Program policy: [Student Progression and Completion of the Dietetics Program Undergraduate](#). When it has been determined that a student is not meeting performance expectations, the principles and procedures of this policy are followed.

Approaches to Student Performance Issues Management

The role of the UBC Dietetics team, course instructors and practice education preceptors is to support students to implement strategies that will result in performance improvements in the event of performance issues (e.g. not achieving ICDEP, breaches in policy). Student insight and accountability are essential, in order to successfully address identified performance issues.

Students are responsible for (1) actively participating in creating plans to support their learning, and (2) demonstrating performance improvements to course instructors, preceptors and the UBC Dietetics Team (as appropriate). Course instructors and preceptors are resources who can support students to achieve the learning plans they have developed for themselves.

Given that each performance issue situation is unique, the Program will explore a variety of interventions to support student learning. There are operational constraints in the academic and practice education environments; not all possible interventions will be feasible or suitable to implement for every situation.

In the event that documented performance improvement plans are not successful, a student will be terminated from the Program.

The Program utilizes the following principles when addressing student performance issues:

- Early identification of issues – the Program routinely instructs students, UBC faculty/staff and practice education preceptors to communicate any performance concerns to the UBC Dietetics Team as early as possible to support successful resolution.
- Comprehensive assessment – performance issues are complex and require thorough information gathering and assessment. The UBC Dietetics Team conducts a comprehensive assessment of performance issues with the individuals involved in each situation, recognizing that each person involved in a student’s situation has a unique perspective.
- Confidentiality – student performance issues are sensitive. The Program ensures that all conversations with students and others involved (e.g. student peers, preceptors, course instructors) are formally documented and only shared and discussed with those who need to be informed of the situation.



- Consultation – the Program is responsible for monitoring and ensuring acceptable resolution of student performance issues. The Program may involve various units within UBC (e.g. LFS Student Services, Centre for Accessibility) and at practice education placements sites, when addressing student issues.

Practice Education Component of the Program

Operational constraints in placement settings limit the amount of time that can be allocated to practice education placements. Typically, placements cannot be extended beyond the pre-established, scheduled placement length (usually 6 weeks). Students may fail a maximum of 1 practice education placement before they are terminated from the Program.

Procedure

Action	Who	When
1. Assess student performance issues	UBC Dietetics Team	As issues arise
a) Gather information through methods such as, reviewing academic records, reviewing relevant documentation, meeting with student and others involved		
2. Address identified issues	UBC Dietetics Team	Following assessment of issue(s)
a) Determine options for addressing the issue(s), with student and relevant individuals/units		
b) Establish a plan with clear performance expectations and timelines, with student and relevant individuals/units		
c) Prepare documentation of identified issue(s) and plans. Share a copy of documentation with relevant individuals/units		
3. Monitor student progress and ensure that performance issue(s) plan is achieved by agreed-upon timeline	UBC Dietetics Team	At times specified in the student's plan
4. In the event that performance issue(s) have not been resolved by agreed upon timeline, terminate student from the Program. Document and communicate decision to student in writing, including:	Director of Dietetics, with relevant others	As arising
a) Rationale for termination decision		



- | Action | Who | When |
|---|-----|------|
| b) Potential next steps available to student, e.g. transfer to an alternate LFS major, complete additional coursework | | |
| c) Appeals procedures, should student wish to appeal the termination decision. See Program Policy: Student Appeals of Termination Decisions | | |

Reviewed by:

	Action	Date	Status
UBC Dietetics Team	Revise	May 6, 2022	Major revision of previous policy <i>1.08 Student Performance Issues</i>
Director of Dietetics	Review	September 1, 2022	Approved