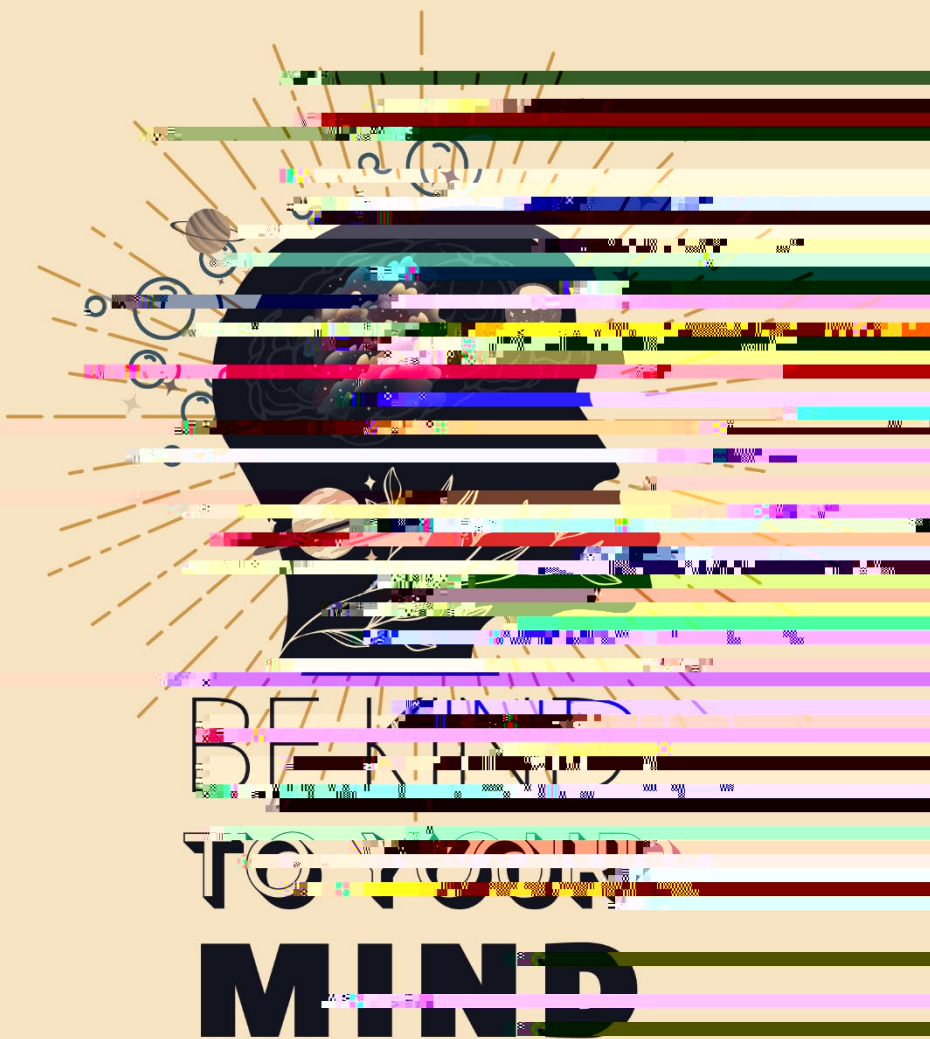


# UBMS ACADEMIC Year Handbook 2023-24



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# ACADEMIC-YEAR COMPONENT 2023-2024

## MESSAGE FROM THE DIRECTOR:

Welcome to the Upward Bound Math Science academic year program. We are excited that you have joined us for this program component. The UBMS program provides fundamental support to participants in their quest to graduate high school, enroll in the college of their choice, and ultimately graduate from that college within six years of high school graduation. All programming efforts will be in-person with some online activities when necessary.

The UBMS program uses a multifaceted approach to building student academic, social and leadership skills. We have decided and research supports that the best mix of activities to promote these goals are:

- Academic Support (Saturday Sessions, Individual Academic Support, & OnTrack Platform)

- Leadership/ Personal Skill Development

- Social/ Cultural Outings

- College Planning and Campus Visits

- Service-Learning Opportunities (Community Service)

- 9 Attend all bi-monthly Saturday Sessions
- 9 Complete monthly OnTrack Modules
- 9 Attend Individual Academic Support (Designated students only)
- 9 Exhibit a positive attitude and put forth serious effort to improve academically and develop personally.

Full participation in the offerings of UBMS is necessary for success. To encourage participation in academic year activities and ensure eligibility for the summer program students must participate in no less than 75% of activities planned for the year. On average, there are 10 monthly activities.

Internal program evaluations have documented that students that meet the above listed expectations and graduate with the Upward Bound Math Science Program have higher college-going rates and graduate from college at higher rates than students that don't. [Help us to help you!](#)

We look forward to working with your family this year. Please don't hesitate to contact any one of our staff members with questions or for assistance. Thanks for entrusting your child to our care. We will take good care of them.

Derrick Veasey,  
UBMS Director

## PROGRAM PROFILE

The Upward Bound TRIO Math-Science (UBMS) is 100% federally funded and hosted by Wichita State University (WSU) in Wichita, Kansas. With the support of WSU and the cooperation of schools throughout Kansas, the program is designed to serve 74 high school students who have the potential to be the first in their family to attend college and earn a four-year degree, preferably in a science or mathematics field.

“The goal of the Program is to help prepare motivated math and science students for the college experience, and to demonstrate the relationship between higher education, responsibility to community, and respect

Naturally, the academic aspect of the Program is critical and is held to the highest standards. Equally important, however, is a students’ ability to contribute to the scholastic and social communities. The Upward Bound environment offers participants appropriate ways of achieving individual goals in a cooperative setting.”

## MISSION & CDDIP

It is the mission of the Upward Bound Math Science to:

- x EDUCATE students with the propensity for study in STEM (Science, Technology, Engineering, or Math) areas for post-secondary.
- x STIMULATE and SUSTAIN interest in STEM careers, and





Progress  
Reports

- Students can provide the UBMS program with a copy of their bi-weekly progress report provided by their school.





Graduates of accredited Kansas high schools under the age of 21 with fewer than 24 transfer credit hours are admitted to a state university if they meet **one** of the following requirements.

- x Achieve an ACT score of 21 or higher, OR
- x Achieve a SAT score of 980 or higher, OR

## LEADERSHIP AND PERSONAL SKILL DEVELOPMENT SERVICES

### SATURDAY SESSIONS

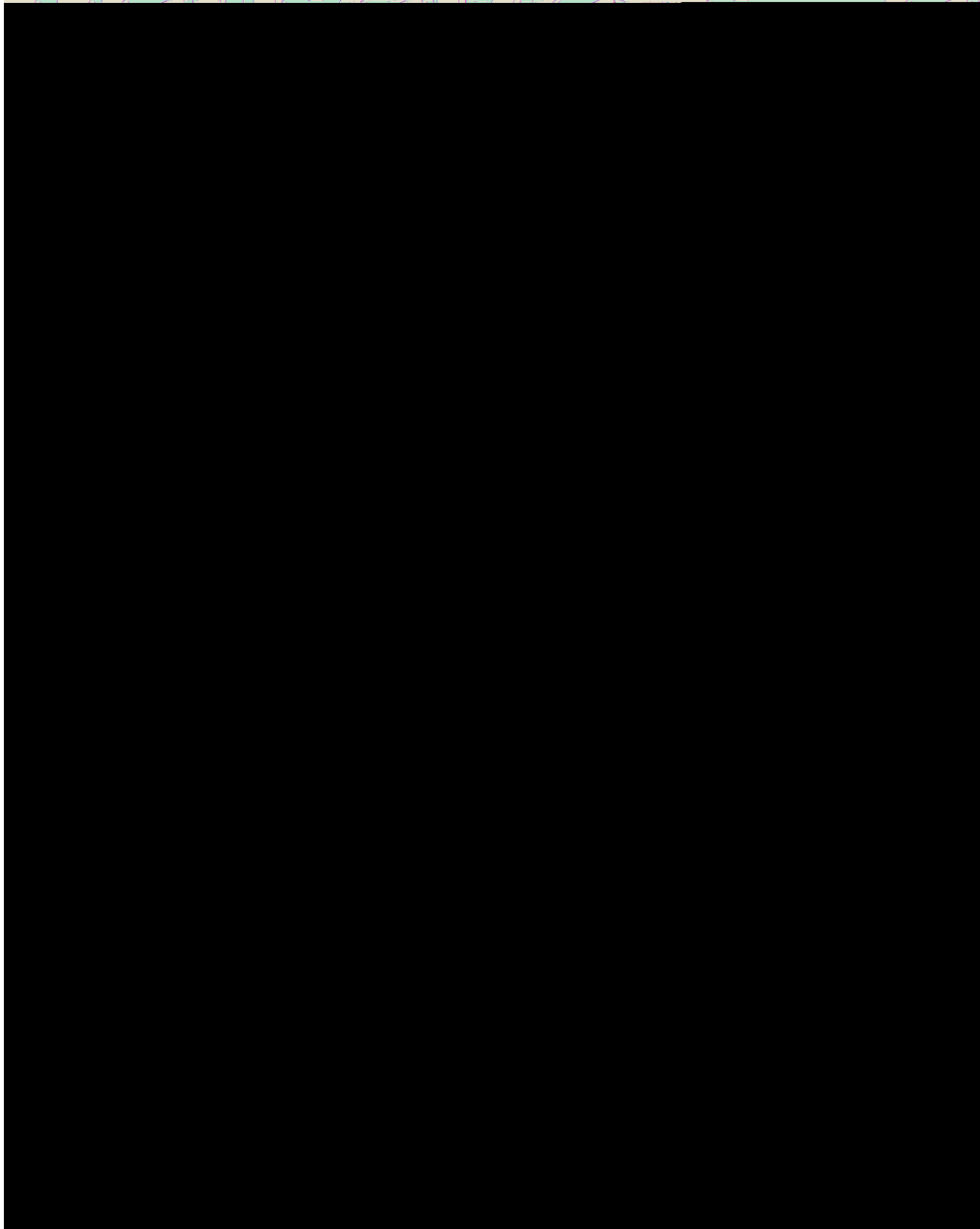
These sessions are held virtually and in person biweekly (refer to your activity calendar for dates and location). Failure to attend regularly could affect student stipend amount and participation in the summer component.

1. Students must attend all Saturday sessions. Parents/Students should notify the office at least 48 hours in advance when they anticipate an absence.
2. Students should arrive on time for all Saturday sessions. Sessions will start at 9:30 AM, therefore students should arrive five (5) minutes early. Attendance is taken at the start of each session.
3. If the session is online, students are required to participate from 9:30 a.m. to 11:00 a.m. In person, students are required to participate from 9:30 a.m. to 12:00 p.m. Any student leaving will be identified as having participated in only a portion of the session. Students leaving early must receive permission to leave from the UBMS staff member on hand.
4. While online, students should follow the online etiquette.
5. Students are required to take notes during speaker presentations.
6. Students are not permitted to leave the premises without staff permission.
7. Students should turn cellular phones to vibrate, and refrain from unauthorized use of electronic devices.
8. Transportation arrangements to and from Saturday sessions are the responsibility of the student and parent(s). Transportation should be secured before attending sessions.

## SATURDAY SESSION SCHEDULE

9:20AM	Continental Breakfast
9:30AM	





**SOCIAL AND CULTURAL OUTINGS** – It is the practice of the UBMS program to provide exposure to community and university cultural events as the budget allows. Students typically enjoy at least two social/cultural activities during each semester. Past activities have included attending community sponsored plays, musical events, and exhibitions. Students are encouraged to suggest activities for UBMS participation.

**IN-SCHOOL VISITS** – The Director, Assistant Director, and Project Advisor make routine visits to high schools and send TRIO programs, both locally and regionally. These visits are both to recruit potential new students as well as to maintain contact with current students.



#### **STUDENT LEADERSHIP**

**CONFERENCES** – Current UBMS students may have the opportunity to represent UBMS at the tristate, regional, and national levels at student leadership conferences or math science symposiums sponsored by TRIO associations.

Students may be chosen based on a written application, behavior to date, UBMS travel opportunities available to them before, and program commitment. An assigned staff member will serve as a chaperone for each conference that UBMS students attend.

**MENTORING OPPORTUNITIES** – Mentor activities are offered because of collaborative efforts with other WSU departments or student organizations. Possible activities for the 2020-2021 academic year include shadow days with the WSU Student Ambassadors and a program with community professionals.



## COLLEGE PLANNING & CAMPUS VISIT SERVICES

**MONTHLY SENIOR MEETINGS** – All UBMS seniors (local) are required to attend the virtual/in-person senior meetings



## STUDENT CODE OF CONDUCT

### UBMS STUDENTS WILL NOT:

...display behavior, which is abusive or threatening to anyone, including physical, psychological and/or sexual harassment.

...steal, abuse and/or deface University and/or Program property and facilities.

...possess, distribute and/or use illegal drugs, alcohol, and/or any form of tobacco.

...possess weapons, explosives, fireworks, and/or any other items that would put anyone at risk of injury and/or death.

...tamper with fire safety equipment.

...gossip or spread rumors about anyone.

...engage in unauthorized Physical Displays of Affection (PDA). Unauthorized PDA includes the touching of any body parts below the shoulders and above the knees. Arms are exempt. Kissing is strictly prohibited and will not be tolerated by the students or the staff.

...hold hands, or otherwise display authorized or unauthorized affection during structured program activities, (i.e., field trips, workshops, classes) or flirt or fraternize with any staff member.

## SEVERE WEATHER POLICY

On occasion, severe weather requires cancellation of activities.

Academic Support and Saturday Sessions will be canceled if the school system and/or Wichita State University cancels classes. People should tune in to local radio and television stations for notification of closings. Students can also check their Facebook page for notices from the staff.

Also, people may call the WSU Inclement Weather Line at 978-6633 for notification. If cancellations have not been made and you consider road conditions to be hazardous, please call the UBMS Office on 978-3316 ahead of time to notify staff of your plans.

**PARENT/GUARDIAN INVOLVEMENT POLICY**



- ¾ Students are to be fully dressed appropriately and presentable any time. Sagging pants and revealing clothes are not acceptable.
- ¾ Skirts and shorts are to be no higher than the length of the student's fully extended arms including fingertips. Both are at the discretion of staff.
- ¾ No halter-tops or midriff shirts of any sort. Students wearing such attire will be asked to change.
- ¾ Students will not be allowed to wear sleepwear.
- ¾ Shoes must always be worn.

## COMPUTER/IPAD POLICY

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### TO PROTECT THE MACHINES AND SOFTWARE, STUDENTS MUST ABIDE BY THE FOLLOWING REGULATIONS:

- f* Using the computer is a privilege. Students must be respectful of the equipment. Students must not abuse or mistreat the machines, software, or manuals.
- f* Students must show good behavior while using the computers, just as they would in any classroom environment. Students must behave and communicate appropriately.
- f* Users shall not play games or use the computer resources for other non-academic activities unless permission has been granted to do so.

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### STUDENTS WILL REFRAIN FROM:

- f* Installing any software on the machines, including games

- f* Acting out around equipment that could be accidentally damaged.
- f* Placing food or drink at any workstation
- f* Downloading any material (programs or program enhancements) from the Internet
- f* Searching the Internet for any pornographic sites
- f* Copying material from a CD-ROM to the hard drive of the computer
- f* Setting up any instant messenger service
- f* Using obscene language, harassing, insulting, or bullying others
- f* Sending or displaying offensive messages or pictures
- f* Violating copyright laws
- f* Creating, viewing, distributing, or storing libelous material (false statements about another person, organization, etc. that could harm theionip1.33 (e)9.2 (p)1.7 (t)-C-4.6 ( c)-.3 .6 ( c))10.9 (t)-4.6 (.9 (a)-



- x RESPECT your fellow peers. Do not disrupt video conferencing meetings or online classroom time.
  
- x EDUCATE yourself by completing your own work. Do not ask peers for copies of their work. DO NOT CHEAT!
  
- x PROTECT



Vandalism is defined as any malicious attempt to harm, modify, and destroy data of another user, Internet, and other networks. Vandalism will result in immediate revocation of all Internet/computer access.

Harassment is defined as any activity specifically designed to annoy, tease, or otherwise distress another user, and is strictly prohibited.

## COVID- 19 PROCEDURES

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### WHAT YOU NEED TO KNOW ABOUT COMING TO CAMPUS:

All individuals (students, employees, visitors) on-site at Wichita State University will be asked to comply with the following health and safety measures:

- x Wash hands often with soap and water for at least 20 seconds. If



## I. DEFINITIONS

**SCHOOL ACTIVITY:** Any school-sponsored endeavor that occurs immediately after the school day is completed. School activities may or may not have a weekend component, but regular practice, research, and team activities require attendance immediately after school is dismissed. Examples of school activities include drama, debate & forensics, sports such as football, basketball, or volleyball, and the various clubs that meet after school.

**CO-CURRICULAR:** These activities may or may not revolve around school. The focus of these activities is on skills-building, personal growth, or education of the student about a topic or interest. Examples of co-curricular events would include church youth groups, participation in the Wichita Youth Symphony, or Wichita Ballet.

**IMMEDIATELY AFTER SCHOOL:** The beginning of the activity, athletic program, or event starts within fifteen minutes of the end of the regular school day.

**EXEMPTION:** Pre-approved permission to be exempt from participation in UBMS program events, such as tutoring, Saturday Session, and Ontrack modules, for a period of the school year due to a conflict with a school-related activity or event.

## II. PROCEDURE

1. Students desiring an exemption from academic assistance, Saturday Session, or community service projects sponsored by Upward Bound Math Science MUST first notify their advisor of their intent to participate in the school, co-curricular, or community service program. The advisor, in consultation with









completed and submitted to the UBMS office, no later than 48 hours of the absence.

- Any students not attending a reasonable amount of required tutoring in a semester will be at risk of not receiving a stipend.

The image shows a screenshot of the PhotoStudy website, which is heavily corrupted with horizontal lines of various colors (red, green, blue, yellow, purple) obscuring much of the content. Visible text includes:

- PhotoStudy
- It's as easy as 1...2...3!
- How to access your FREE tutoring
- FREE tutoring
- problem you need help with
- Stuck on homework problems?
- Get 24/7 live study help within seconds from our tutors. Study help is available in the wait, and you can write your question.
- PhotoStudy is FREE for you as a member of Upward Bound (paid by your school program).
- Enter your email address
- GET THE APP



## ONTRACK MONTHLY MODULES

Students will be required to complete their OnTrack module once a month. OnTrack is an online college and career readiness curriculum designed to help students, parents, counselors, educators, and after-school program staff successfully navigate the post-secondary education obtainment process. Through grade-specific video modules, Ontrack provides 9<sup>th</sup>-12<sup>th</sup> grade students with the knowledge and confidence to complete their high school experience and create a viable post-secondary education plan.

A Snapshot of the OnTrack Curriculum: 9-12th Grade PSE Planning, Preparing and Registering for SAT and ACT tests, Career Research, Identifying Post-Secondary Options, College Visits, Financial Literacy, Completing PSE Applications, Writing College Essays, Completing the FAFSA Process, Identifying Scholarships, Developing Critical Thinking Skills, Building Strong Relationships with School Personnel, and Character Development.

### ONTRACK DUE DATE SCHEDULE: THURSDAYS

September 21st  
October 19th  
November 16th  
December 14th  
January 18th  
February 15th  
March (None)  
April 18th  
May (None)



2. Bring acceptable photo identification. You will not be admitted to the test if your ID does not meet ACT requirements.
3. Bring sharpened, No. 2 pencils with good erasers (no mechanical pencils or ink pens). Do not bring any other writing instruments; you will not be allowed to use them.
4. You may bring a watch to pace yourself, but do not bring a watch with an alarm. During testing your watch must be removed and placed on your desk face up. If your alarm sounds during testing, you'll be dismissed, and your answers will not be scored.
5. Bring a permitted calculator to be used on the mathematics test only. You are not required to use a calculator at all, but if you do, it is your responsibility to know whether your calculator is permitted.
6. Snacks to eat outside the test center on break.

Test Date	Regular Registration Deadline Late Fee Applies After This Date	Late Registration Deadline
September 9, 2023	August 4	August 18
October 28, 2023	September 22	October 6
December 9, 2023	November 3	November 17

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February 10, 2024	January 5	January 19
April 13, 2024	March 8	March 22
June 8, 2024	May 3	May 17
July 13, 2024*	June 7	June 21

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## LEARNING AND STUDY SKILLS SURVEY

All new students are required to complete the Learning and Study Strategies Inventory (LASSI). It is designed to gather information about learning and study practices and attitudes. Upon submission and approval of your institution's number, 60 statements will be presented that relate to your knowledge of these areas.

### STEPS TO COMPLETE THE SURVEY:

1. Visit this link  
<https://www.collegelassi.com/lassi/> OR scan the QR code on the side.
2. The web page will provide directions for taking the survey.
3. After reading the directions you will be asked to enter the following details to continue
  - a. School Number: 82125
  - b. Username: gyaw
  - c.



x Cooperate with TRIO Upward Bound Math-Science staff to



pay a portion of rent or an energy bill. Resources are available from churches in the Kansas counties of Butler, Harvey, Sedgwick, Sumner, and Kingman.

[https://www.needhelppayingbills.com/html/wichita\\_church\\_assistance\\_programs.html](https://www.needhelppayingbills.com/html/wichita_church_assistance_programs.html)

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## KANSAS CITY, KANSAS

Below is our current list of Kansas City food pantries. We not only provide listings of pantries, but we also provide information on: food closets, food banks, soup kitchens, congregate meal locations, food boxes, vouchers, etc. Our comprehensive list of f



poems, or other literary works. Please take the time to submit your written works to Mrs. Berg for publication in the student Spotlight!

**UBMS WEBSITE** – The program website,

The preceding policies and guidelines are by no means comprehensive in scope. They merely serve as the basic code of behavior designed to ensure that all students are safe and benefit from the Program to the fullest. Should you have questions regarding the content of this document, please forward them in writing to the UBMS program director, Mr. Derrick Veasey at 1845 Fairmount, Box 156 Wichita, KS 67260 or [derrick.veasey@wichita.edu](mailto:derrick.veasey@wichita.edu)

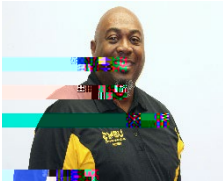
## NOTICE OF NONDISCRIMINATION

Wichita State University does not discriminate in its programs and activities on the basis of race, religion, color, national origin, gender, age, sexual orientation, marital status, and political affiliation, status as a veteran, genetic information or disability. The following person has been designated to handle inquiries regarding nondiscrimination policies: Director, Office of Equal Employment Opportunity, Wichita State University, 1845 Fairmount, Wichita KS 67260-0205; telephone (316) 978-3186.

## NOTICE OF FEDERAL FUNDING

The Upward Bound Math Science UBMS is federally funded by the U.S. Department of Education for \$369,976.00 (2022-2023).

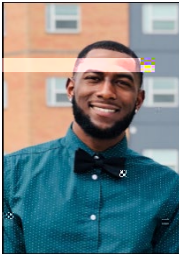
## STAFF DIRECTORY



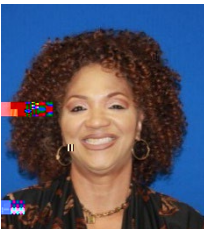
Derrick Veasey  
Director, Upward Bound Math Science  
316.978.3318 (Office)  
314.749.0116 (Cell)



Lorene Berg  
Assistant Director, Upward Bound Math Science  
316.978.5414 (Office)  
316.665.2986 (Cell)



Jordan Winston  
Project Advisor, Upward Bound Math Science  
913.526.0977 (Cell)



Ruby Muiruri  
Administrative Specialist, Upward Bound Math  
Science  
316.978.3316 (Office)