



UNIVERSITY OF CENTRAL FLORIDA

Division of Student Development and Enrollment Services  
Office of the Interim Vice President

**HB 1261 Compliance Plan**  
**University of Central Florida**

*(Remarks presented on November 16, 2021 to the Academic Excellence and Student Success Committee of the University of Central Florida Board of Trustees by Dr. Adrienne Frame, Interim Vice President for Student Development and Enrollment Services)*

HB 1261 was passed during the 2021 legislative session to support undergraduate student career planning and development within the student's first year of enrollment. HB 1261 requires SUS institutions to include a link to the Board of Governors online dashboard on their admissions website by January 1, 2022, and to create an online career planning module for undergraduate students to complete with a hold being placed on the student's registration if they fail to complete the module within their first year of enrollment.

The Board of Governors is currently designing a publicly published online dashboard to assist students and families in making better-informed decisions about educational options and future employment opportunities. The dashboard must present data, by academic discipline, of graduates of state universities, including at least the following information:

- (a) Post-graduation median salary 1, 5, and 10 years after graduation.
- (b) Median student loan debt.
- (c) Debt-to-income ratio.
- (d) Estimated monthly loan payment as a percentage of gross monthly income.
- (e) The percentage of graduates who have continued their education beyond the baccalaureate level.

The online dashboard must be available by January 1, 2022, with a link to the dashboard prominently displayed on each state university's office of admissions website.

HB 1261 further requires each state university board of trustees to adopt procedures to connect undergraduate students to career planning, coaching, and related programs during the first academic year of the student's enrollment. Such procedures must be approved by the Board of Governors by March 1, 2022, and include placing a hold on student registration before the end of the first year of each student's enrollment. To lift the hold and register for classes, each student must:

1. Register with the university's career center.
2. Complete a career readiness training module provided by the career center.
3. Be directed to the BOG online dashboard.
4. Affirmatively indicate that the student has been provided with the information required and is aware of the employment and wage prospects for the student's declared major.

Professionals from UCF's Career Center and Center for Experiential Learning are collaborating on the development of a webcourse to comply with the provisions set forward in HB 1261.

To demonstrate students have registered with the university's career center, students will be required to complete their profile in the Handshake system which will be the first part of the webcourse module. Through Handshake students can apply for thousands of internships, jobs and other opportunities, RSVP for career and employment events, and sign-up for on-campus interviews. Students can enter their career interests into Handshake and see relevant positions that may be of most interest to them and use the platform to store their resume, cover letter, and other documents to use for employment or internship applications.

The remainder of the webcourse has four parts including major and career exploration, understanding and communicating career skills, gaining experience, and utilizing other career resources. The content of each of the sections is described as follows:

In the Major & Career Exploration section, students will be introduced to the concept of major exploration based on the individual's values, interests, skills, personality, and academic strengths and exploring the career paths, job prospects and salary expectations associated with selected majors.

The Understanding and Communicating Career Skills section of the webcourse is designed to help students understand the competencies and skills sought by employers in the workforce and strategies to effectively communicate their mastery of those desired skills and abilities through resumes, networking, and interviews.

The Gaining Experience portion of the webcourse will demonstrate how students can build competencies through internships, cooperative education, or work experience programs during their undergraduate career. Opportunities to build desired competencies through engagement in

service learning, undergraduate research, student organizations, and other high impact experiences will also be presented in the section.

The fourth section highlights the importance of utilizing other career resources including working with advisors and peer coaches, leveraging the services of other student support centers, and awareness of other career readiness tools such as the Board of Governors dashboard.

In the fall of 2022, all undergraduate full-time or part-time degree seeking, first time in college students, transfer students, or readmitted students will be automatically enrolled in UCF's Career Readiness and Exploration webcourse. The webcourse will appear in the student's TO DO list through the Registrar's Office and will be one of the required on-boarding items for students to complete as part of new student and transfer Orientation. Reminders will be sent to ensure compliance.

Beginning in the spring of 2023, holds will be placed to prohibit registration for summer and fall 2023 for those students who fail to complete the module and Handshake sign up as required. Career Services and Experiential Learning are responsible for running reports to place and release the registration holds through the Registrar's Office.

UCF's teams are synergistically collaborating on all aspects of our implementation of the requirements of HB 1261 and are prepared to be in full compliance with the legislation by the dates required.