

Proposal III: Course Withdrawal Deadline

Current Senate Rule

Deletions Proposed Additions

5.1.8.2 Time Periods: Any student may withdraw from any class (except for those used to meet the Writing Requirement) during the withdrawal period which is defined as the period prior to and including the: [US: 2/12/82; US: 9/12/94; US 4/10/00]

- a. end of the ~~ninth~~ **eleventh** week for fall or spring semester
- b. third day of the fifth week for eight week summer session
- c. second day of the third week for four week summer session.
- d. second day of the fourth week for six week summer classes.

Students who withdraw within three (3) weeks from the beginning of classes in the fall or spring semester (or a proportionate amount of time in the summer term or other courses of less than a full semester's duration) will have no record of the class appear on their transcripts. [RC: 11/20/87]

Students who withdraw during the remaining portion of the withdrawal period will receive the grade of W which will appear on their transcripts. [US: 9/12/94]

- * The midpoint of the semester is calculated from the first day of classes to the last day of classes, counting only teaching days and not including final exam period. [RC: 2/10/87]

Recommended Change:

Move the University's course withdrawal deadline to the end of the 10th week of the semester

Rationale:

The College of Arts and Sciences proposes to move the University's official course withdrawal deadline from 9th week of the semester (or four days after mid-term) to the end of the 10th week of the semester. Recently, the College instituted a mid-term grading policy, which requires faculty to electronically issue official mid-term grades of D and E to all undergraduate students enrolled in A&S 100- to 500-level classes. The policy was implemented primarily to identify students in academic trouble early on in the semester so that advisors may intervene and offer help. Mid-term grades offer a realistic assessment of student progress, and thus enable individuals to make fully informed decisions as to whether to continue on or withdraw from a course (research has shown that self-reported data are usually inflated and inaccurate).

However, under UK's current course withdrawal policy (see below), there is less than a week (traditionally two to four days) by the time mid-term grades are given and posted before the official withdrawal deadline. This truncated timeline hampers students' ability to talk with their advisors, faculty and parents and make a thoughtful decision about remaining in the class. These decisions often have ramifications with regards to financial aid and insurance agreements.

In order to allow students enough time to make these academic decisions, it strongly recommended that the deadline for withdrawing from a class be moved from the 9th week in the semester to the end of 10th week of the semester.

Finally, in so doing, University policy would be more in line with its benchmark institutions (see attached chart).

Current Policy:

“Any student may withdraw from any class during the withdrawal period which is defined as the period prior to and including the:

- a) end of the ninth week for fall or spring
- b) third day of the fifth week for the eight week summer session
- c) second day of the third week for four week summer session”

Chart 1. Benchmark data on course withdrawal deadlines.

Benchmark Institution	SPRING 2006 Semester/QTR Dates	Semester/Quarter in Weeks	Last Day to Withdraw	Semester Week of Reporting	Mid-Term Grades
University of Illinois	Jan 17th - May 3rd	15.2 weeks	March 31st	10th week	Yes
University of Iowa	Jan 17th - May 8th	16 weeks	April 3rd - 17th	12th week	Yes - Grades lower than C-
University of Maryland	Jan. 25th - May 11th	16 weeks	April 11th	11th week	Yes
University of Michigan	Jan. 5th - April 18th	Quarter System	March 21st		No mid-term grades
University of Minnesota	Jan. 17th - May 13th	16 weeks	March 27th	10th week	Yes
University of North Carolina - Chapel Hill	Jan. 6th - May 1st	16.2 weeks	March 14th	9th week	Yes - 1st year undergraduates
University of Virginia	Jan. 18th - May 2nd	15 weeks	Varies by college		No mid-term grades
University of Washington	Jan. 3rd - March 10th	Quarter System	Friday, of the eight week of the quarter		No mid-term grades
University of Wisconsin - Madison	Jan. 17th - May 5th	15.4 weeks	April 14th	12th week	Yes
University of Kentucky	Jan. 11th - May 5th	16.3 weeks	March 10th	9th week	Yes

University of Kentucky Senate Admissions and Academic Standards Committee

From: Senate Admissions and Academic Standards Committee (Joe Sottile (Chair), Kenneth Calvert, Raphael Finkel, Larry Gottlob, Lee Ann Jung, Peggy Piascik, Glenn Telling)

To: Sheila Brothers, Office of the Senate Council

Date: October 22, 2007

The following proposals have been reviewed by the University Senate Admissions and Academic Standards Committee.

College of Arts and Sciences

Proposal 1: Degree Application Deadline for Undergraduate Students

Approved with no modifications

Proposal 2: Automate the Repeat Option

Approved with no modifications

Proposal 3: Course Withdrawal Deadline

This proposal contains information that contradicts the rationale. The rationale suggests changing the withdrawal deadline from the 9th week (i.e., four days after midterm) to the end of the 10th week. The proposal recommends a withdrawal deadline at the end of the 11th week; therefore, the rationale should be modified to avoid confusion, if possible.

Note: this proposal would change the withdrawal date to the end of the 11th week for all University of Kentucky students, including the first-time, full-time students, who now have a later withdrawal date than other students.

Approved with no modifications

Minutes of the Arts & Sciences Educational Policy Committee
<http://www.as.uky.edu/Admin/Faculty/educationpolicycommittee.aspx>

The Educational Policy Committee convened at 12:30 p.m. on Tuesday, Oct. 31, 2006 in 245 Patterson Office Tower with chair, Steve Voss, presiding.

Members present:

Humanities: David Bradshaw, David Olster, Doug Slaymaker
Mathematical and Natural Sciences: Phil Bonner, Paul Howell, Zhongwei Shen
Social and Behavioral Sciences: Jonathan Golding, Jim Hougland, Steve Voss
Student Representative: Nicolas Badre
Ex-officio: Steve Hoch, Leonidas Bachas
Guests: Ted Fiedler, Anna Rueda, Kirsten Turner, Cindy Iten

4) A&S proposals to the EPC were considered and approved. The EPC asked that the "Current Policy" and "Proposed Policy" with alternate language be provided in all three proposals.

- a) Phil Bonner moved to approve the proposal to change the University degree application deadline. Paul Howell seconded. The motion carried unanimously.
- b) David Bradshaw moved to approve the proposal to automate the repeat option with the language stating how the new rule will read. Jonathan Golding seconded. The motion carried unanimously.
- c) Jonathan Golding requested that the actions taken and results of student intervention from mid-term grade reporting be provided to the Education Policy Committee.

Jonathan Golding moved to amend the proposal to change the withdrawal deadline from the 9th week of the semester to the 11th week. Nicolas Badre seconded. The motion carried unanimously.

Doug Slaymaker moved to approve the proposal as amended. Nicolas Badre seconded. The motion carried unanimously.

Brothers, Sheila C

From: Lindsay, Jim D.
Sent: Tuesday, May 15, 2007 6:24 PM
To: Brothers, Sheila C
Cc: Anderson, Heidi Milia; McMahan, Adrienne
Subject: HCCC Transmittal - Three Proposals from A&S
Attachments: Standardize Degree App Deadline_Complete.pdf; Course Withdrawal Deadline Change_Complete.pdf; Automate Repeat Option Process_Complete.pdf

May 15th, 2007

T R A N S M I T T A L

TO: Sheila Brothers
Senate Council

FROM: Jim Lindsay
Health Care Colleges Council

At its meeting on May 15th, 2007, the Health Care Colleges Council approved and recommends approval of the following by the Senate Council:

Arts & Sciences

1. Change in Repeat Option
Amendment: HCCC recommends that students talk to advisor as a departmental process rather than mandated in Senate Rules.
2. Change in Course Withdrawal Deadline
3. Request to Standardize Degree Application Program

Attached are the materials to implement these requested actions.

Jim

CC: Heidi Anderson
Adrienne McMahan

Jim Lindsay
Health Care Colleges Council Coordinator
Associate Provost for Faculty Affairs Office
University of Kentucky, 205 Frazee Hall
Lexington, KY 40506-0031 Ph. (895) 323.6638
www.uky.edu/Provost/AcademicCouncil/council.php

9/19/2007

RECEIVED

MAR 09 2007

OFFICE OF THE
SENATE COUNCIL



The Graduate School
Ezra Gillis Bldg
Lexington KY 40506-0033
Fax: (859) 323-1928
www.research.uky.edu/gs/

TO: Kaveh Tagavi, Chair
Senate Council

FROM: Jeannine Blackwell, Dean
The Graduate School

Jeannine Blackwell
Digitally signed by Jeannine Blackwell
DN: cn=Jeannine Blackwell, o=UK,
ou=University of Kentucky, ou=Graduate
School, email=jeannine_blackwell@ky.edu
date: 2007.03.08 15:46:11 -0500

RE: Policy Change Proposal: Course Withdrawal Deadline

Graduate Council considered the proposal from the College of Arts and Sciences to extend the deadline for withdrawal from a course with a "W" grade from the 9th week of the semester (or 4 days after midterm) to the 11th week of the semester. Although this deadline shift will not impact graduate students as much as undergraduates, Graduate Council voted unanimously on March 8, 2007 to support the change.

We also recommend that you clarify if this proposal is for 11 calendar weeks (including breaks) or 11 class attendance weeks.

Graduate Council understands that this change may help in the effectiveness of undergraduate advising.



UNIVERSITY OF KENTUCKY

D r e a m • C h a l l e n g e • S u c c e e d

RECEIVED

FEB 20 2007

OFFICE OF THE
SENATE COUNCIL

ASSOCIATE PROVOST FOR UNDERGRADUATE EDUCATION

Undergraduate Council

Transmittal

February 6, 2007

The following courses and/or proposals are recommended for approval:

College of Agriculture

Minor in Sustainable Agriculture

- SAG 101 Introduction to Sustainable Agriculture (new)
- SAG 201 Cultural Perspectives on Sustainability (new)
- SAG 395 Research in Sustainable Agriculture (new)
- SAC 397 Apprenticeship in Sustainable Agriculture (new)
- SAC 490 Integration of Sustainable Agriculture Principles (new)
- PLS 386 Plant Production Systems cross listed as SAG 386

AEC 424 Principles of Environmental Law (change)

College of Arts & Sciences

- ANT 338 Economic Anthropology (change)
- CHE 525 Bioanalytical Sensors (new)

- 1) Proposal to change the University degree application deadline as follows:
 - November 30 – Last day to file an application for May graduation
 - April 30 – Last day to file an application for August graduation
 - June 30 – Last day to file an application for December graduation

2) Proposal to change the University's course withdrawal deadline to the end of the 11th week of the semester.

- 3) Automate the process to file a repeat option by making a change in the current senate rule – "A student exercising the repeat option must notify the Office of the Registrar"

Prior to this meeting these proposals were circulated to undergraduate College Deans for their review. Although there was one objection, the Council did not feel that it was a compelling argument and **recommends approval** of all three.

College of Engineering

General Engineering major for new freshmen. By designating students as UNEN (undeclared in Engineering) students can enroll in the College of Engineering without declaring a specific major.

The Council has no objections to the proposed change in Engineering Standing Requirements.

100 Funkhouser Building • Lexington, Kentucky 40506-0054

(859) 257-3027 • fax (859) 323-1932

www.uky.edu/ugs

An Equal Opportunity University

UNIVERSITY SENATE ROUTING LOG

Proposal Title:

change the withdrawal deadline

<http://www.as.uky.edu/Admin/faculty/viewdocs/University%20Senate/>

Name/email/phone for proposal contact:

Adrienne McMahan, Asst. Dean of Student Affairs, College of A&S, 257-8712 mcmahan@email.uky.edu;

Steve Hoch, Dean, College of A&S, 257-8354, Steven-Hoch@uky.edu

Instruction: To facilitate the processing of this proposal please identify the groups or individuals reviewing the proposal, identify a contact person for each entry, provide the consequences of the review (specifically, approval, rejection, no decision and vote outcome, if any) and please attach a copy of any report or memorandum developed with comments on this proposal.

Reviewed by: (Chairs, Directors, Faculty Groups, Faculty Councils, Committees, etc)	Contact person Name (phone/email)	Consequences of Review:	Date of Proposal Review	Review Summary Attached? (yes or no)
A&S Advising Center	Adrienne McMahan 7-8712 mcmahan@email.uky.edu	approved	10/17/06	no
A&S Educational Policy Committee (EPC)	Steve Voss, Chair, EPC 7-4313 dsvoss@uky.edu	approved	10/31/06	yes
HCCC	Heidi Anderson	Approved	5/15/07	

RECEIVED
FEB 20 2007
OFFICE OF THE
SENATE COUNCIL