

University of Kentucky Senate Admissions and Academic Standards Committee

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

To: Sheila Brothers, Office of the Senate Council

Date: May 22, 2008

The following proposal has been reviewed by the University Senate Admissions and Academic Standards Committee:

Make the Difference Suggestion #167 - Make the last day to add a class and the last day to drop a class...the same day

The committee has reviewed this proposal and believes that it has merit. A distinct advantage is that it would provide more opportunities for students to add courses during the proposed drop/add period. However, one area of concern that the committee discussed is that the change may cause more W grades to appear on a student's transcript. Therefore, if the change were to be made, students would have to be well informed of the new drop deadline. Another issue that arose was that the proposal did not define which day of the semester should be the add/drop deadline.

Because of these issues, the committee decided that it would be best to form an ad hoc committee in the 2008 Fall Semester to develop a clear proposal from the concept presented in the *Make the Difference Suggestion*. It is anticipated that members of the committee would include (but not be limited to) representatives from the Admissions and Academic Standards Committee, the Provost's office, Central Advising, the Registrar's office, and the SGA president. The charge of the committee will be to establish the merit of a coincident Drop/Add period and determine the deadlines for each of the academic sessions.

MAKE THE DIFFERENCE
SUGGESTION #167

Make the last day to add a class and the last day to drop a class without it appearing on the student's transcript the same day.

Current situation::

Last day to add a class for spring 07: January 17, 2007

Last day to drop a class without it appearing on the student's transcript for spring 07: January 31, 2007
(The last day to drop a class is always two weeks following the last day to add a class for fall and spring terms; closer together for intersession and summer terms.)

- Classes are at a premium for fall and spring terms. Freshmen and transfer students who come in the summer to a late advising conference in July or August frequently take classes only because they are available, not because the students want or need them. This affects the climate of classroom learning; it affects retention; and it is poor PR for the University of Kentucky. (See attachments for the relationship of a late advising conference to retention.)
- Most classes begin fully subscribed. Yet many students drop their classes at a time when it is too late for other students to add. A prime example of this occurrence is freshman level mathematics classes below the level of Calculus I. Students clamor to get into these classes. Every term nearly every such class is full. And yet, a few weeks into the term, many students have dropped the very classes others need. But it is too late for the others to add those empty seats.
- Dropping classes after the last day to add sometimes makes students part time. They may find that they must drop a class for any number of reasons. Some examples are: time conflict with a new job, change in long term career plans, and lack of academic preparation in the subject. Their scholarship, or their financial aid, or their dad could require them to be full time. Consequently, they either do not drop the class, sometimes remaining in it only to do poorly, or they drop the class and as a result delay time to graduation because they cannot add another class.

Anticipated Results of Suggestion:

- Students who pad their schedules by purposefully signing up for more classes than they really plan on taking could not significantly obstruct others from getting those seats.
- Students would find that if the last day to drop and to add were the same day that this would make intuitive sense.
- High demand and initial enrollment classes would continue more fully enrolled.
- Student retention and time to graduation would be positively impacted.

4 attachments

UK Office of Institutional Research

**Performance of Students on Several Key Indicators
Non-International First-time, Full-time, Degree-Seeking Students
By Month of Scheduled Advising Conference**

Advising Conference Month=2June

	First Fall Enrollment	First Fall to First Spring Retention		First Fall to Second Fall Retention		First Fall to Third Fall Retention		First Fall to Fourth Fall Retention		Four Year Degree Completion		Five Year Degree Completion		Six Year Degree Completion		HS GPA	ACT Comp	First Fall UK GPA	First Year UK GPA	
	N	N	%	N	%	N	%	N	%	N	%	N	%	N	%	Mean	Mean	Mean	Mean	
Cohort																				
1996	747	695	93.04	613	82.06	556	74.43	535	71.62	222	29.72	417	55.82	477	63.86	3.44	23.93	2.7	2.8	
1997	617	581	94.17	530	85.90	478	77.47	458	74.23	202	32.74	373	60.45	420	68.07	3.46	23.82	2.8	2.8	
1998	703	652	92.75	585	83.21	527	74.96	506	71.98	238	33.85	408	58.04	451	64.15	3.45	23.62	2.7	2.9	
1999	448	427	95.31	379	84.60	340	75.89	321	71.65	151	33.71	263	58.71	289	64.51	3.50	23.59	2.8	2.9	
2000	1012	953	94.17	842	83.20	773	76.38	731	72.23	353	34.88	598	59.09	659	65.77	3.53	23.68	2.9	3.0	
2001	1174	1090	92.84	987	84.07	913	77.77	874	74.45	409	34.84	701	59.71			3.58	23.56	2.8	2.9	
2002	1300	1216	93.54	1082	83.23	967	74.38	923	71.00	459	35.31					3.53	23.47	2.9	2.9	
2003	877	826	94.18	726	82.78	664	75.71	636	72.52							3.60	23.74	2.9	3.0	
2004	1131	1064	94.08	931	82.32	841	74.36									3.57	23.76	2.9	2.9	
2005	1350	1256	93.04	1113	82.44											3.58	23.82	2.9	2.9	
2006	1331															3.53	23.52	2.8		

Note: Rates in this report will vary slightly from other sources

**Performance of Students on Several Key Indicators
Non-International First-time, Full-time, Degree-Seeking Students
By Month of Scheduled Advising Conference**

Advising Conference Month=3July

	First Fall Enrollment	First Fall to First Spring Retention		First Fall to Second Fall Retention		First Fall to Third Fall Retention		First Fall to Fourth Fall Retention		Four Year Degree Completion		Five Year Degree Completion		Six Year Degree Completion		HS GPA	ACT Comp	First Fall UK GPA	First Year UK GPA	
	N	N	%	N	%	N	%	N	%	N	%	N	%	N	%	Mean	Mean	Mean	Mean	
Cohort																				
1996	1250	1154	92.32	982	78.56	854	68.32	824	65.92	297	23.76	629	50.32	716	57.28	3.40	23.90	2.6	2.7	
1997	1471	1348	91.64	1174	79.81	1068	72.60	1026	69.75	356	24.20	786	53.43	897	60.98	3.44	23.88	2.7	2.7	
1998	1456	1339	91.96	1170	80.36	1048	71.98	1003	68.89	368	25.27	763	52.40	874	60.03	3.46	23.82	2.7	2.8	
1999	1638	1500	91.58	1328	81.07	1186	72.41	1132	69.11	455	27.78	885	54.03	979	59.77	3.51	23.79	2.7	2.8	
2000	1192	1072	89.93	909	76.26	833	69.88	771	64.68	308	25.84	591	49.58	672	56.61	3.46	23.47	2.7	2.8	
2001	1187	1080	90.99	912	76.83	821	69.17	768	64.70	291	24.52	573	48.27			3.49	23.59	2.6	2.7	
2002	1515	1372	90.56	1127	74.39	976	64.42	928	61.25	344	22.71					3.45	23.03	2.6	2.7	
2003	1835	1689	92.04	1435	78.20	1279	69.70	1193	65.01							3.53	23.64	2.7	2.8	
2004	1953	1745	89.35	1477	75.63	1289	66.00									3.47	23.43	2.6	2.7	
2005	1637	1439	87.90	1178	71.96											3.47	23.92	2.6	2.7	
2006	1885															3.38	22.95	2.4		

Note: Rates in this report will vary slightly from other sources

**Performance of Students on Several Key Indicators
Non-International First-time, Full-time, Degree-Seeking Students
By Month of Scheduled Advising Conference**

Advising Conference Month=4August

	First Fall Enrollment		First Fall to First Spring Retention		First Fall to Second Fall Retention		First Fall to Third Fall Retention		First Fall to Fourth Fall Retention		Four Year Degree Completion		Five Year Degree Completion		Six Year Degree Completion		HS GPA	ACT Comp	First Fall UK GPA	First Year UK GPA
	N		N	%	N	%	N	%	N	%	N	%	N	%	N	%	Mean	Mean	Mean	Mean
Cohort																				
1996	71		62	87.32	45	63.38	36	50.70	35	49.30	9	12.68	23	32.39	29	40.85	3.13	22.27	2.3	2.4
1997	62		50	80.65	38	61.29	32	51.61	32	51.61	7	11.29	18	29.03	22	35.48	3.00	23.08	2.4	2.5
1998	45		39	86.67	30	66.67	27	60.00	24	53.33	12	26.67	20	44.44	20	44.44	3.40	23.31	2.6	2.7
1999	57		51	89.47	36	63.16	33	57.89	33	57.89	13	22.81	23	40.35	24	42.11	3.29	24.14	2.3	2.5
2000	57		47	82.46	43	75.44	37	64.91	31	54.39	13	22.81	22	38.60	25	43.86	3.36	22.63	2.5	2.6
2001	61		48	78.69	42	68.85	36	59.02	33	54.10	11	18.03	20	32.79			3.26	23.10	2.1	2.6
2002	52		43	82.69	32	61.54	33	63.46	30	57.69	7	13.46					3.44	23.75	2.6	2.7
2003	47		43	91.49	32	68.09	28	59.57	23	48.94							3.29	22.53	2.4	2.6
2004	55		42	76.36	30	54.55	30	54.55									3.31	22.75	2.0	2.2
2005	58		47	81.03	39	67.24											3.41	23.55	2.4	2.6
2006	82																3.22	22.42	2.2	

Note: Rates in this report will vary slightly from other sources

UNIVERSITY CALENDAR
10-30-06 Version

2007 Fall Semester

August 1	Wednesday - Deadline for application for Early Decision Program, College of Medicine, for the 2008 Fall Semester
August 1	Wednesday - Last day for students in the Employee Educational Program registered through August 1 to submit EEP form to Human Resource Services to confirm 2007 Fall Semester registration and tuition waiver
August 8	Wednesday - Deadline for applying to The Graduate School for readmission, post-baccalaureate status, and visiting student status for the 2007 Fall Semester
August 14-20	Tuesday through Monday - Fall registration for students who entered the University in either the 2007 Four-Week Intersession or Eight-Week Summer Session
August 14-20	Tuesday through Monday - Registration for new program graduate students
August 16-20	Thursday through Monday - Fall registration for new post-baccalaureate students admitted for the First Summer Session, Second Summer Session or Fall Semester
August 17	Friday - Advising Conference and Registration for new international students
August 18-21	Saturday through Tuesday - KY Welcome for all new undergraduate students
August 20	Monday - Advising Conference and Registration for new freshmen and transfer students including registration for Evening and Weekend
August 20-21	Monday - Tuesday - Opening-of-term add/drop for registered students
August 21	Tuesday - Advising Conference and Registration for readmission, and non-degree students including Evening and Weekend
August 21	Tuesday - Last day a student may officially drop a course or cancel registration with the University Registrar for a full refund of fees
August 22	Wednesday - Payment deadline of registration fees and/or housing and dining fees-if total amount due is not paid as indicated on the account statement, a late payment fee of 1.25% of the amount past due will be assessed
August 22	Wednesday - First day of classes
August 22-	Wednesday through Tuesday - Late registration for returning students who did not priority register and new applicants cleared late for admission. A late fee is assessed students who register during this time period
August 28	
<u>August 28</u>	<u>Tuesday - Last day to add a class for the 2007 Fall Semester</u>
August 28	Tuesday - Last day to officially withdraw from the University or reduce course load and receive an 80 percent refund

UNIVERSITY CALENDAR
10-30-06 Version

2007 Fall Semester

August 28 Tuesday - Last day for students in the Employee Educational Program who registered and/or changed schedules after August 1 to submit EEP form to Human Resource Services to confirm 2007 Fall Semester registration and tuition waiver

September 3 Monday - Labor Day - Academic Holiday

September 12 Wednesday - Last day to drop a course without it appearing on the student's transcript

September 12 Wednesday - Last day to change grading option (pass/fail to letter grade or letter grade to pass/fail; credit to audit or audit to credit)

September 19 Wednesday - Last day to officially withdraw from the University or reduce course load and receive a 50 percent refund

September 20 Thursday - Last day for filing an application for a December degree in college dean's office

September 20 Thursday - Deadline for submission of application and all required documents to the Office of Undergraduate Admission and University Registrar for change of residency status for 2007 Fall Semester

October 1- November 21 Monday through Wednesday - Students are prohibited from changing academic majors

October 4 Thursday - Last day for doctoral candidates for a December degree to submit a Notification of Intent to schedule a final examination in The Graduate School

October 5 Friday - Fall Break - Academic Holiday

October 15 Monday - Deadline for submission of application and all required documents to the Office of Admissions for undergraduate applicants planning to attend November Advising Conference (including registration for spring classes)

October 15 Monday - Midterm of 2007 Fall Semester

October 19 Friday - Last day to withdraw from the University or reduce course load. Students can withdraw or reduce course load after this date only for "urgent non-academic reasons."

October 29- November 21 Monday through Wednesday - Priority registration for the 2008 Spring Semester

November 1 Thursday - Deadline for completed AMCAS application, College of Medicine, for the 2008 Fall Semester

November 15 Thursday - Last day for candidates for a December degree to schedule a final examination in The Graduate School

November 16 Friday - 2008 Spring Semester Advising Conference for new and readmitted undergraduate students

November 22-24 Thursday through Saturday - Thanksgiving - Academic Holidays

UNIVERSITY CALENDAR
10-30-06

2008 Spring Semester

- January 7-8 Monday and Tuesday - Opening-of-term add/drop for registered students
- January 8 Tuesday - Advising conference and Registration for readmission and non-degree students including registration for Evening and Weekend
- January 8 Tuesday - Last day a student may officially drop a course or cancel registration with the University Registrar for a full refund of fees
- January 9 Wednesday - First day of classes
- January 9-16 Wednesday through Wednesday - Late registration for returning students who did not priority register and new applicants cleared late for admission. A late fee is assessed students who register during this time period
- January 15 Tuesday - Deadline for submission of all application materials, College of Medicine, for the Fall 2008 Semester
- January 15 Tuesday - Last day to add a class for the 2008 Spring Semester**
- January 15 Tuesday - Last day to officially withdraw from the University or reduce course load and receive an 80 percent refund
- January 15 Tuesday - Last day for students in the Employee Educational Program who registered and/or changed schedules after December 6 to submit EEP form to Human Resource Services to confirm 2008 Spring Semester registration and tuition waiver
- January 21 Monday - Martin Luther King Birthday - Academic Holiday
- January 22 Tuesday - Payment deadline of registration fees and/or housing and dining fees Wednesday -if total amount due is not paid as indicated on the account statement, a late payment fee of 1.25% of the amount past due will be assessed
- January 30 Wednesday - Last day to drop a course without it appearing on the student's transcript**
- January 30 Wednesday - Last day to change grading option (pass/fail to letter grade or letter grade to pass/fail; credit to audit or audit to credit)
- February 1 Friday - Deadline for international applications to be submitted to The Graduate School for the 2008 Fall Semester
- February 1 Friday - Preferred deadline for submitting application for admission to the College of Dentistry for the 2008 Fall Semester
- February 6 Wednesday - Last day to officially withdraw from the University or reduce course load and receive a 50 percent refund
- February 7 Thursday - Last day for filing an application for a May degree in college dean's office
- February 7 Thursday - Deadline for submission of application and all required documents to the Office of Undergraduate Admissions and University Registrar for change of residency status for 2008 Spring Semester

UNIVERSITY CALENDAR
10-30-06 Version

2008 Four-Week - First Summer Session

March 1	Saturday - Applications available to apply for financial aid for the first summer session and/or the second summer session
March 15	Saturday - Priority filing deadline for financial aid for the first summer session and/or the second summer session
April 7	Monday - Deadline for applying for admission to a program in The Graduate School for the 2008 Four-Week Summer Intersession. Applications for readmission, post-baccalaureate status, and visiting student status will be accepted after the deadline
April 15	Tuesday - Final deadline for submission of application and all required documents to the Office of Admissions for undergraduate admission for the 2008 first summer session
April 22	Tuesday - Deadline for applying to The Graduate School for readmission, post-baccalaureate status, and visiting student status for the 2008 first summer session
April 29- May 5	Tuesday through Monday - First summer session registration and add/drop continue for students enrolled in the 2008 Spring Semester
May 5	Monday - Beginning of College of Pharmacy 15-Week Summer Term
May 5	Monday - Advising Conference and Registration for new and readmitted students
May 5	Monday - Deadline for applying for admission to a program in the Graduate School for the 2008 Eight-Week Summer Session. Applications for readmission, post-baccalaureate status, and visiting student status will be accepted after the deadline
May 6	Tuesday - Last day a student may officially drop a course or cancel registration with the University Registrar for a full refund of fees
May 6	Tuesday - First day of classes
May 6-7	Tuesday through Wednesday - Late registration for returning students not already registered and new applicants cleared late for admission. A late fee is assessed students who register late
<u>May 7</u>	<u>Wednesday - Last day to add a class for the 2008 First summer session</u>
May 7	Wednesday - Last day to officially withdraw from the University or reduce course load and receive an 80 percent refund
May 7	Wednesday - Last day for students in the Employee Educational Program to submit EEP form to Human Resource Services for tuition waiver for the 2008 First summer session
<u>May 12</u>	<u>Monday - Last day to drop a course without it appearing on the student's transcript</u>
May 12	Monday - Last day to change grading option (pass/fail to letter grade or letter grade to pass/fail; credit to audit or audit to credit)

UNIVERSITY CALENDAR
10-30-06 Version

2008 Eight-Week - Second Summer Session

March 1	Saturday - Applications available to apply for financial aid for the 4 week and/or the 8 week summer term(s)
March 15	Saturday - Priority filing deadline for financial aid for the 4 week and/or the 8 week summer term(s)
April 29- June 5	Tuesday through Thursday - Eight-Week Summer Session registration and add/drop continue for students enrolled in the 2008 Spring Semester
May 5	Monday - Deadline for applying for admission to a program in The Graduate School for the 2008 Eight-Week Summer Session. Applications for readmission, post-baccalaureate status, and visiting student status will be accepted after the deadline
May 14- June 4	Wednesday through Wednesday - Eight-Week registration and add/drop for students who entered the University in the 2008 Four-Week Intersession
May 15	Thursday - Final deadline for submission of application and all required documents to the Office of Admissions for undergraduate admission for the 2008 Eight-Week Summer Session.
May 21	Wednesday - Deadline for applying to The Graduate School for readmission, post-baccalaureate status, and visiting student status for the 2008 Eight-Week Summer Session
May 28	Wednesday - Last day for doctoral candidates for an August degree to submit a Notification of Intent to schedule a final examination in The Graduate School
June 3-4	Tuesday and Wednesday - Registration for new graduate students
June 4	Wednesday - Advising Conference and Registration for new and readmitted students including registration for Evening and Weekend
June 4	Wednesday - Deadline for submission of application and all required documents to the Office of Undergraduate Admission and University Registrar for change of residency status for the Eight-Week Summer Session
June 5	Thursday - Last day a student may officially drop a course or cancel registration with the University Registrar for a full refund of fees
June 5	Thursday - First day of classes
June 5-6	Thursday through Friday - Late registration for returning students not already registered and new applicants cleared late for admission. A late fee is assessed students who register late
June 6	<u>Friday - Last day to enter an organized class for the 2008 Eight-Week Summer Session</u>
June 6	Friday - Last day to officially withdraw from the University or reduce course load and receive an 80 percent refund

UNIVERSITY CALENDAR
10-30-06 Version

2008 Eight-Week - Second Summer Session

June 6	Friday - Last day for students in the Employee Educational Program to submit EEP form to Human Resource Services for tuition waiver for the 2008 Eight-Week Summer Session
June 15	Sunday - Deadline for international applications to be submitted to The Graduate School for the 2008 Spring Semester
June 16	<u>Monday - Last day to drop a course without it appearing on the student's transcript</u>
June 16	Monday - Last day to change grading option (pass/fail to letter grade or letter grade to pass/fail; credit to audit or audit to credit)
June 16- July 18	Summer Advising Conferences for new freshmen, Community College transfers, advanced standing (transfer) students, auditors, non-degree and readmitted students enrolling for the 2008 Fall Semester
June 19	Thursday - Last day to officially withdraw from the University or reduce course load and receive a 50 percent refund
June 20	Friday - Last day for filing an application for an August degree in college dean's office
June 22	Sunday - Payment deadline of registration fees and/or housing and dining fees - if total amount due is not paid as indicated on the account statement, a late payment fee of 1.25% of the amount past due will be assessed
July 4	Friday - Independence Day - Academic Holiday
July 9	Wednesday - Last day to withdraw from the University or reduce course load. Students can withdraw or reduce course load after this date only for "urgent non-academic reasons."
July 9	Wednesday - Last day for candidates for an August degree to schedule a final examination in The Graduate School
July 10	Thursday - Midterm of 2008 Eight-Week Summer Session
July 14	Monday - Deadline for applying for admission to a program in The Graduate School for the 2008 Fall Semester. Applications for readmission, post-baccalaureate status, and visiting student status will be accepted after the deadline
July 23	Wednesday - Last day for candidates for an August graduate degree to sit for a final examination
July 23	Wednesday - Deadline for applying to The Graduate School for readmission, post-baccalaureate status, and visiting student status for the 2008 Fall Semester.
July 30	Wednesday - Last day for students in the Employee Educational Program who registered through July 30 to submit EEP form to Human Resource Services to confirm 2008 Fall Semester registration and tuition waiver
July 31	Thursday - End of 2008 Eight-Week Summer Session
July 31	Thursday - Last day for candidates for an August degree to submit a thesis/dissertation to The Graduate School
July 31	Thursday - Final Examinations
August 4	Monday - Final deadline for submission of grades to the Registrar's Office by 12 noon
August 16	Saturday - End of College of Pharmacy 15-Week Summer Term

Brothers, Sheila C

From: Brothers, Sheila C
Sent: Wednesday, June 13, 2007 10:42 AM
To: Early, Suanne; Turner, Kirsten; 'mike.mullen@uky.edu'; Hackbart, M; 'nbj@pop.uky.edu'; Lane, Derek R; 'krbrya2@uky.edu'; 'kpwes1@email.uky.edu'; Deger, Stephen C; 'Eric Anderman'; 'Rosetta Sandidge'; Hancher, Donn E; 'G.T. Lineberry'; 'g.maschio@uky.edu'; 'srstew01@uky.edu'; 'dbakert@uky.edu'; 'clelam1@pop.uky.edu'; 'jane.harrison@uky.edu'; Norton, James C; Brockopp, Dorothy Y; Anderson, Heidi Milia; Lubawy, William ; Yokel, Robert ; 'lindajouridine@uky.edu'; 'jsw@uky.edu'; 'Karen Badger'; Ford, Janet P; Blackwell, Jeannine; 'Cibulka, James G'; Diedrichs, Carol P; Gonzalez, Lori S; Hoch, Steven; Hoffman, Kay S; 'Johnson, David'; 'Kirschling, Jane Marie'; LaRoche, Adrea S.; Lester, Thomas W; Mohny, David; Perman, Jay A; Roberts, Kenneth; Shay, Robert; Smith, M S; Sudharshan, Devanathan; Turner, Sharon P; Vestal, Allan; Wyatt, Stephen W
Cc: Preston, Alison; 'Adolph, Patricia Ann'; Bachas, Leonidas; Dennis, Terry; 'Doss-Patterson, Elizabeth'; Farley, Hannah M; 'Fister, Becky'; Flanagan, Rebecca; 'Galvin, Lisa'; Hanson, Roxie; 'Haynes, Ginni'; 'Hisel, Amy'; 'Hutsell, Kaleetha'; Keys, Sharon; Lawson, Brandy; Menifee, Louise; Morris, Samantha J; Nikou, Roshan ; Osborne, Sherree; Phillips, Julie A; 'Poole, Marie'; Serdyuk, Marina V; 'Shapla, Anne-Marie'; Spires, Marla
Subject: Make Add/Drop Same Day-Suggestion
Attachments: MTD Suggestion No.167_Complete.pdf; MTD SC Minutes Snippet 3-26-07.doc

Good morning, all! There is a proposal that has found its way to the Senate Council without going through the normal administrative channels. Therefore, *the purpose of this email is to ensure that all colleges have a chance to review this proposal* before it goes to cmte in early fall 2007.

Our office received a suggestion from UK's [Make the Difference](#) program to make the last day to drop a class the same day as the last day to add a class. The attached proposal offers additional details and a rationale for the proposal.

The Senate Council reviewed this proposal at its meeting on March 26 of this year. (Please find attached a snippet of that meeting's minutes regarding the discussion on the proposal.) The SC ultimately voted to send this to the Senate's Admissions and Academic Standards Committee. Prior to that, however, we would like to receive input from all the colleges about this suggestion. This proposal will be sent to the A&AS Cmte when the fall semester begins.

You are encouraged to disseminate this information to your colleges' curriculum committees, etc. I ask that if a college chooses to offer input, ONE communication is sent to me with a final opinion.

If you have comments on this, please send them to me by **Wednesday, August 1**.

Thank you,
Sheila

Sheila Brothers
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Brothers, Sheila C

From: Davis, Joanne
Sent: Wednesday, June 13, 2007 2:41 PM
To: Brothers, Sheila C
Subject: proposal on add/drop dates

Sheila - I'm speaking only for myself but I see this proposal as a good move to help students make better choices about courses. I understand the concerns, but I think it's a matter of re-education of students and faculty about course selection.

*Joanne Davis
Pre-Nursing Advisor
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Lexington, KY 40536-0232
859-323-6135
FAX 859-323-1057*

Brothers, Sheila C

From: Fortner, Gail

Sent: Wednesday, June 13, 2007 2:55 PM

To: Brothers, Sheila C

Sheila – Suanne Early sent a copy of the add/drop proposal to the UK Advisor's Network. The Network was asked to send in responses to this proposal several months ago, before it was sent to the Senate. Was my response and suggestions, or any others, sent in with the proposal? I know that I disagreed with the proposal and sent in my reasons for leaving the rule and deadline dates as they are now. Changing the date to withdraw from a class is not going to stop a student from padding their schedule while they work out the other areas of their lives. Students drop classes for many reasons, most of which are out of their control. Students add classes that fit their schedule, even though it may not be their first choice of class, but this isn't always a bad thing. They often enjoy the class. Also, many "unpopular" courses (such as 8:00 am courses) will fill up because students didn't get their first choice (10 or 11:00 am). The problem is not the add/drop dates, the problem is that not enough sections of classes are offered. Why doesn't UK give the Colleges the resources to offer enough classes so that students don't have to "pad" their schedules? Why don't Colleges offer classes at different times of the semester; classes offered the first 8 weeks and the last 8 weeks instead of the entire semester? Gail Fortner, Director of Student Services

From: UKADVNET - University of Kentucky Advising Network [UKADVNET@LSV.UKY.EDU] on behalf of Bradley, Robert L [rbrad@EMAIL.UKY.EDU]

Sent: Friday, June 15, 2007 12:18 PM

To: UKADVNET@LSV.UKY.EDU

Subject: Re: Make Add/Drop Same Day-Suggestion

Suanne,

I have a concern that this penalizes the student who really tries to take a significant hourly load and may find it too difficult and has to drop. Under this system that student takes a "W". We don't want to penalize good students trying to do the right thing. I think we should look at some of the universities in the country that have the best retention and graduation and see how they handle drop/add. This would give us comparison information and a model to replicate.

Thanks.

Bob

Bob Bradley

Associate Athletics Director/Student Services

University of Kentucky

(859) 257-8799

rbrad@email.uky.edu

From: UKADVNET - University of Kentucky Advising Network [mailto:UKADVNET@LSV.UKY.EDU] **On Behalf Of** Early, Suanne

Sent: Wednesday, June 13, 2007 1:38 PM

To: UKADVNET@LSV.UKY.EDU

Subject: FW: Make Add/Drop Same Day-Suggestion

From: Brothers, Sheila C

Sent: Wednesday, June 13, 2007 10:42 AM

Good morning, all! There is a proposal that has found its way to the Senate Council without going through the normal administrative channels. Therefore, *the purpose of this email is to ensure that all colleges have a chance to review this proposal* before it goes to cmte in early fall 2007.

Our office received a suggestion from UK's [Make the Difference](#) program to make the last day to drop a class the same day as the last day to add a class. The attached proposal offers additional details and a rationale for the proposal.

The Senate Council reviewed this proposal at its meeting on March 26 of this year. (Please find attached a snippet of that meeting's minutes regarding the discussion on the proposal.) The SC ultimately voted to send this to the Senate's Admissions and Academic Standards Committee. Prior to that, however, we would like to receive input from all the colleges about this suggestion. This proposal will be sent to the A&AS Cmte when the fall semester begins.

You are encouraged to disseminate this information to your colleges' curriculum committees, etc. I ask that if a college chooses to offer input, ONE communication is sent to me with a final opinion.

If you have comments on this, please send them to me by **Wednesday, August 1**.

Thank you,
Sheila

Sheila Brothers
Office of the Senate Council
Administrative Coordinator
203E Main Building, -0032
Phone: (859) 257-5872
Fax: (859) 257-8375

Brothers, Sheila C

From: Johnson, J D
Sent: Tuesday, June 19, 2007 2:37 PM
To: Brothers, Sheila C
Subject: FW: Make Add/Drop Same Day-Suggestion

Sheila,

In the absence of faculty during the summer I consulted with my unit heads (who talked to their nine-month faculty that were available.

As you can see they were unanimous in their opposition to this proposal.

J. David Johnson
jdavid.johnson@uky.edu

From: Lane, Derek R
Sent: Thursday, June 14, 2007 4:24 PM
To: Harrington, Nancy; Hunt, Cathy S; Barnes, Beth E; Johnson, J D; Barnes, Beth E; Cathy Hunt; Janice; Nancy Harrington; Sineath, Timothy W
Subject: RE: Make Add/Drop Same Day-Suggestion

That makes four of us.

-Derek

Derek R. Lane, Ph.D.
Associate Dean for [Graduate Programs in Communication](#)

From: Harrington, Nancy
Sent: Thursday, June 14, 2007 4:23 PM
To: Hunt, Cathy S; Barnes, Beth E; Johnson, J D; Barnes, Beth E; Cathy Hunt; Lane, Derek R; Janice; Nancy Harrington; Sineath, Timothy W
Subject: RE: Make Add/Drop Same Day-Suggestion

That makes three of us. --Nancy

From: Hunt, Cathy S [<mailto:cshunt00@email.uky.edu>]
Sent: Thu 6/14/2007 3:53 PM
To: Barnes, Beth E; Johnson, J D; Barnes, Beth E; Cathy Hunt; Lane, Derek R; Janice; Nancy Harrington; Sineath, Timothy W
Subject: RE: Make Add/Drop Same Day-Suggestion

I agree with Beth---I don't think this is a good idea. I believe the Drop date should remain where it is. --Cathy Hunt

From: Barnes, Beth E [<mailto:bbarnes@email.uky.edu>]
Sent: Thursday, June 14, 2007 1:06 PM
To: Johnson, J D; Barnes, Beth E; Cathy Hunt; Lane, Derek R; Janice; Nancy Harrington; Sineath, Timothy W
Subject: RE: Make Add/Drop Same Day-Suggestion

In effect, this would mean cutting short the time students have to decide whether or not to drop a class,

10/15/2007

because it's not feasible to push back the add deadline – students who late add end up having to really struggle to make up the missed work as it is now. So, for the drop and add deadlines to be the same, the drop deadline would need to be moved up. I think it's more fair to students to leave it as it is now – more time to decide whether or not a course really is for them before getting out of that course becomes a series of headaches.

Beth

From: Johnson, J D [mailto:jdavid.johnson@uky.edu]

Sent: Thursday, June 14, 2007 12:56 PM

To: Barnes, Beth E; Cathy Hunt; Lane, Derek R; Janice; Nancy Harrington; Sineath, Timothy W

Subject: FW: Make Add/Drop Same Day-Suggestion

In the absence of faculty council, I would like to know your reaction if any?

J. David Johnson
jdavid.johnson@uky.edu

Brothers, Sheila C

From: Novak, Karen
Sent: Wednesday, June 27, 2007 11:11 AM
To: Brothers, Sheila C
Cc: Turner, Sharon P
Subject: FW: Make Add/Drop Same Day-Suggestion
Attachments: MTD Suggestion No.167_Complete.pdf; MTD SC Minutes Snippet 3-26-07.doc

Dear Sheila,

Dean Turner passed your request for input from our faculty to me earlier this month. So far I have only had 4 responses – three favorable and the one expressing concerns. Those concerns are listed below – I deleted the name so the response could remain anonymous. These seem to be valid points. Should I receive any additional input, I will let you know prior to the August 1 deadline.

Best,
Karen Novak

Karen,

As to the attached suggested changes, I will speak more from a parent's perspective than a faculty.

My concerns are:

1. How does making the drop/add deadline the same day going to help kids who are blocked from getting a necessary course? That would be utter chaos on the online course enrollment website for that day!! If we are really being proactive for the students, the drop deadline should precede the add deadline, giving the students who want to get into a certain course a chance to sign up after another student drops the course.
2. I agree that waiting 2 weeks into the semester to add a course is quite a delay in catching up on material already presented. The nature of the course material can dictate whether this will work or not. Also, ultimately the student, along with input from the faculty, should decide if it is possible.
3. From my children's experiences, course changes have occurred for the following reasons such as the following:
 - a. The graduate student teaching the course spoke such poor English that the course had to be changed
 - b. Grading methods in the course were too subjective due to open critiquing of personal views, style and content (writing, visual arts, religion) The only alternative was to drop the course as soon as this was discovered.
 - c. Language course level recommendations were wrong. (There are no placement tests for language courses such as Latin, Hebrew, etc.)
 - d. Course sections had to be changes due to poor instructional methods by graduate students.Perhaps these situations such as these will give more latitude to the discussions.

From: College of Dentistry Faculty [mailto:DENTALFACULTY@LSV.UKY.EDU] **On Behalf Of** Turner, Sharon P
Sent: Thursday, June 14, 2007 7:57 AM
To: DENTALFACULTY@LSV.UKY.EDU
Subject: FW: Make Add/Drop Same Day-Suggestion

Faculty:

Please review the material attached. If you have comments, please forward them to Dr. Karen Novak so that she can collect all comments from the COD and send forward together.

Sharon

Brothers, Sheila C

From: Lubawy, William
Sent: Thursday, July 19, 2007 12:51 PM
To: Brothers, Sheila C
Subject: FW: Make Add/Drop Same Day-Suggestion

Sheila,

Here is a response from one of our staff who deals with these students all the time.

Thanks for asking.

WCL

William C. Lubawy, Ph.D., Associate Dean for Academic Affairs
College of Pharmacy, University of Kentucky,
Lexington, KY 40536-0082; 859 257-5304 lubawy@uky.edu

From: Thomas, April
Sent: Thursday, July 19, 2007 12:11 PM
To: Lubawy, William
Subject: RE: Make Add/Drop Same Day-Suggestion

I agree with what they are saying and I think it's a pretty good idea. Most students know they need to drop a class within the first couple of classes, so I think the earlier cut off for dropping would be ok, and it would allow students who need/want the class to get in it rather than having to wait a semester or two. I will say though, that sometimes there aren't enough class meetings to know – for example a Monday or Tuesday night class since UK starts on a Wednesday. So, I am wondering what date they will use for the add/drop last day. Somewhere in the middle of the two dates would be good - the last day to add is usually just after the first week of class, and the last day to drop is about a month into the semester. You don't want to add a class too late into the semester, but you want to have a good idea of whether or not you should drop a class also. Additionally, the date that you drop a class has impact on tuition rates. How will that be dealt with? Also, if you can no longer drop a class after a certain point, this should eliminate Ws on transcripts...??? I ask this because the last date to drop actually says "the last day to drop without the course appearing on your transcript."

~~~~~  
*April Thomas*

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**From:** Lubawy, William  
**Sent:** Wednesday, July 18, 2007 11:20 PM  
**To:** Thomas, April  
**Subject:** FW: Make Add/Drop Same Day-Suggestion

April,  
Have any thoughts on this? Sounds pretty rational on first glance.  
Bill

William C. Lubawy, Ph.D.  
Associate Dean for Academic Affairs  
College of Pharmacy, University of Kentucky  
Lexington, KY 40536-0082 Ph 859-257-5304

## Brothers, Sheila C

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**From:** Hoch, Steven  
**Sent:** Friday, June 15, 2007 12:34 PM  
**To:** Brothers, Sheila C  
**Subject:** FW: Make Add/Drop Same Day-Suggestion

-----Original Message-----

From: McMahan, Adrienne  
Sent: Friday, June 15, 2007 12:27 PM  
To: Hoch, Steven  
Subject: RE: Make Add/Drop Same Day-Suggestion

I am not in favor of it. At the very least, I would like to recommend consideration be postponed until we have had time to work with students during a reasonable time frame. It will affect our proposal but I'm unsure as to the specifics. Students will be outraged but this change. It is a drastic change and will have unknown consequences and I would rather see how the other new retention steps we're taking this year play out first.

Adrienne McMahan  
Assistant Dean, Undergraduate Affairs  
College of Arts and Sciences

-----Original Message-----

From: Hoch, Steven  
Sent: Friday, June 15, 2007 12:22 PM  
To: McMahan, Adrienne  
Subject: RE: Make Add/Drop Same Day-Suggestion

So are you in favor or not.

Steven L. Hoch  
Dean  
College of Arts and Sciences

-----Original Message-----

From: McMahan, Adrienne  
Sent: Friday, June 15, 2007 12:05 PM  
To: Hoch, Steven; Turner, Kirsten; Bachas, Leonidas; Noe, JoLynn  
Subject: FW: Make Add/Drop Same Day-Suggestion

- 1) August 22 to August 28 students can add courses.
- 2) August 22 to September 12. September 12 is the last day to drop without it appearing as a grade of W on the transcript.
- 3) Beginning Sept. 13 until the last drop to withdraw, Oct. 19, student will receive a W. The Oct. 19 deadline is the one we want moved to Nov. 2.

Yes, this request does not appear to affect our Withdrawal request. What it does is give students less time to make a decision to stay in the class or not. I can see an increase in petitions requesting exceptions where the W does not appear on their record. We will either have fewer students at the mid-term to contact because they withdrew quickly or we may have more because now they might as well stay since they are going to get a W grade regardless. The original deadlines were to give students more time to make a decision. This new deadline is suggesting that students will "commit" early on. I am concerned about having such a dramatic change at the same time we are trying to offer a policy that gives advisors the time they need to assist students. Obviously if they get out quickly, we don't have much work to do but time to graduation may be extended.

Adrienne McMahan  
Assistant Dean, Undergraduate Affairs  
College of Arts and Sciences  
<http://www.as.uky.edu/Admin/>