

Central Connecticut State University

UNIVERSITY SENATE ACTION

Senate Motion Number FS 10.11.034B

TO: President Jack Miller

FROM: President of the University Senate

1. The attached motion of the University Senate, dealing with: **Academic Standards-Course Withdrawal Policy** is presented to you for your consideration. ✓
2. This motion was adopted by the University Senate on 5/9/2011.
3. After considering this motion, please indicate your action on this form, and return it together with the original copy to the President of the University Senate.
4. Under the By-Laws of the University Senate, Section 3.8, the following schedule of action is to be observed.
 - a) By 5/12/2011, Senate action reported to the President of the University. (Within five school days of the session in which they are adopted).
 - b) By 5/27/2011, the President of the University to return the motion to the President of the Senate. (Within ten school days of its receipt).

5/11/2011

Date

BBarr for CBarrington

Candace Barrington, President, University Senate

BB for CB

ENDORSEMENT:

TO: President of the University Senate

FROM: President Jack Miller

1. Motion Approved : _____ ✓
2. Motion Disapproved: _____ (Explanatory statement must be appended).
3. Action "is deferred": _____
4. Resolution Noted: _____
5. Other: _____

5/24/11

Date

John W Miller

President Jack Miller

Chair's Report from Academic Standards Committee

To: Candace Barrington, President of Faculty Senate
From: Jaclyn Geller, Chair, Academic Standards

Presented here is the proposal that was considered and approved by the Academic Standards Committee at our April 26th meeting.

COURSE WITHDRAWAL POLICY PROPOSAL

1. Add – Drop week remains as is. Students may drop by the end of the 3rd week with no *indication of this on their transcript.*

~~2. During a student's time at the University, the student is limited to a total of 5 course withdrawals. This does not include any semesters in which the student must withdraw from all courses due to extenuating circumstances (i.e., University Withdrawal/Leave of Absence).~~

[ITEM 2 IS DELETED, AS PER MOTION ON SENATE FLOOR MAY 9, 2011]

3. Students may withdraw from a course from the beginning of the 4th week of the semester until the end of the 12th week of classes by completing and submitting the Course Withdrawal Form at the Registrar's Office.

4.4. A student seeking to withdraw after the 12th week of class and until the last day of classes must present documentation of extenuating circumstances for his or her request and submit a *Withdrawal after Week 12 Form* with the signatures of the instructor of the course and the chair of the department in which the course is taught. If the request is approved, the student will receive a grade of "W." Similar to the *Course Withdrawal Form* described above, the *Withdrawal After Week 12 Form* will advise students of possible ramifications of course withdrawal and will include the statements/sample language outlined above.

Respectfully Submitted

Jaclyn Geller (English)
Chair, Academic Standards Committee