



To: Interim VCAA and Provost Elisha Baker,
University of Alaska Anchorage

Fr: Kimberly Swiantek,
UAA Governance Office

Re: Summer Add/Drop Deadlines

On November 2, 2012 the Faculty Senate approved the following joint motion from UAB and GAB:

Motion: To accept new summer add/drop deadlines.

Issue

Add/drop deadlines for summer were historically established by the Office of the Registrar and have never been approved by faculty. With the removal of the 50% refund and the increasing numbers of “miscellaneous” part of term courses these dates are frequently called into question.

Considerations

- Having multiple deadlines is confusing for students, faculty, and staff and is difficult to enforce.
- There is strong belief that students should be able to attend one class period before being financially accountable for course.
- Banner cannot produce different add/drop dates for every scenario.

Proposal

Add/Drop Deadline for any summer course will be one week after the published start date. (i.e. class begins June 12, students may drop through 5 p.m. June 19th and get full refund. Students may also add through June 19th assuming faculty approval).

Faculty approval will be required for all classes after the first class meeting. Even if space is available, faculty will need to approve a student adding the class.



Withdrawal deadline will be the 3rd Friday of first and second five week term. All courses with a start date prior to June 10th will be held to the first withdrawal deadline, all other summer courses will be held to the second.

If I may be of further assistance, please let me know.

Provost

Approved Disapproved

Comments:

E. Baker

06/11/2012

Elisha Baker, Interim VCAA and Provost

Date

Chancellor

Approved Disapproved

Comments:

Tom Case

7 NOV 2012

Tom Case, Chancellor

Date