




EASTERN KENTUCKY UNIVERSITY

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Office of Academic Affairs and Research
Assistant Vice President
Enrollment Management

SSB CPO 63
521 Lancaster Avenue
Richmond, Kentucky 40475-3163
(859) 622-3047 Fax (859) 622-1479

TO: Council on Academic Affairs

FROM: Edward J. Keeley, Ph.D.
Interim Assistant Vice President
Enrollment Management 

DATE: July 14, 2006

RE: Proposed Changes to Withdrawal Policy

I wish to put forward the attached proposal for the Council on Academic Affairs' consideration.

This proposed change to the withdrawal policy is intended to benefit students and faculty, and ultimately to enhance student success and persistence.

Thank you for your consideration.

Attachments





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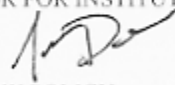
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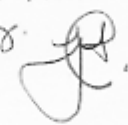
Academic Affairs and Research
Enrollment Management
Office of the Registrar
(859) 622-2320, FAX (859) 622-8031

www.eku.edu

M. Tina Davis, Interim, Registrar
SSB CPO 58, 521 Lancaster Avenue
Richmond, KY 40475-3158
Tina.Davis@eku.edu

TO: E.J. KEELEY, INTERIM ASSISTANT VICE PRESIDENT FOR ENROLLMENT MANGAGMENT
AND EXECUTIVE DIRECTOR FOR INSTITUTIONAL EFFECTIVENESS

FROM: TINA DAVIS, INTERIM REGISTRAR 

SUBJECT: PROPOSED CHANGES TO WITHDRAW POLICY *cl concur with Tina's suggested
Change in policy.* 

DATE: 06/09/06

RATIONALE

Current policy requires faculty to provide undergraduate students with a midterm grade no later than the 7th week of a full semester, with the student's deadline for withdrawing falling one week later. Often this requires faculty to make determinations of student progress based upon less than half a term's worth of work. Additionally, the current timing gives students only one week to contemplate the grade, seek advice, and/or attempt to meet with their instructor before the university deadline to withdraw.

Also note that in October of the year Fall Break occurs during the one week that exists between submission of midterm grades and the withdraw deadline; increasing any difficulty students may face in scheduling meetings with advisors or instructors to discuss any academic dilemma. In the Spring term should the student desire to use Spring Break to contemplate course options with their parents it would be too late as the withdraw deadline will have just passed.

Our research has revealed that withdraw deadlines vary widely at other institutions, falling everywhere from the 8th week to the last day of class. A deadline of the 10th week of class in a regular term is not uncommon. The proposal below has the support of Enrollment Management units as it is believed to better serve the needs of our students.

PROPOSAL

1. The deadline for submission of full semester midterm grades for undergraduate students will be the Sunday of the 8th week of classes.
2. The deadline for submission of midterm grades for partial term classes, (i.e. a duration less than the regular 16 week terms), will be the halfway point of that partial term, as determined by the Registrar.
3. The university deadline for withdrawing from classes will be the Friday of the 10th week of classes for a regular full semester.
4. The deadline for withdrawing from partial semester classes will be prorated accordingly by the Registrar.

