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SR-90-91-(105)257 (SCW)

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STUDENT CONDUCT & WELFARE COMMITTEE
Recommendation

SR-90-91-(105)257 (SCW)

To approve the attached proposal on general guidelines for priority in registration.

FACULTY SENATE PRESIDENT:

APPROVED
BY SENATE: Kathryn Cheyuk DATE: 4/25/91

DISAPPROVED
BY SENATE: _____ DATE: _____

UNIVERSITY PRESIDENT:

APPROVED: Rob Faulstich DATE: _____

DISAPPROVED: _____ DATE: _____

COMMENTS:

Amended on the Senate floor.

ad hoc committee membership be recommended
by the Chair of Student Conduct & Welfare
Committee and approval by the Provost.

SR-90-91-(105)257 (SCW)

REPORT

SUBCOMMITTEE ON SPECIAL GROUP REGISTRATION

INTRODUCTION

The subcommittee on special group registration was formed at the request of the Faculty Senate to investigate and establish policy whereby students meeting specific requirements might be granted the right to register in advance of the student body as a whole. This was originally designated as priority registration. Since the term "priority registration" is already in use to describe the registration period in which currently enrolled students are allowed to register in advance of in-coming students, the subcommittee resolved to designate its charge as special group registration. By this, we mean special advance registration privileges granted to groups of students whose special situation warrants their having first choice of course sections. Groups of students qualifying for special group registration will be permitted to register in advance of other currently enrolled students, who will continue to register in advance of in-coming students.

CRITERIA FOR SPECIAL GROUP REGISTRATION

The subcommittee reached a consensus on the following criteria which any group of students must meet in order to qualify for special group registration:

1. The group of students (or their representative) must demonstrate that their reasons for requesting special group registration are significantly different from those of large numbers of other students on the campus.
2. The group of students (or their representative) must demonstrate that the factors they present as constraints on the scheduling of their classes are beyond their control or that of the academic department or other university unit to which they belong.

Currently only students who are physically challenged or who are certified as learning disabled appear to meet these criteria.

Discussion: The subcommittee examined the reasons given by various groups who have in the past received special registration privileges. It was found that in cases except those cited above, the needs of the students did not differ in any significant way from the needs of large numbers of other students on campus, nor had other avenues been explored for solving scheduling conflicts.

The subcommittee considered the following reasons why some groups in the past had been granted special registration privileges:

1. Because of off-campus commitments resulting from collaborative programs developed with outside entities. The example discussed was the collaborative program between Marshall's School of Nursing and St. Mary's Hospital.

The subcommittee determined that in this instance, only nursing majors were required to take the required on-campus courses, and that it was therefore incumbent upon the School of Nursing to schedule the courses around the off-campus courses. The subcommittee also addressed the issue of non-nursing courses required of these students, and determined that it is the responsibility of the academic departments to consult with one another and offer courses at times which meet the needs of a variety of students. The subcommittee further suggests that if such courses can only be offered at limited times, seats in those courses should be reserved for students who cannot take them at anything other than a very specific time. Overloads should be used to meet the needs of these students.

2. Because large groups of students have an extra-curricular activity scheduled at a specific time and therefore must work their schedules around this; further, because special facilities must be reserved for such extra-curricular activities.

The subcommittee determined that in these instances it is the responsibility of the unit sponsoring the events to schedule rehearsals, practice times, etc. around the academic schedule of the University. The subcommittee members were sensitive to the fact that such extra-curricular activities as athletics require large blocks of time for preparation. However, most other students have extra-curricular or off-campus obligations as well. This seems not to constitute a significant difference; nor, since such obligations are voluntary, can they be said to be beyond the control of the students or the university unit sponsoring the activity.

3. Because the unique sequencing of highly structured academic programs may reduce scheduling options for students in those programs.

Many academic programs at Marshall University are rather rigidly sequenced. The subcommittee determined that this does not serve to meet the criteria established by the subcommittee. Again, it is incumbent upon the academic departments to schedule required courses at reasonable times and at a variety of times when possible. Again, it is incumbent upon departments offering service courses to non-majors to offer multiple sections at a variety of times so as to meet the needs of the students. Again, overloads should be reserved for students who cannot take a course at another time.

RECOMMENDATIONS FROM THE SUBCOMMITTEE:

The subcommittee reached consensus on the following recommendations to the Student Conduct and Welfare Committee and the Faculty Senate:

1. That the term special group registration be used consistently to designate the process whereby special groups of students are granted the privilege of registering in advance of other currently enrolled students.
2. That the following criteria be met by any group of students (or SR-90-91-(105)257 (SCW)

their representative) petitioning for special group registration privileges:

- A. The group of students (or their representative) must demonstrate that their reasons for requesting this privilege are significantly different from those of large numbers of other students on the campus.
 - B. The group of students (or their representative) must demonstrate that the factors they present as constraints on the scheduling of their courses are beyond their control or that of the academic or other university unit to which they belong.
3. That the following groups already identified as meeting these criteria should continue to be granted special group registration privileges:
- A. Students who are physically challenged.
 - B. Students who can provide third-party documentation that they are learning disabled [the rationale behind this language is that not all students with certified learning disabilities are enrolled in the H.E.L.P. Program, and not all students wishing to enroll in the H.E.L.P. program can be accepted].
4. That departments should consult one another as to the scheduling needs of their students, and work cooperatively so as to meet these needs.
5. That an ad hoc subcommittee of Student Conduct and Welfare, consisting of at least one representative from the student body, the faculty, and the administration, shall review any requests for special group registration and determine if the criteria for this privilege have been met. In accord with the Faculty Constitution any recommendation from this sub-committee shall be forwarded to the full committee and ultimately to the Faculty Senate for approval.