

4-12-2018

SR-17-18-36 BAPC

Marshall University

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**BUDGET AND ACADEMIC POLICY COMMITTEE
RECOMMENDATION**

SR-17-18-36 BAPC

Recommends that BOG Policy AA-15, section 2.2.1 (attached) be changed to remove references to specific courses.

RATIONALE:

The high-demand courses on the list do not need to be approved by Faculty Senate

FACULTY SENATE CHAIR:

APPROVED BY THE
FACULTY SENATE: Paige Muellerbile DATE: 4/12/18

DISAPPROVED BY THE
FACULTY SENATE: _____ DATE: _____

UNIVERSITY PRESIDENT:
APPROVED: Jerome G. O'Neil DATE: 5.1.18

DISAPPROVED: _____ DATE: _____

COMMENTS:

MARSHALL UNIVERSITY BOARD OF GOVERNORS

Policy No. AA-15 COURSE WITHDRAWAL

1 General Information.

- 1.1 Scope: Academic policy regarding students dropping courses, high demand courses, and withdrawing from the institution.
- 1.2 Authority: W. Va. Code §18B-1-6
- 1.3 Passage Date: March 8, 2006
- 1.4 Effective Date: Upon passage
- 1.5 Controlling over: Marshall University
- 1.6 History: SR 90-91(144)296(ASCR), SR 92-93(127)273(ASCR), SR 96-97(4)70R(BAPC), SR 96-97(17)82(BAPC/SCWC), SR 96-97(53)119B(BAPC)

2 Policy

2.1. Dropping of Courses

- 2.1.1 Dropping a course after the schedule adjustment period requires that a drop form bearing the instructor's signature be submitted to the Registrar's Office. Students on academic probation must have Dean's approval to drop a course. Off campus or night courses may be dropped by mailing a request to drop to the Registrar's Office. The postmark on such a request will be the official date of withdrawal.

2.2 High Demand Course Withdrawal Policy

- 2.2.1 Any student who withdraws during the "W" period from a course identified as a "high demand" course shall not be allowed to pre-register for the course for the following semester. ~~High demand courses include ENG 101, ENG 102, ACC 215, SPN 101, SPN 102, MTH 121, MTH 123, MTH 127, MTH 130, MTH 203, BSC 227.~~ Updated listings of high demand courses are available from the Office of the Registrar.

2.3 Withdrawal from the University

- 2.3.1 Withdrawal from the university is defined as dropping all classes for which a student is registered. Withdrawal requires that a withdrawal form be submitted to the Registrar's office or that a request for withdrawal be mailed to the Registrar's office. The effective date of withdrawal is the date that the withdrawal form is submitted to the Registrar's office. The postmark on mail requests will be the official date of withdrawal.

2.4 Grades Assigned in Cases of Dropping Courses or Withdrawal from the University