

REPORT FOR THE UNIVERSITY SENATE

University Senate Committee: Academic Policies Committee

Brief History of Issue - why the issue is being considered:

UWEC Associate Deans are requesting clarifying language on course registration policy. Associate Deans feel that students should not be enrolling in prerequisite courses after they have already demonstrated knowledge beyond that taught in the course. This turns out to be a difficult practice to block at the registration level, due to nuances in curriculum. A change in the current language would prevent the misuse of this practice by students and help both colleges and departments when dealing with the above-mentioned concern.

Current Catalog Web Page: <https://catalog.uwec.edu/undergraduate/academic-policies-regulations/registration/#text>

Existing Language:

Course Registration Policy

<https://catalog.uwec.edu/undergraduate/academic-policies-regulations/registration/#text>

Overview

New freshmen register in the summer during their freshman orientation sessions.

Late Registration. A student may enroll for full semester courses after the regular registration period but within the first two weeks of classes. (Permission from both the instructor and the advisor is required during the second week of classes.) Thereafter, any registration must be approved by the Associate Dean of the appropriate College.

Change of Registration. After registration, courses may be added or dropped or sections changed under the regulations established for this purpose by faculty policy.

Adding courses. Students who wish to add courses during the first week of classes may do so using CampS. After the first week of classes, students must obtain the Change of Registration form from Blugold Central and return the completed form to that office.

Withdrawing from courses. A student who wishes to withdraw from a full-semester course during the first two weeks of classes (no record of enrollment) may do so on CampS without the instructor's or adviser's signature. After the second week of classes, students must obtain the Change of Registration form from Blugold Central and return the completed form with signatures to that office. Courses that are not a full semester in length, including Winterim and Summer courses, have earlier withdrawal deadlines. These deadlines can be obtained from CampS, or Blugold Central.

A change becomes official only when it has been processed by Blugold Central (See also Withdrawals).

Proposed Language:

Course Registration Policy

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Additional Department or College Restriction. Enrolling in a course that is a prerequisite for a course already passed may be disallowed by the department or college offering the course.

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Commented [JM1]: Full Senate would like to remove "college" from this statement. It was also commented that additional wording should inform students of the "process"

Points Discussed by Committee:

1. Department permissions will still be allowed on a case by case basis.
2. Similar language noted for some courses in catalog, e.g., no credit if taken after or concurrently, but Registrar's office feels it is impossible to include that wording throughout entire catalog.
3. Focus on prerequisite courses only.

Pros of Recommendation:

Proposed policy change allows for continuity with similar language that already exists in catalog. Helps both colleges and departments when dealing with the above-mentioned concern.

Cons of Recommendation:

none

Technology/Human Resource Impact:

None

Committee Recommendation:

The committee approved the change to the University's policy on Course Registration.

MOTION FOR THE UNIVERSITY SENATE

The University Senate Committee: Academic Policies Committee

by a vote of 9 for to 0 against on November 17, 2020 (Date)

Recommends that:

The change to the University's policy on Course Registration starting 2021-2022 AY.

Implementation Date: 21/22 catalog

Signed: _____
Chair of the Committee

Send to: University Senate Office