

The following motion was passed at Faculty Senate meeting #228 on December 4, 2017

MOTION:

The UAF Faculty Senate moves to amend the policy on course withdrawal as follows:

Effective: Fall 2018

Rationale: To date, UAF students have been required to use a paper form to withdraw from a course between the drop deadline and the withdrawal deadline (at which point the student receives a "W") because of the requirement that the student must obtain an advisor's signature. Students have been able to register and add and drop courses using UAOnline since 1998. However, due to limitations of Banner and the fact that it is shared with UAA and UAS, it has not been possible to build a withdrawal workflow that conforms to UAF's mandatory advising model. UAF's paper process stands out as an anachronism in 2017, especially with students who expect to take care of business transactions online. Students who are taking classes at more than one MAU have the experience of being able to withdraw from their UAA and UAS sections without an advisor's signature but not their UAF sections. Students who are taking classes via eLearning still have to get an advisor's signature on a paper form to withdraw from a class. Students who try to withdraw on the deadline date are frustrated to be told they have to track down their advisor, who may or may not be available to meet, and bring the form back. The first day after the deadline, there are always several students queued up at the registrar's office explaining that they couldn't get the signature and get the form back before 5:00 p.m.

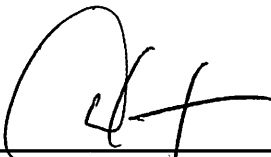
Faculty Senate has been unwavering in its affirmation of the value of mandatory advising for all degree- and certificate-seeking students. This proposal is not intended to abrogate our commitment to that ideal. However, most advisors will agree that we would never actually *deny* students' requests to withdraw; the requirement for advisor approval is more a mechanism to ensure an important conversation happen. This proposal will require students to pause and consider the possible negative ramifications of withdrawing and hopefully will prompt a conversation with an academic or financial aid advisor if they have any question or doubt. We also recognize that we, as advisors, can only urge our students to consider the consequences of their choices. Ultimately, they have the right and the responsibility to make their own decisions regarding course enrollment and withdrawal.

Finally, we wish to update the formal policy language regarding withdrawals to conform with the UA Common Calendar.

DocuSigned by:
Chris Fallen
122BC915EF8746Z
Chris Fallen, UAF Faculty Senate President

The Chancellor: Approves

Disapproves



Daniel M. White, UAF Chancellor

Date: 12/11/17

See the attached policy changes:

BOLD CAPS = Addition
[[]] = Deletion

Part 1

Withdrawing from a Class --

If you withdraw from a class after the **DROP DEADLINE AS ESTABLISHED IN THE UA COMMON CALENDAR** [[third Friday after the first day of instruction]], a grade of "W" will appear on your academic record. The "W" grade does not affect your GPA. The last day you can withdraw from a class is **ESTABLISHED BY THE UA COMMON CALENDAR COMMITTEE AND IS USUALLY THE TENTH** [[the ninth]] Friday after the first day of instruction.

Faculty Initiated Withdrawal/DROP--

If you do not meet the prerequisites for a course in which you have enrolled, or if you have not participated substantially in the course, the faculty member teaching that course has the right to withdraw you from the class by the **WITHDRAWAL DEADLINE AS PUBLISHED IN THE UA COMMON CALENDAR** [[ninth Friday after the first day of instruction]]. If you are withdrawn from a class after the **DROP DEADLINE AS PUBLISHED IN THE UA COMMON CALENDAR (USUALLY THE SECOND** [[third]] Friday after the first day of instruction), a grade of "W" will appear on your academic record. Faculty-initiated withdrawals previous to the **DROP DEADLINE** [[third Friday after the first day of instruction]] will be treated as a dropped class.

Part 2

Allow withdrawing at UAOnline:

Allow students to withdraw using UAOnline, without advisor approval, with the advent of a pop-up that the student must acknowledge before finalizing the withdrawal. The pop-up will describe some of the possible negative consequences of withdrawing, and will encourage the student to meet with their advisor if they have any questions or concerns. Finally, the pop-up will give the student an option to cancel the withdrawal.

Are you certain that withdrawing from a class is the best option for you?

UAF recommends that you consult with your instructor, academic advisor, and financial aid office before withdrawing to understand the possible consequences and to determine if you have other options.

Withdrawing after the add-drop period can impact you in several ways including:

- Receiving a 'W' grade on your transcript.
- You may be required to return financial aid already received.
- You may lose your scholarship.
- You will not receive a refund of tuition or fees owed to the university.
- Impacting your eligibility for on-campus housing
- Impacting your Satisfactory Academic Progress (SAP) position, which may impact future financial aid eligibility.

If you understand the consequences and wish to continue withdrawing from a class at this time, click "I agree." Otherwise, click "Cancel" and contact your academic advisor or the financial aid office for assistance.

<< I AGREE TO WITHDRAW >>

<< CANCEL >>

Part 3

Students in official programs that require a specific minimum number of credits may be blocked from withdrawing online. These students will be required to get special permission from the coordinator of their program in order to withdraw from any classes. Examples of student categories with restricted access to online registration are: student-athletes, international students on F or J visas, and graduate students with TA or RA funding.

[END MOTION HERE]