

MEMORANDUM

SENATE

From. SENATE COMMITTEE ON UNDERGRADUATE STUDIES

COMPUTING SCIENCE DROP REGULATIONS -
Subject. LIMITED ENROLMENT COURSES

Date. JUNE 17, 1982

Action undertaken by the Senate Committee on Undergraduate Studies at its meeting on June 15, 1982 gives rise to the following motion:

MOTION:

"That Senate approve the proposed regulations, as set forth in S.82-72, that when a student drops or withdraws after the first week of classes from a Computing Science course that has been closed due to high enrolment, that student should lose priority for admission to that course in each of the two subsequent semesters.

In extenuating circumstances this regulation may be waived by the Department following written appeal made at the time of withdrawal."

When the proposals were first being made and approved by Senate covering enrolment limitations in Computing Science this topic was included but was not clearly defined and the proposal then made did not receive approval at Senate. At that time Senate approved an amended motion as follows:

"That any student dropping a Computing Science course will be given the warning 'Student advised of low future enrolment priority for this course.' The student will not be allowed to preregister for that course in any of the next two semesters and will be admitted to that course only if space exists during the ADD/DROP period in each of the next two terms. Appeals may be directed to the Chairman of the Department who will ensure that consideration is given as appropriate."

"That the penalty not be applied for drops during the extended course change period (i.e. during the first three weeks of classes)."

Since that time there have been two discussions at SCUS and discussions at the departmental level to develop the most appropriate regulation.

It is intended that when the course guide is being arranged in advance of a specific semester it will include a listing of those Computing Science courses which are to be identified as a limited enrolment course. Students will know in advance of their seeking registration in one of these courses of the regulation set forth above.

It was intended that this regulation be effective for Fall 82-3 and thereafter, but time will not permit this schedule to be met, if adequate notice is to be given to students who might be affected. Therefore, the implementation date will be the Spring semester, 83-1.

SIMON FRASER UNIVERSITY

SCUS 82-19

MEMORANDUM

Mr. H.M. Evans,
Secretary, Senate Committee on
Undergraduate Studies.
Subject: COMPUTING DROP REGULATIONS -
LIMITED ENROLMENT COURSES

From: Dr. T.W. Calvert, Dean,
Faculty of
Interdisciplinary Studies.
Date: May 20, 1982.

SCUS has approved in principle a proposal from the Computing Science Department to change the regulations relating to the loss of registration priority after dropping a limited enrollment course. SCUS requested more specific information on how appeals will be handled. After discussion in the Faculty Curriculum Committee, Dr. Harrop has proposed some specific wording to describe the appeal procedures. This has my concurrence.

The wording regarding appeals has been incorporated into the original motion and the revised motion is set out below:

"That when a student drops or withdraws after the first week of classes from a Computing Science course that has been closed due to high enrolment, that student should lose priority for admission to that course in each of the two subsequent semesters.

In extenuating circumstances this regulation may be waived by the Department following written appeal made at the time of withdrawal."

T.W. Calvert / pm

TWC/pgm

c.c. J. Blanchet
R. Harrop
N. Cercone
N.M.G. Bhakthan

Registrar's Note: A paper, SCUS 82-11, was discussed at the meeting of SCUS held March 30, 1982 and there was approval in principle of the motion made. The proposal was to be referred back for further development. The original paper and copy of the Minutes of March 30, 1982 are attached for information purposes.

SIMON FRASER UNIVERSITY

(1.S.C 82-7)

MEMORANDUM

To: Dr. N. Bhakthan, Chairman
FIDS Undergraduate Studies Committee

From: Ronald Harrop, Chairman
Computing Science Undergraduate
Studies Committee

Subject: Withdrawal from Computing Science
Courses

Date: February 24, 1982.

The Curriculum Committee of the Computing Science Department has considered the question of the current three week period during which students may withdraw from Computing Science courses without any enrollment priority penalty, in the light of recent experiences within the Department and in the context of recent major Senate regulations concerning withdrawal from courses. It is appreciated that the Senate Regulations cover questions of whether or not academic transcript record should be made of withdrawals and whether or not withdrawals late into the Semester should be permitted at all, but the Department respectfully submits that they fail to meet, since they were never intended to meet, the problem faced by Computing Science that many students adequately qualified to enter courses and wishing to be admitted to them are being prevented from doing so due to courses being closed through high enrollment, only to find that other students are withdrawing from the courses too late for the vacancies to be filled. We consider that once the first week of the Semester has passed, vacancies in courses can generally no longer meaningfully be filled. The number of withdrawals during the first three weeks of semester has, during the last two semesters, been of the order of one third the total number of withdrawals in the Department.

The Department is trying its best to be as fair as possible to its students and potential students during the current period when it is, for faculty, T.A. and equipment reasons, impossible fully to meet the high enrollment demands that would be made on it if enrollment restrictions were waived. It approaches your Committee with the (recommendation that where a student withdraws after the first week of classes from a course that has been closed due to high enrollment, that student should lose priority for admission to that course in each of the two subsequent semesters.) It is realized that this requires of the student care in choosing courses and course load, and a quick enough decision, if a mistake is made and no enrollment priority penalty is to be incurred, in withdrawing from courses.

A student withdrawing late is not prevented as such from the possibility of enrollment in the course even in the immediately following semester if vacancies still exist in the course add/drop period, but the Department feels that priority enrollment should be restricted to those who have not recently withdrawn from the course.

There could be extenuating circumstances in which priority penalty for late withdrawal might seem inappropriate. Such cases would need to be dealt with as they arise either by non-imposition of the penalty or by taking note of the special circumstances when appeals for admission to courses on extenuating grounds are considered by the Chairman of the Department at the beginning of a semester.

RH/dc

cc. J. Blanchet

Ronald Harrop
Ronald Harrop