

YOUNGSTOWN STATE UNIVERSITY

INTER-OFFICE CORRESPONDENCE

867-3

TO Academic Standards & Events Committee

DATE Dec. 2, 1986

FROM Barbara Brothers, Chair/AS&E (English) *B. Brothers*

SUBJECT Minutes of the December 1, 1986 meeting (4 p.m.)

Members present: I. Heal, R. Antal, J. Gill-Wigal, J. Scriven,
B. Brothers, R. Hoover, L. Hicken, B. Jenkins,
and R. Tabak

1. Minutes of the 11/6/86 meeting approved as distributed.
2. There was a discussion of the memo that the Arts & Sciences advisors sent to the Senate Executive Committee concerning the motion to drop advisors' signatures for students wishing to drop courses after the first week of the quarter.

The following was moved by R. Hoover and seconded by I. Heal:
that "students should consult their advisors prior to changing their schedules. In general, each student who needs an advisor's signature for registration must also have an advisor's signature for add/drop (change of registration). However, advisors' signatures are not required for (1) withdrawing from a course after the first week of classes, (2) changing sections of a course, or (3) changing activities courses."

Passed unanimously after some discussion.

3. No new business.
4. Meeting adjourned: 4:20 p.m.

(If a meeting is necessary, members of the committee will be given at least a week's notice.)

Respectfully submitted,

Ron Tabak

UNIVERSITY OF TORONTO

Faculty of the Graduate Studies &

TO: [Redacted]

DATE: Nov. 17, 1960

FROM: Barbara Trubshaw, Graduate Studies (English)

SUBJECT: MEETING: MONDAY, NOVEMBER 1st at 4 p.m.
in Dana Keavilak's Conference room 110

Agenda: Add/Drop signature requirements (see memo below).

Please be on time and ready to deal with the proposed change.

SUBJECT Add/Drop Signature Requirement

While I certainly support mandatory advisement for freshmen, students in academic jeopardy and students with conditional admission status, I believe that it is inappropriate to require an advisor's signature for every type of schedule change. Requiring advisors to approve drops and adds during the first week of classes insures more academically appropriate class schedules, and facilitates improved student performance. However, I see limited merit in requiring signatures for course withdrawals after the first week, and no merit in requiring signatures for section changes or replacements of one activity course for another. There may be other schedule changes which also should not require an advisor's approval. Mandating approval for all schedule changes results in an undue workload for University faculty and staff, and undue frustration for students.

Therefore, I submit the following motion:

Motion to alter paragraph 2 under "Change of Registration", page 44 of NYU Bulletin

Students should seek their advisors' advice prior to changing their schedules. In general, each student who needs an advisor's signature for registration must also have an advisor's signature for add/drop (change of registration). However, advisors' signatures are not required for (1) withdrawing from a course after the first week of classes, (2) changing sections of a course, or (3) changing activities courses.