

**Humboldt State University  
University Senate**

**Resolution on Decoupling Drop/Add Dates from Census**

22-14/15-APC – 04/07/15 –Second Reading

**RESOLVED:** That the University Senate of Humboldt State University recommends to the President that the date before which students may change their course schedule without penalty, known as the *Drop/Add* date, be decoupled from the *Census* date; and be it further

**RESOLVED:** That the Drop/Add date be moved to 11:59 PM on the Monday after the second week of classes of the regular semester term; and be it further

**RESOLVED:** That the decoupling of the Drop/Add date and Census be implemented during the 2016/2017 Academic Year; and be it further

**RESOLVED:** That faculty members be encouraged to provide feedback to their students early and often to help students assess their ability to succeed in their courses; and be it further

**RESOLVED** That the Academic Policy Committee reports back to the University Senate on the efficacy of this change annually for the first three years of its implementation.

**RATIONALE:** The Census date, set by the Office of the Chancellor at the beginning of the fifth week of classes, is the point in the semester at which the university's enrollment numbers become official and are submitted to the system. Currently the census data also serves as the deadline for dropping courses and the deadline for adding courses at Humboldt State. This resolution moves the deadline for dropping or adding a course to the beginning of the third week of classes of the regular semester.

Currently, when a student drops a class at the deadline, it is often too late for that student to add another course, five weeks into the term. This inability of students to add courses late can cause financial aid difficulties. Likewise, students who are able to add a course late are at an incredible disadvantage as they have likely missed nearly a quarter of the class meetings, making success in that course difficult.

An earlier deadline will force students to decide earlier in the term to either drop a course or commit to putting in the effort to be successful. It will also allow faculty to know that their class roster is not going to change significantly earlier in the term, allowing for earlier roll assignments for group work, etc. Finally, 77% of the Drops and 76% of the Adds during the Spring 2015 term were completed before the proposed deadline. This indicates that the majority of Drop/Add activity already takes place before the proposed deadline and making such a change will likely affect a relatively small number of students.

After the Drop/Add deadline, students would need a "Serious and Compelling" reason to either drop or add a course. Criteria and procedure for late Drops exist and would continue to be followed. Although procedures exist for late Adds, appropriate criteria will need to be developed prior to the implementation of this resolution.