

Final Report of the Ad Hoc Committee on Early Course Registration Policy

Background

The committee had been charged with (1) determining whether a broad-based early course registration system was desirable and feasible; (2) if so, working out an equitable set of general criteria for determining when early course registration is warranted; and (3) crafting a formal process by which applications on behalf of specific categories of students could be submitted, reviewed, and approved or rejected.

In March 2006 the committee recommended (and the Senate subsequently approved) a definition of eligibility and a process, and proposed a two-semester trial period, beginning with the registration period for the Spring 2007 semester, with a final recommendation to follow.

Overview of Trial Period

During the trial period, the Vice Provost for Academic Affairs and the Vice President for Student Affairs were notified in writing of the Early Registration process and asked to share that information with appropriate deans and directors.

For both semesters, the Vice Provost received requests for early registration only from Athletics. All requests were approved

Lauren Anderson, the senior associate director of athletics, reports that for the Spring 2007 registration period, 233 student-athletes were offered early registration and 195 turned in the required advisor's form and thus were approved for early registration. For the Fall 2007 registration period, 380 student-athletes were offered early registration and 301 turned in the required advisor's form and thus were approved for early registration. (Details are in the charts below.)

Old data on number of student-athletes who registered early are not easily available. For Fall 2007 registration, however, Jack Humphrey reports that as of 30 March, 267 student-athletes had used an earlier registration time than they would have been assigned otherwise (186 of them on the first day). [Note: registration began 27 March.]

Early Registration for Spring 2007

Teams	# Roster Athletes	# Turned in
Baseball	27	26
Men's Basketball	14	14
Women's Basketball	12	14 (2 managers)
Golf	12	9
Gymnastics	19	18
Women's Rowing	66	52
Softball	19	18
Men's Swimming	30	15
Women's Swimming	34	29
TOTAL	233	195

Early Registration for Fall 2007

Teams	# Roster Athletes	# Turned in
Baseball	22	19
Men's Basketball	12	11
Women's Basketball	13	12
Field Hockey	19	15
Football	68	66
Golf	6	3
Gymnastics	18	17
Women's Rowing	47	34
Men's Soccer	18	17
Women's Soccer	16	14
Men's Swimming	15	9
Women's Swimming	29	23
Men's Track	48	22
Women's Track	41	32
Volleyball	8	7
TOTAL	380	301

Recommendation

The Committee recommends that the provisions in its earlier report be made permanent and added to the University Manual.

Potential eligibility for early course registration shall be extended to students participating in University-sanctioned events. The definition for excused absences (8.51.12) is used to determine potential eligibility for early course registration.

The faculty or staff head of a qualified group of students may petition in writing to his or her dean or director for early registration. It is the responsibility of the petitioner to demonstrate why these particular students, for a particular semester, should be allowed to register early. Petitions relating to registration for Fall semesters must be submitted to deans/directors by September 1. Petitions relating to registration for Spring semesters must be submitted to deans/directors by Feb. 1.

If the dean or director agrees that early registration is appropriate, he/she will forward that recommendation to the Vice Provost for Academic Affairs, who will make the final determination and notify the faculty or staff head of the group in writing. The decision of the Vice Provost will be final.

When early registration is deemed appropriate, the following process will be followed:

- An advisement form for early registration will be provided for eligible students.
- Students must meet with their academic advisor regarding course selection.
- The academic advisor will sign the early registration form to verify advisement.
- Students will return the early registration form to the faculty or staff head of

- their group of by the date given on the form.
- The faculty or staff head of the group will forward a list of students eligible to register early, along with the signed forms, to the individual assigned to process the registration information.

Only authorized students will be able to access the registration system starting on the designated date, generally one day before the publicized first registration time.

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David Bird
Debby Godfrey Brown
Ron Lee
Barbara Luebke, chair
Yngve Ramstad