Proposal:

Establish and publish a campus-wide policy permitting departments to drop students from classes for non-attendance during the first week of classes.

Background:

For some time a number of departments have published warnings in their Schedule of Classes copy regarding their policies of administratively dropping students who fail to attend classes. Unfortunately, departments are not always careful to provide this warning each semester in their Schedule copy, making subsequent enforcement a problem.

Rationale:

By establishing and publishing in the front of the Schedule of Classes a campus-wide policy with permissive language regarding administrative drops for non-attendance during the first week of classes, all departments will be free to enforce this policy for any or all of their courses without publishing separate warnings in their course listings. Students will also be warned that non-attendance during the first week of classes may put them at risk of being administratively dropped from classes at UWM.

Draft Schedule of Classes Language:

It is the responsibility of students to drop courses which they will not be attending. However, academic departments MAY administratively drop students from courses for non-attendance during the first week of classes. Fees for dropped courses are determined by the date on which drop forms are RECEIVED in the Department of Enrollment Services. It is to the students’ advantage to ensure that such drops are received early by initiating action themselves.

Academic Policy Committee

Robert Magill, Chair