TO: Dr. Doug Whitlock  
    President
FROM: Sherry Robinson, Executive Assistant to the Provost
DATE: January 19, 2011
RE: Regulation 4.1.12R, Course Registration

Executive Summary

In spring 2010, discussions began to revise Regulation 4.1.12R (Course Registration) to include veterans as a selected population for early registration. The revised regulation has been reviewed by several entities on campus.

The Council on Academic Affairs, the Faculty Senate, and the Provost Council have all recommended support of the revised regulation. Additionally, no objections were raised during the 30-day comment period. The Student Government Association, however, has voted to not support the revised regulation.

Regulation 4.1.12R is now submitted for your consideration for final approval. Please let me know if you have any questions or need any additional information.

Presidential Action:
☐ Recommend approval and submission to the Board of Regents for adoption
☐ Approve Regulation (no Board of Regents approval is required)
☐ Submit to President's Cabinet for advisement
☐ Submit to __________________________ for further review, drafting, or stakeholder feedback
☐ Not approved/ not recommended for submission to the Board of Regents
☐ Other action recommended __________________________

Signature __________________________
Date 1/20/11
University Policy Impact Statement

Date  Sep 2, 2010

Check One: ☑ Revision of Existing Policy  ☐ New Policy

Policy Number (if known)  4.1.12R

Policy Name  Course Registration

Originator(s)  Fred Ruppel; Brett Morris

University Affiliation  RSO Advisor and Veterans Affairs AD

Email for primary contact  brett.morris@eku.edu

Justification for Proposed Changes or for New Policy (Attach additional sheet if necessary)

See Attached - Appendix A verbiage

Consistency with EKU’s Mission and Strategic Plan, Other Policies, and Related External Documents

Cite relevant official statements from EKU or external sources.

EKU has been named a “veteran-friendly” campus and is actively recruiting student veterans. Because student veterans can take their Post 9-11 GI BILL benefits to almost any institution, they have become “empowered education shoppers”. To succeed in attracting and retaining this population, universities must move beyond simply being friendly. They must create a truly helpful atmosphere that demonstrates a commitment to student veteran success. The attached justification provides ample rationale for why this student population needs to register early for classes in addition to honoring their service to the nation.

Impact on the University

(1) Identify resources (human, financial, physical, operational, technological, other) needed to implement and maintain compliance; (2) Identify changes to EKU’s culture and/or behaviors that may be involved.

The Student Outreach and Transition Office - VA will need to work with the Registrar to provide a list of the student veteran population. Little change in culture is expected as EKU is already supportive and welcoming of student veterans.

List stakeholders who have been or will be consulted. Indicate action taken and the date it was taken. Attach additional page if necessary. To begin the policy process, at least one university-recognized group must have indicated support.

<table>
<thead>
<tr>
<th>Stakeholder</th>
<th>Action Taken</th>
<th>Date</th>
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<tbody>
<tr>
<td>Provost</td>
<td>Informal discussion on policy revision</td>
<td>Feb 15, 2010</td>
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<td>Registrar</td>
<td>Informal discussion on policy revision</td>
<td>March 2010</td>
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<td>VP for Student Affairs</td>
<td>Endorsement of Operation Veteran Success</td>
<td>March 2010</td>
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<td>EKU VETS</td>
<td>Student Veteran endorsement of proposal</td>
<td>April 2010</td>
</tr>
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<td>President</td>
<td>Email exchange with Dr. Ruppel</td>
<td>Aug 27, 2010</td>
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<tr>
<td>Council on Academic Affairs</td>
<td>Recommended Support</td>
<td>Oct 21, 2010</td>
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☒ Additional Pages Attached  # of additional pages 2
### Stakeholder Actions, continued

List stakeholders who have been or will be consulted. Indicate action taken and the date it was taken. Attach additional page if necessary. To begin the policy process, at least one university-recognized group must have indicated support.

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<td>30-day Comment</td>
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Attachment for Impact Statement for 4.1.12R Revision

Justification:

Veterans and active members of the military services face numerous obstacles that impede successful academic progress. In regard to this proposal, student veterans are (1) students with prior military service, (2) students who are members of the armed service serving on active duty, and (3) students in active drilling positions in the National Guard or Reserves. This student population has placed the nation's defense ahead of their individual educational, career and family goals. Most have served in harm's way and cope with the effects of that experience as they begin their educational commitment. Many have regular appointments with VA health services that are difficult to get or reschedule without adding to their difficulties. All face strict guidelines from the VA that prohibit payment for ANY coursework outside of their strict academic plan (including additional free electives). Additionally those still serving (Active Duty/Guard/Reserves) face unpredictable schedules and regular interruptions to their academic plans in response to the demands for their service. Finally, many veterans have accumulated significant college credit while taking night classes while on active duty, often building up many credit hours before transferring to EKU. Most of these courses are either GenEd or free electives, meaning that the student veteran must quickly begin coursework in his or her major once arriving on campus. Depending on the major, courses in the major often fill very quickly, creating additional override pressure in order to meet VA payment regulations.

Providing priority registration to this population will:

- Improve student veteran rates of persistence, adequate progress, and completion.
- Reduce requests for overrides and exceptions based on VA policy restrictions.
- Provide financial aid staff with earlier access to course schedules that must be validated before VA benefits can be certified for payment.
- Give student veterans the ability to schedule coursework around their VA health service appointments.
- Permit deploying service members to sign up for online courses before they quickly fill.
- Help deployed student veterans experiencing computer access restrictions get registered.
- Improve recruitment and retention of student veterans at no cost to the University (per Regulation Background final bullet)

Note: For the purposes of this policy, Dependents of veterans drawing VA benefits are not considered part of the population.
17. Minor in School Health P-12 Teaching
   *Revise total hours for the Minor from 29 to 30 hours.*
18. Master of Public Health Certificate in Industrial Hygiene
   *Add General and Admission requirements to the Catalog.*
19. Master of Public Health Environmental Health Science Option
   *Edit language in General Information section, Add prerequisite to Admission Requirements, revise courses within Electives.*
20. Occupational Science B.S.
   *Add an admission requirement, revise and clarify progression and retention in the OS Program. Change the progression requirements (GPA, repeat of prerequisite courses, and hours of course work) to progress into Cycle 1 (Junior year) of the Occupational Science curriculum. Deadlines will be set for admission to the Occupational Science Program.*

**Action Items**
The Council approved the following items in the September and October CAA meetings:

21. Comprehensive Baccalaureate Degree Requirements Revision
   *Add language to the Baccalaureate Degree Requirements to allow use of courses more than 8 years old toward non-General Studies majors and supporting course requirements within specific programs.*
22. Course Registration, Regulation 4.1.12R, Revision
   *Revise Course Registration Policy to include Early Registration for Student Veterans.*
23. Proposal to Accept IELTS (International English Language Testing System) as an alternative to TOEFL (Test of English as a Foreign Language)
24. Protocol for Approval of Certificate Programs

**Information Items**
The Council reviewed the following item as information in the October CAA meeting:

25. Memoranda of Agreement between Eastern Kentucky University and National Safety Management Society

Senator Vice moved approval of items 1-6, seconded by Senator Matthews. Motion carried.

Senator Vice moved approval of items 7-20, seconded by Senator Schmelzer. Motion carried.

Senator Vice moved approval of item 21, seconded by Senator Park. Motion carried.

Senator Vice moved approval of item 22, seconded by Senator Ruppel. Motion carried.

Senator Vice moved approval of item 23, seconded by Senator Bhandari. Motion carried.

Senator Vice moved approval of item 24, seconded by Senator Shordike. Motion carried.

Senator Vice reported that item 25 was shared as information only.

**REPORT FROM SENATE CHAIR:** Senator Taylor
The committee charges for the academic year were included in the Senate packet. One additional charge has been added to the Academic Quality Committee. That committee will also investigate how faculty members' syllabi can be posted on the web so
Action Items

1. Protocol for Approval of Certificate Programs
   Revised prior to submission to the Faculty Senate. The revision clarified the academic
   hours required for Postgraduate and Graduate Certificate, specified by a range
   of hours.

2. Course Registration, Regulation 4.1.12R, Revision
   Revise Course Registration Policy to include Early Registration for
   Student Veterans

3. EKU Online Model

Discussion Items

1. Readmission Requirements
   Proposed revised Catalog language
   This item will return to the November CAA meeting, pending revisions by Lisa Davis, University
   Registrar.

Information Items

The Council on Academic Affairs was adjourned at 4:00 p.m.
Course Registration

Regulation Statement

The University recognizes the importance of facilitating the timely progress toward degree completion for certain students whose progress toward graduation might be hampered by unavoidable scheduling conflicts. Without a regulation allowing early registration for certain populations, some students have been unable to maintain a reasonable pace toward degree attainment. EKU also has an obligation to comply with external regulations and rules. The University acknowledges the need to make a reasonable accommodation for certain populations of students who, for example, have traditionally encountered difficulty establishing academic schedules that also accommodate their special needs.

Entities Affected by the Regulation

- Students
- Academic Advisors (Faculty and EKU Staff)
- Office of the Registrar
- Office of Services for Individuals with Disabilities (OSID)
- Department of Intercollegiate Athletics
- Departments

Regulation Background

The University developed this regulation because it recognized that allowing certain students to register before the general student population would:

- Increase the likelihood of retention for those students;
- Increase the likelihood of satisfying course sequencing requirements for these students in a timely manner;
- Reduce the need for students to overload courses in certain semesters;
- Reduce the occurrence of registering for excessive free electives just to maintain full-time student status;
- Begin advising for these students earlier;
- Reduce the University's (scholarships) and students' (tuition 'fees') expenditures on summer courses and taking courses during a fifth or subsequent year of enrollment;
- Allow the University staff members who serve these students to more prudently utilize their time and resources;
- Increase the likelihood of these students meeting financial aid requirements that may otherwise be adversely affected by course withdrawals, incompletes, and failing grades;
- Be a retention and recruitment tool at no cost to the University.

Specific rationale for allowing each of the student populations allowed to register before the general student body is found in Appendix A.
Regulation Procedures

Prior to Registration Period
Prior to the registration period in a semester, the Office of the Registrar will create a current, accurate list of students who are eligible for registering before the general student.

The Office of the Registrar will take the necessary steps to create and publish the registration sequence according to the defined timeline.

Registration Period
Eastern Kentucky University students register for classes in the following order:

Group 1: Graduates and Seniors with 102 or More Hours Completed/In Progress
Group 2: Group 1, Selected Students with Specific Disabilities, Honors Program Students, Student-Athletes, and Spirit Group Members
Group 3: Group 2, Seniors with Less Than 102 Hours Completed/In Progress and Post Baccalaureates
Group 4: Group 3 and Juniors
Group 5: Group 4 and Sophomores
Group 6: Group 5 and Freshmen
Group 7: Group 6 and All Remaining Students

The timeline for registration is:

1. Group 1 registers one University business day (24 hours) before Group 2.
2. Group 2 registers one University business day (24 hours) before Group 3.
3. The remaining groups (3-7) register 2-3 University business days.

Definitions

<table>
<thead>
<tr>
<th>Honors Program Students</th>
<th>Members of the Eastern Kentucky University Honors Program who are in good standing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Selected Students with Specific Disabilities</td>
<td>Students who are registered with the Office of Services for Individuals with Disabilities and whose specific disability would create scheduling difficulties. See Appendix A for additional information.</td>
</tr>
<tr>
<td>Spirit Groups</td>
<td>Eastern Kentucky University cheerleading team, dance team, marching band, and pep band</td>
</tr>
<tr>
<td>Student-Athletes</td>
<td>Students who participate in intercollegiate sports governed by the NCAA and sponsored by the Intercollegiate Athletics Department</td>
</tr>
</tbody>
</table>

Responsibilities

- Inform affected students of Regulation 4.1.12R
- Respond to requests from the Office of the Registrar in a timely manner.
Department of Music
- Inform affected students of Regulation 4.1.12R
- Respond to requests from the Office of the Registrar in a timely manner.

Honors Program
- Inform affected students of Regulation 4.1.12R
- Respond to requests from the Office of the Registrar in a timely manner.

Office of the Registrar
- Collaborate with Responsible Offices to create accurate lists each semester of eligible students
- Ensure compliance with the regulation and its procedures

Office of Services for Individuals with Disabilities
- Inform affected students of Regulation 4.1.12R
- Respond to requests from the Office of the Registrar in a timely manner.

Violations of the Regulation
NA

Interpreting Authority
Provost and Vice President for Academic Affairs

Regulation Adoption Review and Approval

<table>
<thead>
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<th>Entity</th>
<th>Action</th>
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<tr>
<td>October 30, 2007</td>
<td>Student Senate</td>
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<td>December 3, 2008</td>
<td>Provost Council</td>
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<td>May 4, 2009</td>
<td>Faculty Senate</td>
<td>Recommended Support</td>
</tr>
<tr>
<td>May 7, 2009</td>
<td>President</td>
<td>Adopted</td>
</tr>
</tbody>
</table>
Appendix A

Seniors with 102 or More Hours Completed/in Progress

Each term seniors registering for the final semester before graduation are placed in competition for needed courses with all students who have earned, or will be earning at the end of the current term, senior status. This may create a hardship on graduating seniors as students with less of an immediate need may secure the crucial and highly competitive seats in desired classes. Having the ability to register before other students with senior status could help facilitate graduation for this population without unnecessarily taking additional semesters. The minimum number of hours to qualify as a “graduating senior,” i.e. 102 hr., was determined based upon the logic that a student registering for 18 hours, and graduating in a degree program that requires only 120 hours, could be entering their final term before graduation.

Selected Students with Specific Disabilities

Students with certain disability-related needs may not achieve their academic goals within a reasonable period of time because of difficulties related to scheduling classes. Examples of appropriate disability-related situations justifying early registration status include, but are not limited to:

1. Mobility impairments that adversely impact a student’s ability to get from class to class in a timely fashion;
2. The need to frequently arrange for on and off-campus service providers (personal care assistants, etc.);
3. The inability to attend classes during certain parts of the day due to documented medical needs (chemotherapy, renal dialysis, etc.); and
4. The need for services requiring significant planning on the Office of Services for Individuals with Disabilities’ part to arrange (sign language interpreting, Braille, etc.).

Determining eligibility is not unlike using professional judgment based on documentation in assessing for reasonable accommodation. Decisions for early registration will be considered on a case-by-case basis by either the Director or the Disabilities Analyst and take the following into account:

- What is the severity or the diagnosis and its direct impact on accessing an appropriate course schedule?
- What functional limitations are present as they relate to establishing a course schedule?
- What measures has the student taken on their own account to work out a reasonable course schedule?
- What are the fixed variables that the student has to deal with that are imposed by the impairment or disorder that are in direct conflict with a course schedule?
- What type of class schedule would provide access while best supporting the student’s abilities, allowing the least amount of adverse impact, and equalizing the opportunity for success?
- Is early registration necessary to provide the accommodated schedule based on the courses needed for this particular semester?

This registration regulation aligns the University’s commitment of accessibility, equity and accommodation to an operating regulation for students with disabilities; already matched by many sister institutions.

Honors Program Students

- Honors students must complete a clearly defined roster of courses to fulfill their honors requirements, courses that are offered in very few sections at a necessarily limited range of times. It is much more difficult to arrange a schedule when a student must first register for one of 3 sections of a 6 credit-hour, 5-day a week HON 102 Rhetoric course than it is to arrange a schedule that provides the student with their pick of one of 68 sections of a 2- or 3-day-a-week ENG 101 or even one of 36 sections of ENG 102. As a result in part of scheduling difficulties like these, many of the honors students cannot complete their honors requirements and their major requirements in four or even five years—and it is important to keep in mind that honors students are also often more likely to pursue double majors. The ability to register before the general student body would enable these students to progress in their degrees in a more timely fashion while also encouraging rather than discouraging them from completing an honors curriculum.
- A growing number of courses designated as honors are in fact cross-listed with other departments therefore offering even fewer seats to honors students in the courses they must take to complete their honors curriculum. Allowing honors students to register before the general student body would ensure that honors students could indeed get the classes they need to remain in good standing with the EKU Honors Program.
Honors students often take on greater leadership roles across the university and have additional research and service obligations. In fact, honors students tend to be more widely involved across campus than their peers in the general student body. These activities add to the difficulty they often have scheduling their courses in a reasonable way.

Allowing honors students to register before the general student body has become a common benefit that honors administrators use to recruit new students. As a benefit with essentially no cost to the university, this registration system provides something to honors students that they understand to be invaluable to the successful completion of their degrees.

Allowing honors students to register before the general student body has in fact become so typical a policy for honors programs at universities across the country that the National Collegiate Honors Council has added priority registration to its list of "Basic Characteristics of a Fully Developed Honors Program," benchmarks for honors programs nationwide. To omit honors students from EKU’s regulation is to put EKU's nationally recognized program behind our nationally equivalent institutions as well as to put the program at a tremendous competitive disadvantage in the region. (According to this list, available at www.nchchonors.org/basichonorsprogramcharacteristics.aspx, "A fully developed program will provide priority enrollment for honors students who are active in the program in recognition of their unique class scheduling needs.") Robert Spurrier, Director of the Honors College at Oklahoma State University argues that, "the unique scheduling needs of honors students are recognized even at institutions with large numbers of honors courses because even under the best of circumstances honors students must juggle their honors courses around requirements in their academic majors. Honors students frequently pursue double (or triple) majors, multiple minors, study abroad options, and internships—all of which make it imperative that they be able to implement sometimes extremely complex plans of study in order to graduate on time. The newest Characteristic quite properly recognizes these unique scheduling needs"


Student-Athletes

The difficulty in scheduling classes is important to EKU student-athletes because of their need to satisfy stringent National Collegiate Athletic Association (NCAA) progress toward degree and Academic Progress Rate (APR) requirements which the general EKU student body does not have to satisfy. Also, student-athletes are engaged in ongoing, regularly scheduled practices each afternoon that they do not have discretion in scheduling. Furthermore, the bulk of the competitions they participate in are scheduled by the Ohio Valley Conference, not the EKU Athletics Department, and therefore the scheduling of those competitions is out of the control of the student-athletes and the Athletics Department. Allowing EKU student-athletes to register before the general student body will also:

- Reduce the probability of a varsity athletics team being assessed NCAA penalties for insufficient academic performance (see below for more detail);
- Help student-athletes comply with NCAA progress toward degree rules; and
- Eliminate, or at the very least significantly reduce, the number of instances where practice/game and class schedules overlap which will be beneficial to all involved – faculty, student-athletes and coaches.

It is also important to note the penalties associated with the NCAA APR. The APR is a semester-by-semester determination of scholarship student-athlete academic eligibility and retention at each NCAA Division I institution with the ultimate goal being graduation within five years of initial full-time enrollment. (By comparison, the federal graduation rate methodology uses a six-year deadline.) If teams do not meet the minimum standards for the APR they may be subject to contemporaneous or historical penalties.

Contemporaneous Penalty

Financial aid restriction(s)

Historical Penalties

Occasion one – Public warning
Occasion two – Public warning, financial aid and playing/practice restrictions
Occasion three – Public warning, financial aid restrictions, playing/practice restrictions and postseason competition restrictions
Occasion four – Public warning, financial aid restrictions, playing/practice restrictions, postseason competition restrictions and NCAA membership status restrictions
**Spirit Group Members**

Like student-athletes, spirit group members are involved in service groups that do not have discretion in scheduling frequently and regularly occurring University-sanctioned service activities which significantly benefit the University and who also encounter problems graduating in four years because of course scheduling difficulties related to their service activities. More specifically, members of these groups are involved in practices and games for which the schedule of those activities is out of their control. Allowing spirit group students to register before the general student body would support the students and encourage membership in those groups by allowing students to plan for the extra time required to be members while still fulfilling academic requirements.
University Policy Impact Statement

Date: Feb 9, 2009

Check One: ☐ Revision of Existing Policy  ☒ New Policy

Policy Number (if known): 4.1.12

Policy Name: Course Registration Policy

University Athletics Committee, Student-Athlete Advisory Committee, Office of Services for Individuals with Disabilities

Justification for Proposed Changes or for New Policy (Attach additional sheet if necessary)

The purpose of this policy is to facilitate progress toward degree completion for certain populations of students who's academic success might be hampered by scheduling conflicts. Please see attached documentation for additional justification.

Consistency with EKU's Mission and Strategic Plan, Other Policies, and Related External Documents

Cite relevant official statements from EKU or external sources.

This policy will assist the University in achieving the follow components of the 2006-10 strategic plan:

Goal 1, Strategic Direction 1.2 - Increase the freshman to sophomore retention rate to 75% by 2010; and

Goal 1, Strategic Direction 1.2 - Increase the six year graduation rate to 40% by 2010.

Impact on the University

(1) Identify resources (human, financial, physical, operational, technological, other) needed to implement and maintain compliance; (2) Identify changes to EKU's culture and/or behaviors that may be involved.

Banner will need to be reprogrammed by the Registrar's Office to accommodate the new registration order. Prior to each course registration period, the EKU employee who is the head of each group of students registering before the general student body will give the Office of the Registrar the list of students who meet the inclusion criteria. The Registrar's Office will then implement the course registration sequence and timeline.

List stakeholders who have been or will be consulted, Indicate action taken and the date it was taken. Attach additional page if necessary.

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<td>Nov 10, 2008</td>
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<tr>
<td>Faculty Senate (FS)</td>
<td>Supported FS ad hoc committee suggested changes</td>
<td>Nov 10, 2008</td>
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<td>Council on Academic Affairs</td>
<td>Did not recommend support of policy as drafted</td>
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<td>Supported Faculty Senate's suggested changes</td>
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☒ Additional Pages Attached  # of additional pages 1
Stakeholder review and action (continued)

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</tr>
<tr>
<td>President</td>
<td><strong>Adopted</strong></td>
<td>May 7, 2009</td>
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IV. Action Items

1. Council on Academic Affairs Report – As a result of the Council on Academic Affairs’ meeting on November 20, 2008, the following items were presented to the Provost’s Council for adoption of support.

   **Proposals for New Programs**

   a. Minor in Actuarial Science – Create a new program

      A motion of support for the program was proposed and carried unanimously.

   b. Memorandum of Agreement with Loss Prevention Foundation Safety, Security and Emergency Management Department College of Justice and Safety

      A motion of support for the memorandum of agreement was proposed and carried unanimously.

   **Policies**

   c. Early Registration Policy

      CAA approved a motion to support the Faculty Senate’s Ad Hoc Committee’s Recommendation Regarding Early Registration Policy and Rationale

      A motion of support was proposed for the Early Registration Policy. A proposal to divide the motion was made and carried unanimously.

      Motion 1: A motion of support for the Faculty Senate’s Ad Hoc Committee’s Recommendation Regarding Early Registration Policy and Rationale was proposed and carried unanimously.

      Motion 2: A motion of support for the modified Early Registration Policy, incorporating the Faculty Senate’s Ad Hoc Committee’s recommendations, was proposed and carried by majority vote.

   d. Recording of Double Majors

      Revise *Catalog* text to clarify procedure for recording double majors

      A motion of support for the Recording of Double Majors was proposed and carried unanimously.

   e. Writing-Intensive Courses

      Allow departments to offer writing intensive courses in the major program to meet the writing-intensive course requirement.

      Waive the requirement for all students who graduate by December 2009

      A motion of support for the Writing-Intensive Courses was proposed and carried unanimously.
The Board of Regents will be having a retreat next month, and one of the main discussion topics will be the presidential evaluation to be held during spring semester. Senator Whitlock has insisted that there will be significant and substantive faculty, staff, and student participation in the evaluation process.

UNFINISHED BUSINESS:

Dead Week Policy. Ms. Lindsey Cross was in attendance to give a brief history of the proposed dead week policy. As the discussion unfolded, it became apparent that the senators did not have the most recent version. Senator Johnson moved to postpone the vote on the policy until December until the senators reviewed the most recent update, seconded by Senator Schmelzer. Motion carried.

Senator Robles requested that Ms. Cross forward the most recent draft which was approved by the Student Senate to the secretary for immediate distribution to the senators.

Ms. Cross asked that any comments or questions about the policy should be e-mailed to her at lindsey.cross@eku.edu. She also indicated that while she would immediately send the requested update to the secretary, there will be another revision submitted later which will address the Senate's comments from today's meeting.

Ad Hoc Committee Recommendations on Early Registration Policy. Senator Wilson moved to approve the following statements, seconded by Senator Wray. Motion carried.

- The Senate is not in favor of the policy draft as currently written and were in support of the Ad Hoc Committee's recommendations and addendums being included in the draft before discussion on an actual vote of the policy.
- The Senate approves a resolution of support for a revised Early Registration for Designated Populations policy incorporating the "Recommendation Regarding Early Registration Policy and Rationale" outlined by the Faculty Senate Ad Hoc Committee on Early Registration in its memorandum dated November 10, 2008, together with an Addendum incorporating recommendations from the November 10 Faculty Senate meeting. Said addendum will include recommendations supported by the senate as follows:
  a. Senator Lowry suggested that priority registration be assigned by standing. For example, a Sophomore from a Designated Population could register ahead of other Sophomores, but not ahead of Juniors or Seniors
b. Senator Richardson recommended that each designation population (Students with Disabilities, Student Athletes, Honors, etc.) should be considered individually for possible inclusion in the Early Registration for Designated Populations proposal.

c. Senator Johnson requested that the ad hoc committee's suggestion to create a university-level committee should be developed now and presented along with the actual policy rather than waiting until the need arises to establish the committee structure; and that the recommendations of the Ad Hoc Committee on Early Registration be given due consideration to address the needs of students with significant family care and support responsibilities.

Senator Ware announced that if any other senators have an issue that is critically important which should be included in the addendum, please send it to Steffen Wilson, chair of the Ad Hoc Committee within the next week.

Ad Hoc Committee Report on Syllabus Policy. Dr. Janna Vice reported that the committee met and had a very productive and effective meeting. The revised policy will be presented to the Executive Committee at the November meeting and to the Senate at the December meeting.

NEW BUSINESS:

Report from Council on Academic Affairs

1. Subsequent Degree Requirements
2. Undergraduate & Graduate Course Load
3. Latin Honors
4. Academic Standings
5. Baccalaureate Degree Requirements
6. Coursework Transfer After Dismissal
7. Declaring a Major

Senator Resor moved approval of item #1 (subsequent degree requirements), seconded by Senator Pruitt. Motion #1 carried.

Senator Resor moved approval of item #2 (undergraduate & graduate course load), seconded by Senator Frisbie. Motion failed for lack of support.

Senator Frisbie moved approval of #3 (Latin Honors), seconded by Senator Foote. Motion carried. Senator Kristofik asked to be on record as voting against the motion.

Senator Collins moved approval of item #4 (academic standings), seconded by Senator Ciocca. Motion carried.
Fall convocation is scheduled for Monday, August 17th at 8:30 a.m. in Brock Auditorium in the Coates Building.

The announcement by the Governor last week regarding the potential budget shortfall for 2009-2010 may be the harbinger of the worst case scenario for which Eastern has been preparing. Senator Whitlock stated that he is pleased with the hard work and cooperation between the Strategic Planning Council and the Financial Planning Council and feels that relationship will grow stronger over time.

Senator Whitlock will be travelling to China on May 21st. At the end of the month, he’s been invited to speak at an international conference of University presidents on Globalization and the Stewardship of Place.

Senator Whitlock thanked everyone for their support throughout the past year and expressed his gratitude for the remarkable faculty and staff at Eastern.

UNFINISHED BUSINESS:

Course Registration Policy. Senator Wilson moved approval of course registration policy 4.1.12, seconded by Senator Schmelzer.

Senator Lowry moved to amend the policy and introduced a replacement document with the proposed language, seconded by Senator Resor. The majority of the senate were not in favor of the amendment, and the amendment failed for lack of support.

The motion, as originally presented, carried with a vote of 37-15.

NEW BUSINESS:

Paperless Payroll Initiative. Senator Ware reminded everyone of the paperless payroll initiative.

Report on Cooperative Education. Gladys Johnson was in attendance to provide information on the Cooperative Education program and to encourage more faculty participation in the program. Contact Gladys.Johnson@eku.edu for more information.

Report on QEP Progress. Senator Noblitt gave a brief update on the QEP Progress.

One initiative to promote the QEP is the QE coaches which consists of 20 volunteer faculty members who serve as a resource to educate faculty on how to incorporate critical and creative