

University Senate

October 14, 2013

Senate's Retroactive Appeals Committee (SRWAC) Report for 2011-2012 and 2012-2013

The retroactive withdrawal (RW) process is described in the *Senate Rules*. It allows a student to petition to retroactively withdraw from a course(s) if the student demonstrates satisfactory evidence that one or more of the following circumstances occurred:

- A serious injury or illness;
- Serious personal or family problems;
- Serious financial difficulties; or
- Permanent disability verified by the Disability Resource Center and diagnosed after the semester for which the withdrawal is requested.

SRWAC is composed of four faculty members, a student and a handful of non-voting ex officio members; it meets monthly during the academic year. Requests for RWs come from the dean of the student's college; the results of SRWAC's decisions are sent to the dean of record and cannot be communicated to the student by either SRWAC or the Senate Council office.

Typically, SRWAC reviews requests for the full semester. However, a student may request a *partial* withdrawal from a semester; this means the student requests a RW from one or two courses, but wants to keep the grades earned for other classes taken during the semester. SRWAC is authorized to grant partial or full withdrawals.

Requests must be received by the SRWAC within two (2) years from the last day of the semester for which the student would like to be retroactively withdrawn. (*Senate Rules 5.1.8.5.A.3*)

If a student does not submit the required paperwork within the two year period, the student must additionally submit a form to request a waiver of the "two-year rule". If the waiver is granted, the student's appeal will be heard. If the waiver is denied, the student's request for a RW will not be considered by SRWAC.

<u>2011-2012</u>		<u>2012-2013</u>	
# Full approved	63	# Full approved	59
# Full denied	11	# Full denied	9
# Partial approved	2	# Partial approved	2
# Partial denied	10	# Partial denied	6
Total submitted	86	Total submitted	76
# Waivers approved	5	# Waivers approved	5
# Waivers denied	5	# Waivers denied	1
Total Waivers	10	Total Waivers	6