RESOLVED that the Academic Senate of California State University Dominguez Hills (ASCSUDH) extend the deadline whereby students can drop a course and receive a “W” for Fall 2021 and Spring 2022 due to the continuing complications students continue to face due to COVID-19; and be it further,

RESOLVED that attached policy and procedures be adopted; and be it further,

RESOLVED That the ASCSUDH distribute this resolution to:
- President of CSUDH
- Provost
- Registrar
- VP Student Affairs
- AVP Enrollment Management
- AVP Student Success
- Deans
- Faculty
- Staff, and
- Associated Students Inc.

Rationale:
The students of CSUDH, who come to us from the highest risk segments of the population, both socio-economically and health-wise, continue to face extreme hardships with the cumulative impact of the COVID-19 pandemic on themselves, their families and communities. Compassionately, we attempt to minimize harm to our students in terms of their learning, self-efficacy, self-esteem, and grade point average (GPA). We wish to ensure that our enrolled students persist--returning to CSUDH in the following semester and beyond to learn, and progress toward graduation and entry into graduate school and the workforce.

ASCSUDH therefore recommends that, similar to spring 2021 EPC 21-12 (that amended EPC 21-08) and fall 2020 EPC 20-17 (AA 2020-09), that the deadline to drop be extended and students be given additional time to withdraw from a course. This will ensure that their transcripts and GPA are not damaged by Ws and/or Fs. University policy states if a student chooses to withdraw from all classes at the end of the semester (that is, receives all Ws), Title V regulations require the university to recalculate a student's aid back to 50% of the semester.
The student is provided the option to submit proof of their last date of attendance or evidence of completed/graded assignments. The student has the possibility of being billed and not meeting SAP standards. The Fall 2021 term's potential effects will depend on the number of units the student is enrolled in and the classes completed with a grade. A student's SAP status could be affected when their unit completion is less than the required minimum on account of their receiving Ws.

A resolution protecting our students during the pandemic was originally written and approved unanimously in Spring 2020 (EXEC 20-09, approved 040820). It recommended students be given the option to select C/NC for each of their courses, and “consistent with the Course Withdrawal Policy (AA 2006-16), that the “Course Drop with Record of Enrollment Deadline” (W) on the Academic Calendar for Spring 2020 be extended to June 8, 2020.” This effort to secure students followed shutdowns enacted by the Governor of California in response to the COVID-19 pandemic and the CSUDH pivot to alternate instruction during the pandemic emergency. This pivot was part of the CSU system-wide effort to preserve educational continuity through online course offerings. It was followed by EPC 20-17 in Fall 2020 and EPC 21-08 in Spring 2021, both similarly extending the drop deadline. EPC 21-08 was unanimously approved by ASCSUDH on March 10, 2021 and amended by EPC 21-12 to ensure students do not face academic disqualification due to withdrawals during these extended, unprecedented times.

The extenuating circumstances prompting faculty to act in a manner that safeguards students’ interest have continued well into the 2021-22 Academic Year, the third academic year so affected (2019-2020, 2020-2021, and 2021-22). Hence this resolution EPC 21-23.

Passed by the Academic Senate on: November 17, 2021
Sent to the Provost’s Office for approval on: November 30, 2021
Approved on: Click or tap to enter a date.
Extension for the Deadline to Drop a Course for Fall 2021 and Spring 2022

1.0 Policy Purpose
   1.1 That students be allowed to drop a course by 12/20/2021 for Fall and appropriate date for Spring 2022 and receive a “W” for said course.

2.0 Policy Statement
   2.1 CSUDH continues to offer a mix of alternate instruction and on ground classes in Fall semester 2021 due to extended extenuating circumstances related to the COVID-19 pandemic and the mandates of the California State University. Allowing students to request a late Drop/Withdrawal option for courses in Fall 2021 and Spring 2022 will provide students with some flexibility in cases where their course progress has been impacted by the pandemic and choice of course modality, whether on ground or online or hybrid.

3.0 Policy
   3.1 The Drop/Withdrawal deadlines will be modified for Fall 2021 and Spring 2022 to allow undergraduate, post-baccalaureate, and graduate students to petition the Registrar’s Office to request a Drop/Withdrawal until 12/20/2022 for Fall 2021 and an appropriate date for Spring 2022.

   3.2 No instructor, chair or dean signatures required on the Request for Late Withdrawal form.

   3.3 All advising units and departments/programs will offer students advising on the potential effects of choosing to withdraw from a course.

   3.4 Current limits to course withdrawals will be suspended in the determination of Pace of Completion (Pace) for students.

   3.5 Consistent with the Course Withdrawal Policy (AA 2006-16 & https://www.csudh.edu/records-registration/records/adddrop/), that the “Course Drop with Record of Enrollment Deadline” (W) on the Academic Calendar for Fall 2021 will be extended to 12/20/2021 and an appropriate date for Spring 2022 and apply retroactively for the semester. Fall 2021 courses marked W will not count toward the 18-unit withdrawal limit.

   3.6 Should a student receive a Withdrawal Unauthorized for the semester, the appeals process remains open for them to request a Withdrawal. The appeals process established in spring 2020 for C/NC will be utilized to implement the appeals for Fall 2021 and Spring 2022.

   3.7 All Incompletes Charged will be extended for a period of six months.

   3.8 There will be a moratorium on changing academic standing for all students except those who are currently on academic probation and raise their GPA as prescribed in the University Catalog to achieve good standing, in which case they will be removed from
academic probation. Additionally, notations will be added to student records indicating that they were not disqualified, due to the global response to COVID-19, during this time period ending end of Fall 2021 and Spring 2022.

4.0 Related Information


4.2 CSUDH Academic Affairs Policies

4.2.1 AA2006-16 Course Withdrawal Policy