

SENATE ACTION FORM

No. 1215

Subject: Availability of Main Campus Seats for Extended Campus Programs

Reference to Senate Minutes dated: April 19, 2021

Senate Action:

MOTION: APC – It is moved to approve the Availability of Main Campus Seats for Extended Campus Programs catalog language as presented.

VOTE: Approved by voice vote.

Response requested:

☒ **Approval for placement in University Catalog**

☐ Approval for placement in University Regulations

☐ Recommendation to Board for placement in Board Policy Manual

☐ None (sent as information item)

☒ Other action requested/comments: **Administrative review and Presidential approval requested.**



Faculty Senate Chair

4/27/2021

Date

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Administrative review of Senate action (unnecessary for information items):

☐ Reviewed by **VPAA/Provost**. Check ☐ if comments attached

☐ Reviewed by **General Counsel**. Check ☐ if comments attached

Presidential action:

☐ Approve ☐ Reject ☐ Return to Senate for discussion/modification (comments attached)

President/Designated Administrative Officer

Date

Date of Board approval (if applicable): not applicable

Attachment to Senate Action #1215

Approved by the Faculty Senate

April 19, 2021

Placement:

Addition to the Registration section of the Undergraduate Catalog

<https://unco.smartcatalogiq.com/Current/Undergraduate-Catalog/Undergraduate-Information-and-Policies/Registration>

Newly approved catalog language:

Availability of Main Campus Seats for Extended Campus Programs

Undergraduate students in Extended Campus distance education programs may wish to take Liberal Arts Curriculum and/or elective course(s) that are not offered via Extended Campus in a specific term. If seats are available in eligible courses offered through Main Campus, Extended Campus will seek to acquire these seats in order to make them available at Extended Campus tuition rates. To be eligible for seat acquisition, the course must fulfill a Liberal Arts Curriculum and/or elective requirement in the student's Extended Campus Program and be scheduled as a state-funded and distance-delivered course.

Undergraduate students in Extended Campus distance education programs wishing to acquire a seat through this process must contact the Extended Campus Program Services Coordinator at extended@unco.edu or at 970-351-2944 in advance of the course(s) add deadline to ensure adequate time for processing. Add/Drop Deadlines are available at <http://www.unco.edu/registrar/calendars/>. Seat acquisition approval is not guaranteed.

Once notified, the Extended Campus Program Services Coordinator will contact the appropriate main campus instructor(s), chair(s), director(s), and/or coordinator(s) to determine whether seats can be made available. If so, the Extended Campus Program Services Coordinator will assist the student with registration.
