

# The University Senate of Michigan Technological University

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## **POLICY ON HALF-SEMESTER COURSES**

[\(Proposal 4-00\)](#)

[\(Proposal 10-03\)](#)

### **Senate Policy 305.1**

Half-semester length courses are those courses offered in either the first or the last half of a semester. In order to avoid inefficient use of classrooms and scheduling problems for students, half semester courses will be approved only for one of the following purposes:

1. The course's primary role is to offer elective, specialized education to senior undergraduate students on subjects that would not reasonably require 45 class meetings,
2. The course's primary role is to provide students with specific skills that will be used immediately thereafter in another course,
3. The course's primary role is to serve as an "on track" course, offered in the second half of a semester, for students who have withdrawn from a required fundamental course due to lack of sufficient preparation,
4. The course primarily involves physical education or activity, including first aid.

#### **RULES**

To ensure that half-semester courses do not negatively impact students' progress toward their degrees by either limiting the number of credit hours they can earn during one semester or requiring them to take excessively heavy loads of credits for half-semesters, the following rules will apply:

1. Those courses offered in pairs must be scheduled for the first and second half-semesters for the same time slot.
2. Pairs may consist of courses from different departments but should be addressed in a common proposal.
3. No curriculum may require a student to take more than one free standing (unpaired) half-semester course in four consecutive semesters.
4. Only "on track" or physical education or activity courses may be offered unpaired in the second half of a semester.

All other University policies and procedures for adding courses remain in effect for half-semester courses.

#### **Proposal 4-00:**

**Adopted by Senate: 10 November 1999**

**Approved by Administration: 20 January 2000**

#### **Proposal 10-03:**

**Adopted by Senate: 12 February 2003**

**Approved by President: 18 February 2003**