

From: [John Means](#)
To: [Tom Burke](#)
Cc: [Danielle Hillard](#)
Subject: Timing of the purging of the class waitlist
Date: Wednesday, April 4, 2018 5:20:43 PM

Tom,

Several months ago there was a request to change the timing of when the class waitlist is purged. This topic has been discussed at district Consultation Council and three times at the district-wide meeting of vice presidents. At the last Consultation Council meeting I indicated that the item would be discussed again at the March meeting of the vice presidents at which time we would reach a decision. The vice presidents and I have agreed to move the timing of the purging of the waitlist from the night of the next day after the last day to withdraw from a class and obtain a refund to the second day after the last day to obtain a refund from dropping. For example, for a 16 week semester course in which Monday isn't a holiday, Friday is the last day for students to obtain a refund after dropping a class. Currently the purging of the waitlist is Saturday night at approximately 11:00 pm. We are suggesting moving that timing to Sunday night at approximately 11:00 pm.

The concern about this timing of purging the waitlist is that some early data reflects that student who enter a class later after it begins have a lower success rate. The vice presidents and I agree that we will try this new date for purging with the understanding that we will ask Institutional Research to gather appropriate data that reflects the success of students that enter class after the start date. We then will request that data next year and continue to evaluate this new process.

I believe that this issue and decisions needs to be vetted at the next Consultation Council although it appeared that all members were in support of moving the date when this item was discussed in February.

This would be effective for the fall 2018 semester.

John

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