

**St. Thomas University
Policy Statement**

Policy Name: Interession/Summer Session

Classification:

General Administration

Academic

Unit

 X

Issued by: _____ **(Signature)**
 Vice-President (Academic) **(Title/Authority)**

Date of Issue: September 20, 2005

Policy:

The Interession committee exists as an advisory committee to the Vice-President (Academic) and is responsible for the development of Interession and Summer Session course offerings. This committee is comprised as follows: Registrar (Chair, *ex officio*), one student elected by Senate, and two full-time faculty members elected by Senate. Faculty members and students who are themselves considering participating in Interession or Summer Session courses are not eligible to serve on the Committee.

By September 1, the Interession committee will issue a call for course proposals to all department chairs and programme directors. The department/programme will decide which courses they wish to submit to the Interession committee for consideration. Departments/programmes shall have the right to determine when a particular course is not appropriate for delivery during Interession or Summer Session. The deadline for submission of course proposals to the Interession committee will be September 30.

By October 15, the Interession Committee will develop an initial list of courses. The list will take into consideration the recommendations of departments and the selection a 5rathe recommendati7shen a pa

**St. Thomas University
Interession/Summer Session Timeline**

Timeline	Activity/Deadline
September 1	The chair of the Interession committee will issue call for course proposals to all department chairs and programme directors.
September 30	Deadline for course recommendations from department chairs and programme directors to the Interession Committee.
October 15	The Interession committee develops an initial list of courses.
November 1	The Vice-President (Academic) conveys his decision to the Interession committee
November 7	The chair of the Interession committee writes to the chairs and programme directors with list of approved courses, asking them to arrange staffing of the courses.
November 21	Deadline for the chairs and programme directors to recommend to the Vice-President (Academic) the instructors for the approved courses and to indicate those positions which require advertising.
December 1	The Registrar publishes the list of course offerings for Interession and Summer Session. Courses listed will run unless enrollment is fewer than three students.

2005-09-27

St. Thomas University
Intersession/Summer Session 2006
(This year only)

Transitional Timeline

Activity/Deadline

September 30, 2005

Intersession committee will issue call for course proposals to all department chairs and programme directors.

October 17, 2005

Deadline for course recommendations from department chairs and programme directors to the Intersession Committee.

October 28, 2005

initial list of courses.

The Intersession committee develops an