

By December 1, the Registrar will publish the list of course offerings for Intersession and Summer Session .

Courses listed will run unless enrolment in them is less than three students.

Selection Principles

In making its recommendations for Intersession/Summer Session offerings, the Intersession Committee shall consider the following factors:

- i) the need to make available courses that will help students meet their programme requirements;
- ii) the importance of ensuring that most courses will attract strong enrolments;
- iii) the need to ensure a reasonable variety of courses from year to year and among departments;
- iv) the need for a schedule that is balanced in terms of both dates and times;
- v) the need to ensure that appropriate courses will be available for students who are trying university for the first time;
- vi) the desirability of giving preference to courses that work better in the compressed intersession/summer session format, or are not adversely affected by that format;
- vii) the desirability of using Intersession/Summer Session as an opportunity for curricular experimentation;
- viii) the importance of coordinating, as much as possible, with UNB Intersession/Summer Session offerings.

approved Senate: 2005-09-15

*Policy Origin:

This policy was prepared by

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Registrar

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**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	The Intersession committee develops an initial list of courses.
November 4, 2005	The Vice-President (Academic) conveys his decision to the Intersession committee
November 7, 2005	The chair of the Intersession committee writes to the chairs and programme directors with list of approved courses, asking them to arrange staffing of the courses.
November 21, 2005	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, 2005	The Registrar publishes the list of course offerings for 2006 Intersession and Summer Session. Courses listed will run unless enrollment is fewer than three students.

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