

**Proposed Item for the Faculty Senate Meeting of December 3, 2008 Agenda
From the Scholastic Standards and Petitions Committee**

<u>Current</u>	<u>Proposed</u> (Changes in bold)
<p>Class Attendance</p> <p>Students are obligated to complete all assigned work promptly, to attend class regularly, and to participate in whatever class discussion may occur.</p> <p>Absence from more than 10 percent of the scheduled class sessions, whether excused or unexcused, is excessive and the instructor may choose to exact a grade penalty for such absences.</p> <p>The instructor's attendance policy should be ascertained by the student at the beginning of the semester. It is of particular importance that a student who anticipates absences in excess of 10 percent of the scheduled class sessions receive prior approval from the instructor before the last day to change schedule as published in the academic and refund calendars on the registrar's Web site.</p> <p>It must be emphasized that the "10 percent rule" stated above applies to both excused and unexcused absences. Faculty members should notify classes specifically of the attendance policy which they intend to follow in each class.</p>	<p>Class Attendance</p> <p>Students are obligated to complete all assigned work promptly, to attend class regularly, and to participate in whatever class discussion may occur.</p> <p>Absence from more than 10 percent of the scheduled class sessions, whether excused or unexcused, is excessive and the instructor may choose to exact a grade penalty for such absences.</p> <p>The instructor's attendance policy should be ascertained by the student at the beginning of the semester. It is of particular importance that a student who anticipates absences in excess of 10 percent of the scheduled class sessions receives prior approval from the instructor before the last day to change schedule as published in the academic and refund calendars on the registrar's Web site. It is recommended that the faculty include a policy statement in their syllabi requesting students to meet with the instructor early in the semester to discuss the consequences of potential excessive absences due to participation in approved university sponsored events and other permissible events (see the list below) including observances of major religious holidays according to the interfaith calendar.</p> <p>It must be emphasized that the "10 percent rule" stated above applies to both excused and unexcused absences. Faculty members should notify classes, specifically in the course syllabi, the attendance policy which they intend to follow in each class.</p>

	<p>For the purpose of this policy, the following may be considered by faculty as examples of approved university sponsored activities:</p> <ul style="list-style-type: none">- Participation in an authorized university activity (such as musical performances, academic competitions, or varsity athletic events in which the student plays a formal role in a University sanctioned event)- Required participation in military duties- Mandatory admission interviews for professional or graduate school which cannot be rescheduled- Participation in legal proceedings or administrative duties that require a student's presence <p>In addition, it is suggested that faculty give due consideration to absences relating to the following events as possible cases of approved absences:</p> <ul style="list-style-type: none">- Death or major illness in a student's immediate family- Illness of a dependent family member- Religious holy day- Illness that is too severe or contagious for the student to attend class
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