

REPORT OF FACULTY-STUDENT RELATIONS COMMITTEE

Recommended Class Attendance Policy

Enrollment in a course obligates the student not only for prompt completion of all work assigned but also for punctual and regular attendance and for participation in whatever class discussion may occur. It is the student's responsibility to keep informed concerning all assignments made. Absences whether excused or unexcused do not absolve him from this responsibility.

Unexcused absence from more than 10% of the scheduled class sessions is excessive and the instructor may choose to exact a grade penalty for such absences.

The instructor will determine whether an absence from the class shall be excused or unexcused. Absences will be excused for (a) incapacitating illness, (b) official representation of the University, (c) death of a close relative, (d) religious holiday, and (3) other circumstances preventing attendance and beyond the control of the student. Excuses for official representation of the University should be obtained from the official supervising the activity. Absences from announced quizzes and laboratory sessions will be made up at the discretion of the instructor.

In the event of impasse between student and instructor, and upon appeal by the student, the dean of the college in which the course is taught shall make the final decision as to whether an absence is to be considered excused.

Stricter attendance regulations may be enforced by a specific college of the University. The instructor's attendance policy must be included in the course syllabus which shall be provided to each student during the first week of class. Faculty members may not impose any more restrictive regulations than those authorized by the college or stated here.

Submitted by: Faculty-Student Relations Committee