

logistical issues, the very large proportion of classes that may be missed undermines stated institutional values, including learning communities, collaborative and cooperative learning, project-based learning, and interactive learning. To address this situation and further clarify the policy, APP proposes the following resolution to again revise the policy.

WHEREAS, implementation of the new attendance policy this year has revealed that missing 25% of a course is excessive, and that providing alternative assignments or not counting activities for up to 25% of a course is not appropriate for many courses, such as lab courses, collaborative and cooperative learning-based courses, project-based courses, etc.;

AND WHEREAS, faculty should have the authority to determine how important attendance is to the learning experience in their classes;

BE IT RESOLVED, that the University adopt the following revised attendance policy for all students:

Proposed Revision to Attendance Policy

Because classroom experiences vary greatly among disciplines, deliveries and instructors, Rowan's community of learners is best realized when teachers and learners interact in ways deemed appropriate for any particular class. Thus, although what constitutes attendance can differ from course to course, the following applies to all courses:

Responsibilities of Students

- 1) Students are expected to be present at each meeting of each scheduled class for which they are officially registered. Students are responsible for knowing the instructor's attendance policy as stated in the syllabus.
- 2) Students absent for any of the following reasons:
 - § Religious observances
 - § Official University activities
 - § Documented illness
 - § Death of a family member or loved one
 - § Inclement weather

must inform their instructor with **official or verifiable written documentation** before the fact in cases of religious observances and onir T0 Tc - (0 Tw 19 6esponsi(int weather) TEE

a maximum number of absences for a course—whether excused or unexcused—after which a student should withdraw from the class with a WF. If the Dean of Students determines, in consultation with the faculty member, that excused absences were a significant factor, the withdrawal may be altered to a simple W.

Current Attendance Policy Effective Fall 2008

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 - § Inclement weather

must inform their instructor with official written documentation before the fact in cases of religious observances and official University activities, or as soon as possible thereafter in cases of illness, death of a family member or loved one, and inclement weather.

Responsibilities of Faculty

- 1) Faculty are expected to keep accurate attendance records.
- 2) Attendance requirements must be part of the syllabus provided to students prior to the end of the drop/add period.
- 3) In the case of #2 under Student Responsibilities, faculty must make reasonable accommodation to provide these students the opportunity to make up their written work, tests, or other assignments at the earliest possible convenient time. In cases where graded classroom activities cannot be repeated, the faculty member will either provide an alternative graded exercise to replace the missed activity or remove the activity from the calculation of the student's final grade.
- 4) Faculty are under no obligation to make special provisions for students that are absent for reasons other than those listed above.
- 5) Faculty should counsel students who develop a pattern of excessive and unexplained absences, and to request assistance from the Dean of Students if the pattern continues.
- 6) Faculty (singularly or as part of a department or program) may establish additional attendance criteria that are consistent with the above. This may include referring students who have missed more than 25% of scheduled class times for reasons listed in #2 under student responsibilities to the Dean of Students to arrange a hardship withdrawal from the class.

