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DOC 1994-06 Attendance Policy

University of Dayton. Academic Policies Committee

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PROPOSAL TO THE ACADEMIC SENATE

TITLE Attendance Policy

SUBMITTED BY Academic Policies Committee

DATE December 16, 1994

Indicate the action required: Legislative, Concurrence, or Consultation, and refer to the appropriate reference in the Senate Constitution (Article IIB, 1, 2, 3).

ACTION IS: Legislative

REFERENCE IS: Article II, B, 1.

DESCRIPTION OF PROPOSAL:

See attached document.

Revision to Senate Document No. 87-5 and 93-2.

ATTENDANCE POLICY

Current policy states:

In addition to the first-year-student policy, faculty may institute an attendance requirement. This may be done for any course (including seminars, laboratories, performance courses, clinical field-based courses, and the like) provided that the policy is approved by a faculty committee of the department and/or the department chair. If attendance is used as a grading component, the instructor is obligated to clarify his or her classroom policy regarding absences in writing in the syllabus provided during the first full week of the semester. Let it be noted that to insure accuracy of records, every student must be present at class during the first week of each term. (Underline added to highlight text in question.)

Recommended change:

In addition to the first-year-student policy, faculty may institute an attendance requirement. This may be done for any course (including seminars, laboratories, performance courses, clinical field-based courses, and the like) provided that it is reviewed by the department chairperson. If attendance is used as a grading component, the instructor is obligated to clarify his or her classroom policy regarding absences in writing in the syllabus provided during the first full week of the semester. Let it be noted that to insure accuracy of records, every student must be present at class during the first week of each term. (Underline added to highlight text in question.)

Reasons for recommending the change:

1. Setting a class attendance policy should be a faculty member's prerogative. Determining the requirements and expectations for points, and thus grades, should be under faculty control.
2. On the whole, our students do not take attendance (particularly on certain days and time periods) as seriously as they should. Allowing faculty members to set their own policies, without having to seek formal approval, sends a message to both students and faculty that attendance should be taken more seriously. Allowing faculty to set their own policies more easily may also result in a greater number requiring attendance. This could have a ripple effect increasing attendance even in those classes without a formal policy.
3. There is some concern that faculty may be instituting attendance requirements without appropriate review. This is an undesirable situation.