

Proposed Changes to the Academic Attendance Policy

6. When a student persistently neglects class assignments or has excessive absences, the faculty member may request that the student withdraw from the class or may notify the student that he or she has been terminated with a grade of F in that particular class. A student may not be dropped from a course for missing classes unless the number of UNEXCUSED absences equals or exceeds TWICE the number of times the class meets per week (e.g., SIX absences in a MWF class, or FOUR absences in a TTh class). Through the 12th week of the semester, the faculty member may assign a grade of W instead of an F.

In order to drop a student from a class, the faculty member must send a request to the registrar. The request must include the rationale for why the student should be dropped from the class and evidence of at least 2 attempts to contact the student and note areas of concern regarding the student's level of engagement with the course. All requests will be reviewed by the Academic Senate Review Committee. If approved, the student will be removed from the class.