

Report from The ^{Sub-}Committee on: PENALIZING FOR ABSENCE

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Inasmuch as the question of penalties for undue absence has been considerably discussed at previous intervals, it is presumed that each faculty member is well aware of the problem. No solution to this question has been obtained which is satisfactory to all members of the Faculty.

Any method to be workable should be of such a nature that it can be easily enforced, work no hardship on any one except the student, apply equally well in all departments, remunerate the instructor if additional work on his part is required, not conflict with administration and be fair to all students.

As a result of their discussion the committee presents the following plans.

Definition: An unexcused absence shall mean, a class meeting either lecture, recitation or laboratory for which the student does not present a certificate of excused absence from their respective dean.

- A. Each student to be permitted as many unexcused absences as hours in the course. Any further unexcused absence to be penalized by expulsion from class, with reinstatement at the option of the dean and instructor.

Work missed due to excessive unexcused absence may be made up with permission of the instructor.

- a. the instructor may require additional work other than normal assignment.
- b. A quiz may be given, to cover the work missed, for which the student will pay \$2.

- B. When any student has accumulated three unexcused absences he will be dismissed from class. Readmission can be obtained only by written permission of the dean and consent of the instructor with payment of a \$1 readmission fee. A second accumulation of three unexcused absences will cause a second dismissal, readmission to be made as in the first case but a \$3 readmission fee. Further unexcused absence will result in permanent dismissal from class.

Permission to make up lost work will be at the option of the instructor.

- C. No penalties be enforced except those which the individual instructor cares to make, such as (1) lowering of grade, (2) required quiz, (3) assignment of work other than normal requirement, etc.