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Deletion of Students for Non-Attendance on the First Day of Class
Submitted by Clara Krug
3/7/2007

Question:
What is the status of the proposed policy whereby faculty members would be required to delete students from their class rolls on the first day of class each semester?

Rationale:
The week of February 26, faculty members in departments in at least two colleges received a document that specified that this policy would be implemented during Summer Semester 2007. The document was produced by the Office of the Registrar; the name of reference was Amy Heaston, Associate Provost. During the 2005-2006 academic year, Senators were told that this policy would not be implemented before the completion of discussions with members of the Student Government Association and additional consideration of the policy by the Faculty Senate.

SEC Response:
The proposal discussed in Dean’s Council was a draft, which, according to Provost Dr. Linda Bleicken, was always intended to come before Senate before implementation. There are, however, many questions about this proposed policy still to be answered - mechanics of the waitlist, etc. The SEC has scheduled the matter as a discussion item for the March 28, 2007 agenda. At that time, we can purely discuss, or make a motion to adopt the policy, or make a motion to refer the policy back to administration for further refinement. Pat Humphrey, Faculty Senate Moderator.

Senate Response:
There was a request from Clara Krug, somewhat in response to some miscommunication about a proposed policy for deleting students who don’t attend the
first day of class, which has come back to us. It was discussed in Deans’ Council as a
draft, which, according to Dr. Bleicken, was also intended to come before the Senate
before Senate Minutes, implementation. There are still a lot of questions about the
proposed policy to be answered, and the SEC decided to place this as a discussion
item on today’s agenda. We may then make a motion to endorse it, to say we don’t
endorse it, whatever. The SEC declined to make a motion one way or another.
Humphrey stated that she and Mike Deal (Registrar) had discussed the policy the
previous Monday and that they had discussed questions raised during a prior SEC
meeting. She presented the following information regarding the waitlist:

- Individual departments will be the ones who decide what classes may have a waitlist
  or may not, and how many seats might exist on the waitlist, if it does exist.

- When a class is full, students will register for a waitlist in the same way they currently
  register for a regular class. They won’t be allowed to register for a waitlist for a class in
  which they’re already registered for a different section, or for a class that has a time
  conflict. Furthermore, students who are not waitlisted will not be allowed to register for a
  course that has people on a waitlist.

- Students with legitimate reasons for missing the first day of class will be filling out a
  form on My.GeorgiaSouthern on or before the first day of class to try to signal that, yes,
  they are planning on coming. Mike Deal did confirm that trying to substantiate some
  reasons could become a problem. For example, what if the student says that he/she is
  sick, but doesn’t submit the documentation?

- Furthermore, the process to delete students will run only the first scheduled day for
  class, not every night. A proposed draft that was circulated with the agenda mentioned
  the twenty-four hour time limit for students to act on that notification.
  - In large classes signing in at WebCT would probably at least signal students’ intent to
    participate in the class.

- For large classes, the Registrar’s Office has been investigating using scanners to
  scan IDs as students enter or leave a class. They would merely swipe their ID, and it
  would interact with the Attendance Verification form. So instructors of large classes
wouldn’t have to deal with attendance. The Registrar’s Office will be working on further testing that this summer.

Humphrey and Deal also discussed the possibility, once initial Attendance Verification has been done, of changing the form online so that only the names of those students who hadn’t yet been verified would show.

Attachments: DFCD Policy Pilot Implementation
DFCD Policy Draft