

11-17-1981

## Academic Policy Advisory Committee meeting minutes, November 17, 1981

Moorhead State University

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Minutes of Academic Policy Advisory Council  
Tuesday, November 17, 1981, 4:00 p.m., Owens A

Members present: W. Jones, Chair; R. Badal, R. Bynum, J. Charon,  
D. Corrick, D. Deneau, W. Fischer, P. Joraanstad,  
M. Kranz, B. McCashland, D. Meinke, D. Nelson, N.  
Parlin, S. Roy, O. Sharma, J. Tesch, W. Thomas.

Revised Statement on Student Absences

The Academic Policy Advisory Council recommended approval of the following Statement on Absences.

Students are expected to attend all class meetings. If absences do occur, the following guidelines are in effect.

Faculty members may or may not take roll in their classes, and they may or may not lower the marks of students for the sole reason of unexcused absences. If a faculty member has a policy of penalizing students for non-attendance, he/she (1) must announce the policy at the first class meeting of the quarter and (2) must place on file with the department chairperson an explicit statement of the policy.

Students should be excused from classes for emergencies, illness, religious observances, and offically scheduled events.

Before an event becomes "officially scheduled," it must be approved by the appropriate dean or vice-president at least two weeks prior to the event (the president approves athletic schedules, and chairpersons may approve course-related events such as field trips). At least one week prior to the officially scheduled event, the person in charge must circulate a list of participants to all concerned faculty members. Absences of students named on these lists will be regarded as excused absences. Within the limits of feasibility, an excused absence assures a student of the right to make up whatever work has been missed. It is the student's responsibility to consult with the instructor about the make-up requirements, preferably prior to the absence or absences. The nature, the time, and the place of the make-up work are at the discretion of the instructor involved.

Computer Science curriculum revisions

R. Bynum moved, D. Corrick seconded, to approve the revision in the non-teaching major in Computer Science to include 3 credits of approved electives and the number of credits in the teaching minor should be changed from 34 to 32 as a result of a change in credit for COMS 280. Motion carried.

Qualitative Study of Graduate Programs in the SUS

W. Jones explained the process for the graduate program review which will be done at each of the universities in the system. The guidelines for the review were discussed.

S. Ferris, Secretary

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