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3 **50-R-10**

4 **A Resolution to Canvass for the Creation of a Standardized Absence Policy at The**
5 **Ohio State University**

6 Chase Barnett (for himself, Kate Greer, Farhan Quadri, Becky Slavik, and Amraha
7 Nadeem) introduced the following legislation to the Steering Committee, where it passed.

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9 * * *

10
11 **Whereas** the Undergraduate Student Government represents all undergraduate students
12 at The Ohio State University, and

13
14 **Whereas** Rule 333-5-9-21 of The Ohio State University Faculty Rules states that “Each
15 department or school may make its own rules relative to occasional absences by students
16 from scheduled activities,”¹ and

17
18 **Whereas** Rule 3335-9-22 of The Ohio State University Faculty Rules states that “When a
19 student misses class in order to participate in a university sanctioned event, such as a field
20 trip for another class, or an athletic or band event, or a specially scheduled class or
21 examination...Instructors of the regularly scheduled classes...should make reasonable
22 efforts to assist students who miss a class due to authorized absence. The instructor,
23 however, is not obliged to provide make-up classes, laboratory exercises, field trips, or
24 examinations,”² and

25
26 **Whereas** a standardized absence policy created for classrooms across the university
27 would be beneficial to undergraduate students of all colleges, and

28
29 **Whereas** there are many public and private universities across the nation that already
30 have a similar absence policy in place, and

31
32 **Whereas** the Universities of Minnesota, Illinois, Wisconsin, Michigan, Maryland,
33 Michigan State, Harvard, Brown, Columbia, Stanford, and Vanderbilt already have a
34 universal absence policy in place (see Appendix A), and

35
36 **Whereas** the University of Minnesota, notably, follows a clear and concise absence
37 policy that states that professors may not penalize students for excusing themselves from
38 class in circumstances such as military service, jury duty, medical conditions, religious
39 observances, and a few other stated reasons,³ and

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¹ <https://trustees.osu.edu/rules/university-rules/chapter-3335-9-attendance-and-graduation.html>

² Ibid.

³ <https://policy.umn.edu/education/makeupwork>

41 **Whereas** an excused absence is an absence for which the student has the right to receive,
42 and the instructor has the responsibility to provide, academic accommodation;

43
44 **Therefore, Let it Be Resolved** that the Undergraduate Student Government supports the
45 creation of a universal standardized absence policy to be used throughout the university,
46 and

47
48 **Therefore, Let it Further Be Resolved** that events such as religious observances,
49 serious illness, and compelling circumstances beyond the student's control should qualify
50 for an excused absence, and

51
52 **Therefore, Let it Further Be Resolved** that notification of an absence should be brought
53 to the professor's attention in a timely manner, and

54
55 **Therefore, Let it Further Be Resolved** that students must provide appropriate
56 documentation of the absence in the form of a doctor's excuse, religious calendar, court
57 summons, or death announcement.

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Floor Vote: Passed with unanimous consent

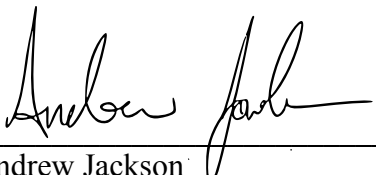
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Andrew Jackson
President

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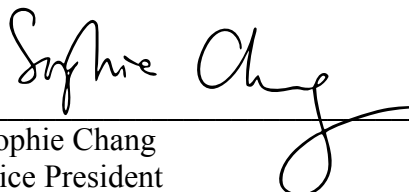
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Sophie Chang
Vice President

Date Adopted: September 27, 2017

Date Terminated: _____

75 **Appendix A**

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77 **Consolidated Research and Outlined Proposition for our Standardized Absence**
78 **Policy**

79 The goal of this project is to create a standardized absence policy to be used in the classes
80 of all colleges across the university.

81 *Schools that have a similar policy already:*

- 82 ● **University of Minnesota**
 - 83 ○ <https://policy.umn.edu/education/makeupwork>
- 84 ● **University of Illinois**
 - 85 ○ http://studentcode.illinois.edu/article1_part5_1-501.html
- 86 ● **University of Wisconsin**
 - 87 ○ <https://kb.wisc.edu/lis/page.php?id=24628>
- 88 ● **University of Michigan**
 - 89 ○ <https://lsa.umich.edu/advising/policies-procedures/class-attendance.html>
- 90 ● **University of Maryland**
 - 91 ○ https://pdc-svpaap1.umd.edu/teach/attend_change.html
- 92 ● **Michigan State University**
 - 93 ○ <https://ombud.msu.edu/classroom-policies/#attendance>
- 94 ● **Harvard University**
 - 95 ○ [http://static.fas.harvard.edu/registrar/ugrad_handbook/current/chapter2/att](http://static.fas.harvard.edu/registrar/ugrad_handbook/current/chapter2/attendance_absences_etc.html)
96 [endance_absences_etc.html](http://static.fas.harvard.edu/registrar/ugrad_handbook/current/chapter2/attendance_absences_etc.html)
- 97 ● **Brown University**
 - 98 ○ <https://www.brown.edu/academics/college/degree/about/office-hours>
- 99 ● **Columbia University**
 - 100 ○ [http://bulletin.columbia.edu/general-studies/undergraduates/academic-](http://bulletin.columbia.edu/general-studies/undergraduates/academic-policies/attendance/)
101 [policies/attendance/](http://bulletin.columbia.edu/general-studies/undergraduates/academic-policies/attendance/)
- 102 ● **Stanford University**
 - 103 ○ [https://undergrad.stanford.edu/academic-planning/academic-](https://undergrad.stanford.edu/academic-planning/academic-policies/attendance-and-absences)
104 [policies/attendance-and-absences](https://undergrad.stanford.edu/academic-planning/academic-policies/attendance-and-absences)
- 105 ● **Vanderbilt University**
 - 106 ○ <https://as.vanderbilt.edu/academics/policies/absences.php>

- 108 1. An excused absence is an absence for which the student has the right to receive, and
109 the instructor has the responsibility to provide, academic accommodation.
- 110 2. Students are fully expected to attend each and every class meeting scheduled during
111 the normal meeting times, however, things do come up and some professors seem to be
112 much more understanding of this than others. The goal of this shared governance
113 proposal is to create a universal policy for all professors and classes to follow across the
114 entire university. Students will still be expected to meet all of the requirements of each
115 course for which they are registered, and students will still be expected to attend normally
116 scheduled classes regularly. Consistent attendance is key for students to gain a greater
117 understanding of course concepts and materials.
- 118 3. Events That Should Justify an Excused Absence
 - 119 a. Religious observances
 - 120 b. Mandatory military obligation

- 121 c. Illness of the student or illness of an immediate family member
- 122 d. Compelling circumstances beyond the student's control (death in family,
- 123 required court appearance)
- 124 e. This list is not exhaustive. Anything not described on this list is up to the
- 125 professor's discretion

126

127 4. Notification and Documentation

128 a. Notification must be provided in a timely manner. Notification must be

129 provided either prior to the absence or as soon afterwards as possible. In the case

130 of religious absences, notification should be provided at the beginning of the

131 semester to give the professor time to prepare accordingly.

132 b. Student must provide appropriate documentation. Documentation must

133 come in the form of doctor's excuse, religious calendar, court summons, or death

134 announcement, etc.

135

136 Excused absences should not alter the academic requirements of the course. Students are

137 still responsible for the material missed on the day of the absence and the professor must

138 be required to provide the missed information to the student if they shall request it after

139 the absence has been properly documented