



Special Attendance Policy for Fall 2009 Semester

A. Scope

1. **Class attendance:** This Special Absence Policy temporarily modifies Section C of the College of Law's [Enrollment, Attendance, and Withdrawal](#) policy.
2. **Assignments:** It also applies to assignments — other than the final examination — due for a particular class, such as seminar papers and other written assignments, oral arguments, and other coursework with a particular deadline.

B. Background: In compliance with Centers for Disease Control recommendations, students should not attend class or any public gatherings while ill with influenza or flu-like symptoms. Students with flu symptoms will be asked to leave campus if possible and return home during recovery. The illness and self-isolation period will usually be about a week. Most students should be able to complete a successful semester despite a flu-induced absence. We also encourage students who are caregivers for other individuals suffering from the flu to follow the CDC [Guidelines for Caretakers](#), and to use the provisions of this policy.

C. Special Provisions for Fall 2009

1. Class Attendance

- a. A student who has the flu, flu-like symptoms, or another contagious or serious illness — or is caring for an individual suffering from the flu — should contact the Associate Dean of Academics as soon as possible. The Associate Dean of Academics will have discretion to consider all relevant factors and determine the number of reasonable absences in each of the student's classes. In most situations, it will not be reasonable for a student to miss more than 30% of the class sessions. The Associate Dean may request the student to obtain a doctor's note or to provide other documentation.

- b. If the Associate Dean of Academics is not available to make decisions under this special policy, the Dean may either make those decisions or may appoint another member of the tenured faculty to make those decisions.
- c. If the student misses more class sessions than approved by the Associate Dean of Academics, the student will be excluded from the final examination and/or will be awarded an X grade for the course.

2. Missed assignments: This section applies to class assignments, other than the final examination. When a student contacts the Associate Dean of Academics as described above, the Associate Dean will in turn notify the student's professors.

- a. For a student who is working with the Associate Dean of Academics as noted above, faculty members will, whenever possible, provide the student with a reasonable opportunity to make up missed work. If necessary, the Associate Dean of Academics will work with the professor and student to find the best solution regarding missed assignments.
- b. Ordinarily, it will be inappropriate to substitute for the missed assignment the weighting of a semester's work that does not include the missed assignment. The opportunity to complete all assignments supports the College of Law's desire to enable students to make responsible situational decisions, including the decision to avoid spreading a contagious virus to other students, staff, and faculty, without endangering their academic work. It also assures the greatest chance for students to develop heightened understanding and content mastery that is unavailable through the weighting process.

3. Final examinations: If a student is ill and does not believe he or she can take a final examination as scheduled, the student should follow the [Severe Examination Distress](#) policy.

D. Duration: This policy will remain in effect until December 31, 2009. It may be renewed for an additional semester at the discretion of the Dean of the College of Law. If not specifically renewed, the policy will expire without further notice.

Cross-References: Enrollment, Attendance, and Withdrawal; Severe Examination Distress; [Student Code of Professionalism and Conduct](#).

Faculty policy approved September 9, 2009; expires December 31, 2009, unless specifically extended.