



Liberal Arts Department Attendance Policy

Regardless of class format (in-person, synchronous or asynchronous online, hybrid), instructors in all liberal arts courses will take attendance. Please note that missing multiple classes can, and will likely, have a negative impact upon your grade due to missed in-class assignments and/or loss of participation points (where applicable) and decreasing your mastery of the course material.

In Person and Online Synchronous Courses

Class meetings are the main opportunity to create knowledge together and practice the skills you are learning throughout the semester. Arriving to class on time and well prepared is crucial for your and your peers' learning, and everyone misses out on your contributions if you are not present. If you must miss class, you are responsible for the material that was covered. You should contact your classmates and attend your instructor's office hours to stay on track. If you are going to miss several classes during the semester, please contact your instructor as soon as possible so they can discuss with you how they can best support your success in this course and you can find solutions together.

Online Asynchronous Classes

This course will be conducted entirely online and there will be no set class meeting times. However, you will still be expected to actively participate and engage with your instructor and peers throughout the semester in order to be successful in the course. As such, students are required to complete all assignments by the due date, and to actively participate in class activities. Many of the assignments are open for multiple days, so it is your responsibility to complete the work early if you plan to travel or participate in national holidays, religious observances or University approved activities. If you need to request an exception due to a personal or medical emergency, contact your instructor as soon as you are able. Such requests will be considered on a case-by-case basis, and accommodations are at the sole discretion of your instructor.

Attendance is taken based on the completion of at least one assignment by the standing weekly due date.

Approved by the Liberal Arts Chairs 6/6/2024