

Adopted: March 4, 2003

**ACADEMIC SENATE
of
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, CA**

AS-592-03/IC

**RESOLUTION ON
CLASS ATTENDANCE (CAM 485.2)**

1 WHEREAS, The Class Attendance section (485.2) in the Campus Administrative Manual
2 (CAM) has not been revised since June 1979; and
3

4 WHEREAS, This section outlines the excusable reasons for allowing students to make up
5 missed work; and
6

7 WHEREAS, It does not mention NCAA athletic competitions, Instructionally Related
8 Activities (IRA)/competitions, court appearances, or job related interviews as
9 excusable reasons to make up missed class work. As presently published, CAM
10 Section 485.2 reads as follows:
11

12 485 Class Attendance

13
14 485.2 To maintain uniformity, it is suggested that instructors consider the following
15 “excusable” reasons for allowing students to make up missed work:

- 16 A. Illness with a doctor’s statement
17 B. Serious illness or death of close relatives
18 C. Active participation in university events (an instructor may require a
19 statement from the adviser involved certifying that the student was
20 actively participating in a recognized university event)
21 D. Field trips
22 E. Religious holidays
23 F. Selective service and military reasons;
24

25 therefore, be it

26
27 **RESOLVED:** That the wording in CAM Section 485.2 be changed as follows:
28

29 ~~485.2 To maintain uniformity, it is suggested that instructors consider~~ It is strongly urged
30 that instructors accept the following “excusable” reasons for allowing students to make
31 up missed work;
32

33 and, be it further

34 RESOLVED: That the following wording be added to CAM Section 485.3:

35

36 Any student seeking to make up missed work pursuant to 485.2, must inform the
37 instructor of their intent in a timely manner;

38

39 And, be it further

40

41 RESOLVED: That the following items be added to Campus Administrative Manual section
42 485.2 as excusable reasons for missing class work:

43

44 G. NCAA athletic competitions

45 H. Instructionally Related Activities (IRA)/competitions

46 I. Jury duty or any other legally required court appearances

47 J. Job or internship interviews

Proposed by: Academic Senate Instruction Committee

Date: November 18, 2002

Revised: January 7, 2003

Revised: March 4, 2003

