

Approved July 17, 2009

TITLE: PROPOSED REVISION TO VCCS POLICY MANUAL SECTION 5.6.8 – Class Attendance (C) (Academic, Student Affairs, and Workforce Development Committee, Information Item III.A.3.a)

BACKGROUND:

Building on results of the national Achieving the Dream project, the VCCS is strengthening efforts to enhance student success as a critical component of the System's strategic plan. Other states have found that state and college-level policies may inadvertently create barriers to student success.

To initiate discussion on this topic by members of ASAC, VCCS staff members reviewed the *VCCS Policy Manual* Section 5 and identified several existing policies that might impede student success. Members of the Educational Programs Committee agreed at the September 2008 meeting to discuss whether these policies should be revised to promote greater student success. Discussions were initiated at the November 2008 meeting and at the May 2009 meeting it was decided to align the attendance policy with **VCCS Policy 5.6.0**, which reads:

In order to receive any letter grade, a student must have attended a minimum of one class meeting or the equivalent in the case of a distance learning course. In a distance learning course, initial student attendance is determined by course participation as measured by accessing and using course materials, completion of a class assignment, participation in a course discussion, or other evidence of participation. Students who enroll in a course but do not attend a minimum of one class meeting or the distance learning equivalent by the census date or earlier date as defined and published by the institution must be administratively deleted from the course by the college. Existing college policies regarding tuition refund shall remain in effect.

CURRENT POLICY:

5.6.8 Class Attendance (C)

Each college shall develop its own attendance regulations, to include policies for distance learning students.

PROPOSED POLICY REVISIONS:

5.6.8 Class Attendance (C)

Each college shall develop its own attendance regulations, to include policies for distance learning students. *At a minimum, the college attendance policy*

Approved July 17, 2009

must be in alignment with provisions of VCCS Policy Manual Section 5.6.0, which defines minimum attendance required to receive a letter grade.

PROPOSED POLICY:

5.6.8 Class Attendance (C)

Each college shall develop its own attendance regulations, to include policies for distance learning students. At a minimum, the college attendance policy must be in alignment with provisions of VCCS Policy Manual Section 5.6.0, which defines minimum attendance required to receive a letter grade.

RECOMMENDATION:

None. This item is presented for information only.

RESOURCE PERSONS:

Dr. Monty Sullivan, Vice Chancellor for Academic Services & Research, VCCS, msullivan@vccs.edu, 804-819-4972.

Mr. Bill Hightower, Director of Educational Programs, VCCS, bhightower@vccs.edu, 804-819-4696.