

REPORT ON ABSENTEES TO THE CABINET ✓

(Adopted, February 26, 1942)

About a year ago the Classification Committee expressed to the Cabinet a desire for reconsideration of our Policy on Absentees. After discussion the Classification Committee was assigned the responsibility of making the study. This was done and a report was presented late in the spring. This report was turned down and the Classification Committee was instructed to bring in another report for consideration.

At the close of the spring semester the committee felt that the data gathered was insufficient upon which to base a recommendation so upon agreement the study was continued throughout the fall semester of the current year. The teachers were requested to keep an accurate record of absentees and to report weekly to the Registrar's Office. These reports were distributed to Miss Shelburne, Mr. Pittman and Professor Sherer for follow up work with the individual students. Excused absences reported to the Registrar's Office were noted in the Faculty Bulletin regularly.

Progress on the work of the Classification Committee has been reported from time to time. We are now ready to present a recommendation growing out of the findings of the weekly reports and the report on absences called for along with the grade report at the end of the semester.

In looking over catalogs of other schools we find a wide range of policy running all the way from careful, exact record on absentees with certain grade reductions for given number of absences, to a wide-open policy where attendance seems to be largely disregarded. In the following recommendations we are attempting to strike middle ground and to bring about agreement on a workable policy in which we may have the united cooperation of every faculty member. After full consideration and expenditure of much time on this problem

We recommend

1. That every teacher read carefully and thoughtfully again the Grade and Point System shown on page 25 in the current catalog and lend cooperative effort in giving grades in keeping with the spirit and purpose found therein, that all may work with the same understanding on the System.

2. That all members of our teaching staff read carefully once more the Policy Concerning Absentees, also the notations regarding Group Absences on page 26 in the current catalog and

be governed thereby in assigning grades to students.

3. That a Delinquency Report be sent to the Registrar's Office whenever a student has accumulated three consecutive absences, and in addition report students where the teacher feels that an accumulation of absences is threatening to lower the student's grade. The Deans will follow up these reports. (A special communication from the Personnel Committee is in your hands).

4. That all teachers be required to report at the end of each semester, along with the grade report, the total number of absences of each student in the course. This we feel will guide the teacher in equitably assigning each grade in the light of absences recorded.

5. That an educational campaign be carried on under the direction of the Classification Committee to acquaint both faculty and students with the correlation between absences and grades. This we propose to do through graphs, charts and tables when useful data is available. Freshmen will be compared with Freshmen, Sophomores with Sophomores, etc. All recognize that it is unfruitful, except for general information to compare groups of dissimilar development.

6. That each department head make a study of the grading of the members of his staff for the purpose of guidance and that all may follow the same practice with respect to grades and absences.

7. That the word "preclude" in line 23, page 26 of the current catalog be replaced with the word "endanger". This will harmonize with our experience and current practice.

8. That this report be approved by the Cabinet and that the Classification Committee be relieved from further study of the absentee situation.

Respectfully submitted

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Committee

NOTE OF THANKS

In presenting the report the Classification Committee desires to thank the Deans of Women and Men, and all others who have assisted in gathering and interpreting data for this study. Also we desire to express appreciation to the two thirds of our faculty who have made the requested weekly reports, and to all who have listed their absences on the grade reports.

100% ON THE PAY-ROLL PLAN

The big firms and institutions of Fort Worth are being publicised much for having 100% on the Pay-roll Plan for buying Defense Bonds and stamps. The T.C.U. Faculty and Administration did well in this matter. About 90% authorized payments out of March 1 Payroll. A few have requested to start April 1. The margin for 100% then is very small. Maybe it will be unanimous before the month is over.

In some cases the amount must be small, justifiably so. But even then it helps make T.C.U. 100%.

EXCUSED ABSENTEES:

Name	Date	Class	Reason
Names redacted	3/3/42	Bible 130	Accident
	2/25,27/42	All Classes	Illness
	2/9to23/42	All Classes	Illness
	2/2,15,16,17,19,23/42	(Physical Exam for the Navy)	Exam
	3/2/42	All Classes	Illness
	3/3/42	All Classes	Illness
	2/24,25/42	All Classes	Illness
	2/24to28/42	All Classes	Illness
	2/24/42	Eng 36, Sp 121	Illness
	2/24,26/42	A P. T.	Illness
	2/26,27/42	All Classes	Illness
	2/27/42	All Classes	Program
	2/2,26/42	All Classes	Illness
	3/2/42		
	2/14,16/42	All Classes	Illness
	2/24/42	All Classes	Illness
	2/26/42	Soc. Sci & P. T.	Illness
	2/28/42	Eng. Soc. Sci.	Illness
	2/16,25,27; 3/1,	Eng. 11	
	2/21,28/42	Pu. Spk.	Illness
2/24,25,28/42	All Classes	Illness	
2/24/42	All Classes	Illness	

ABSENTEES CONT.

Name	Date	Class	Reason
Names redacted	2/23/42	All Classes	Illness
	2/28/42	Sec. Sci. 9	Illness
	2/23,24/42	Eng. 11, Pub. Spk.	Illness
	2/23,24/42	All Classes	Illness
	2/24/42	All Classes	Illness
	2/23,24/42	All Classes	Illness
	2/12/42	All Classes	Physical
	2/16/42	All Classes	Illness
	2/23to28/42	All Classes	Illness
	2,3/25to3/42	All Classes	Illness
	2/27/42	English	Illness
	2/24to26/42	All Classes	Illness
	2/27/42	Music	Program
	3/2/42	All Classes	Illness
	2/24,26/42	All Classes	Illness
	2/24to28/42	All Classes	Funeral
	2/21,25/42	All Classes	Illness
	2/24/42	All Classes	Illness
	2/19,24,25/42	All Classes	Illness
	2/25,26/42	All Classes	Illness
	2/24/42	All Classes	Funeral
	2/25/42	All Classes	Illness
	2/21,23/42	All Classes	Illness
	2/9to18/42	All Classes	Illness
	2/18/42	All Classes	Illness
	2/26/42	All Classes	Illness
	2,3/15to1/42	All Classes	Illness