

September 15, 2022

Swanson School of Engineering

Department of Industrial Engineering

Instructional Policy for Undergraduate Courses

The Industrial Engineering Department and its faculty deeply care about each of our student's learning and academic success. We strongly believe that, for undergraduate students, teaching and learning is best accomplished in active, engaged classroom settings where students are present in-person. Therefore, unless a course is designed as "web-based", in-person attendance is expected of all undergraduate students. Consequently, many of our courses include participation and/or attendance as a percentage of the final grade.

When a student misses a class, it is the student's responsibility to contact the instructor to determine how best to catch up and/or make up missed work. If the student's absence is due to a legitimate reason such as illness, injury, religious observation, athletic obligation, death of a family member, an academic conflict, etc. then the instructor also has an obligation to assist the student in catching up on course material and making up missed work. Each individual faculty will determine how that should be done for their particular course and for the student's specific situation.