# Request that the Office of the Provost oversee a review of student attendance and student progress reports

## Background

In November 2011 and January 2012, the APRC met with the Registrar, Larry Hammer, to discuss the burden placed on faculty to fill out student attendance and progress reports. Currently, faculty are required to fill out the following reports under the immediate direction of the Office of the Registrar:

1st week attendance

2nd week attendance

5th week progress

8th week progress

11th week progress

Final grades

Faculty have expressed concern that the reports are cumbersome and slow, taking up to an hour to complete for faculty with large classes.

Our meetings with Larry Hammer have led us to question the value of some of these reports to the University. The cumulative cost of the reports amounts to hundreds or thousands of collective hours of work each year. However, since the reports have multiple historical origins and produce data that with multiple uses, the APRC was unable to authoritatively determine the purpose or value of them.

## Resolution

In order increase the efficiency of faculty, staff, and administrators to engage in their core functions, the Faculty Senate requests that the Office of the Provost determine how data from each report is used at WCU.

The Faculty Senate further requests that the Office of the Provost make arrangements to eliminate reports determined to generate data of insufficient value to merit continuance.

With respect to those attendance and progress reports determined to have sufficient value to warrant continuance, the Faculty Senate requests that the Office of the Provost work with the Office of the Registrar and the APRC to create simpler forms and data collection processes wherever possible.

Finally, we request that the Office of the Provost report back to the APRC by its April 18, 2012 meeting with a plan for appropriate revisions.