

Meeting of the Faculty Senate, April 20, 2017

Proposed University Manual Language Chapter 8 – Regulations for Students

Subsequent to the March 31, 2016 Faculty Senate approval of [Bill #15-16-30](#), *Recommendations of the Faculty Senate Executive Committee for Changes to the University Manual Chapter 8, Selected Sections*, **changes to section 8.51.11** were not approved by the President.

At the September 22, 2016 Faculty Senate Meeting, in consideration of By-Laws 10.3, the Faculty Senate referred University Manual section 8.51.11 taken together with 8.51.12 –13 to the Executive Committee for further consideration and revision.

After consultation with the Provost, the following is recommended for approval:

University Manual Examinations and Grades, Chapter 8 – Regulations for Students

8.51.11 Students who plan to be absent from classes or examinations for religious holy days that traditionally preclude secular activity ([see 6.20.11](#) for how such information is made available) shall discuss this with the appropriate instructor(s) in advance of the holy day. The instructor(s) shall then make one of the following options available:

- a. the same quiz, test, or examination to be administered either before or after the normally scheduled time;
- b. a comparable alternative quiz, test, or examination to be administered either before or after the scheduled time;
- c. an alternative weighting of the remaining evaluative components of the course which is mutually acceptable to the student and instructor(s).

8.51.12 Students who expect to be absent from classes or examinations for University sanctioned events shall discuss this with the appropriate instructor(s) at least one week in advance of the sanctioned event(s). The instructor(s) concerned shall then offer the student an alternative listed in section 8.51.11. For these purposes University sanctioned events shall be those events approved for class excuses by the Provost and Vice President for Academic Affairs, a Vice President, a Dean, or the Director of Intercollegiate Athletics. No event shall be regarded as University sanctioned until the Provost and Vice President for Academic Affairs has been notified. Disagreements over the validity of an event being categorized as University sanctioned shall be mediated by the Provost and Vice President for Academic Affairs. If agreement cannot be reached, the Provost and Vice President for Academic Affairs shall decide the matter and that decision shall be final.

8.51.13 When serious illness, accident, personal tragedy, or other serious matters prevent students from attending classes, taking examinations, or meeting deadlines, the instructor(s) concerned shall offer the student one of the following options:~~an alternative listed in section 8.51.11.~~

a. the same quiz, test, or examination to be administered either before or after the normally scheduled time;

b. a comparable alternative quiz, test, or examination to be administered either before or after the scheduled time;

c. if neither option a. nor b. is possible, faculty shall develop a fair and equitable alternative after discussion with the student.

Disagreements over the seriousness of an illness, accident, personal tragedy, or other serious matter may need to be mediated by the concerned instructor's department chair, dean, or eventually the Provost and Vice President for Academic Affairs. Either students or their instructors may seek such mediation. If an agreement cannot be reached, the Provost and Vice President for Academic Affairs shall decide the matter and his/her decision shall be final.