Clarity on Student Emergency Absence Policy cademic Policies ommittee November

The mergenc bsence Polic was originall designed b the Student overnment ssociation and with work with acult Senate was edited to the final polic we have now. When the polic was first developed the SU ares Office was brand new and its responsibilities were still being defined decision to make this the primar clearing house for review of mergenc bsence requests initiall worked and seemed to make sense owever two things happened. The OV epidemic happened which substantiall changed perceptions of what defined an emergenc that would be appropriated handled through this polic. The needs for the student population expanded in addition a clear definition of what was an emergence that should be referred to SU ares and was a part of an attendance polic developed bill an instructor became muddied.

The P ommittee wants to darif that the Universit does NOT have an attendance polic We support this and believe that each facult member should continue to determine whether the will have an attendance polic or not for their course f the do the will continue to provide the necessar information for their students in their s llabus side from the reasons listed in the mergenc beence Polic each instructor will be responsible for making decisions regarding excused or unexcused absences for their classes

In cases of COVID-19, University policy (Campus Health) will override the Emergency Absence Policy.

Recommendations

subcommittee reviewed the current polic and found the following

The current polic alread explains process and what t pe of absences will be addressed by this polic owever it was written preformed on the polic of what facult and students need is alread in the polic. The committee recommends that some tope of flowchart be developed to assist facult on knowing how best to resolve the absence requests the receive.

learer language of what constitutes an emergenc should be included in the polic We should consider examples or more reasons that would be considered More darification is needed on what medical documentation or personal information needs to be provided to SU ares in order for a decision to be made

The S must be involved in an changes to the current polic and be a part of making recommendations to the acult Senate

Therefore, the Academic Policies Committee recommends that an ad hoc committee of faculty and students, drawn from one or more relevant Faculty Senate committees and the SGA, be constituted to develop a more clearly defined and

Until a revised policy can be developed and approved, clarification of how the current policy operates is needed. n discussion with SU ares the P has provided the step b step process for the mergenc beence Polic here and recommends this information be used to update

The student will email professor in classes for which the are using emergenc excused absence s cop of the email ma be sent to <u>sucares salisbur edu</u>. The student ma also contact SU ares as soon

urrentI SU ares is being asked to handle all kinds of absences not only those of a grave or extended nature—ased on the mergenc—bsence Polic the following are the ONLY reasons a student shall use the mergenc—bsence Police based on justifiable circumstances

ereavement including travel related to bereavement Serious

e Student learns that their home was destroyed in a hurricane the weekend before and they need to go home to assist with recovery. This situation would fall under the mergenc beence Polic for exemption for significant circumstances SU ares will work with

facult in regard to attendance support