Amendment to University Senate Rules and Regulations (USRR) 2.9.1

Rationale:
The current rule does not require an instructor’s approval when adding, changing hours, changing sections or levels after the published deadline. FacEx believes that requiring the instructor’s approval affirms that the instructor is aware of the addition, and offers confirmation that the instructor verifies that the student will be able to make up missed work in order to complete the coursework necessary to finish the course.

Section 9. Exceptions to University Wide Academic Policies

2.9.1 Under exceptional circumstances, a student or, if a physical or mental incapacity prevents the student from filing his or her own appeal, another individual on the student's behalf, may petition for an exception to a University-wide academic policy. The petitioner must first contact the chair of the department or program involved follow the procedures on the FacEx, Exception to University-Wide Academic Policy Form (link). If the instructor (instructor’s approval required when adding, changing hours, changing sections or levels) and if the department Chair believes there may be exceptional circumstances exist, the petition shall be forwarded with a recommendation to the Dean of the College or School. If the Dean (or his/her designee) believes there may be exceptional circumstances exist, the petition shall be forwarded with a recommendation to the chair of the Faculty Senate Executive Committee (FacEx). FacEx determines the specific content of the form according to this subsection. For purposes of this subsection, provision, lack of knowledge of the appropriate policy is not an exceptional circumstance. FacEx’s decision regarding FacEx in regard to the petition request is final.