

UNIVERSITY OF ARKANSAS AT LITTLE ROCK

TRANSMITTAL OF FACULTY SENATE LEGISLATION

Faculty Senate legislation is to be submitted to the chancellor to approve or disapprove within ten calendar days after the Assembly review period. The chancellor may approve or disapprove any Faculty Senate legislation within a period from the eleventh through the twenty-fifth calendar day after the Faculty Senate action has been presented to the Assembly, unless the Assembly has been petitioned to amend or rescind the Faculty Senate legislation. In the latter case, the chancellor's approval or disapproval shall be made no later than fifteen calendar days after the Assembly has voted on and failed to approve a motion to amend or rescind a legislative action of the Faculty Senate. The chancellor shall provide written reasons for disapproval to the Faculty Senate.

To the Chancellor of the University of Arkansas at Little Rock:

The following legislation passed the UALR Faculty Senate on April 21, 2017.

Motion FS_2017_11. Be it resolved to adopt the Attendance Policy to replace Policy 404.4,

Class Attendance and Withdrawal

Each course instructor has the prerogative of setting specific attendance requirements for his or her courses. The course attendance policies must be stated in the course syllabus. In some courses, active student participation is an integral part of the course, and the instructor may base a portion of the student's grades on attendance and participation. In general, students are expected to attend class regularly and complete all assignments and examinations. Students who miss class are responsible for finding out about the material covered, homework assignments, and any announcements or examinations.

Instructors are not required to adjust their class attendance policies nor to provide make-up exams to accommodate personal student travel, family or employment activities. The instructor has discretion to allow a student to make up work that is missed.

And be it resolved to move drop date legislation from Calendars and Schedules policy (404.11) to Attendance and Withdrawal Policy (404.4) and to modify that legislation as follows

Withdrawing from an Individual Course (Drop Date)

A student can drop a course up to the 5th day of classes through the schedule change process. Dropping a course in this time period will not result in a record of the drop on the student's transcript. From the 6th day through the 41st day of classes, a student wishing to drop a class submits a request to the Office of Records and Registration. A student cannot withdraw from a course after the 41st day of classes, except as noted below. The cut-off dates in this paragraph refer to the day of classes in a 15-week semester (five days=one week). In shorter semesters the cut-off dates will be adjusted proportionately.

And be it resolved to add

Withdrawal for non-attendance, non-payment, or emergency

On or before the 10th day of classes, students who have not attended class or who have not met their payment obligations will be administratively withdrawn.

Students may be withdrawn from a class by the instructor at any time during the semester due to extenuating circumstances, such as medical or family emergencies or excessive absences. Students must be notified that they will be withdrawn from a class, and may appeal that action through the grade appeal process, provided that they file the appeal within five business days of the notice. The withdrawal will not be final until the appeal is completed, and students may continue to participate until the final decision is made.

And be it resolved to add withdrawal from the university,

Withdrawal from UA Little Rock

Students voluntarily withdrawing from all classes in a term from UA Little Rock must complete the University Withdrawal Form and have an exit interview with a staff member in the office responsible for financial aid if the student is receiving financial aid. The last day to officially withdraw from the university without a grade penalty will be set by the Registrar.

And be it resolved to add the citation and modification clause,

Citation and Modification

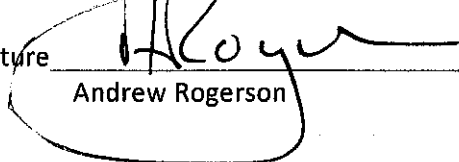
This policy must be cited in any curricular documents that excerpt it (such as the Undergraduate Catalog) and the Faculty Senate Executive Committee (or their designee) should review those documents before they are finalized. Wherever there is a substantive conflict between the document which quotes this policy and this policy, this policy shall be followed.

The Policy can be modified through legislative action of the Faculty Senate (see Article III of the Constitution of the Assembly of the University of Arkansas at Little Rock).

Disseminated to University Assembly 4/24/2017 (date)

Faculty Senate President's Signature  Date 4/24/2017
Andrew Wright

Received in chancellor's office on  (date)

Chancellor's Action:
APPROVED Chancellor's Signature  Date 5/5/17
Andrew Rogerson

DISAPPROVED Chancellor's Signature _____ Date _____
(reasons to be attached) Andrew Rogerson