

Transparent Syllabus Policy

Student Government Association Senate
University of Arkansas at Little Rock

Date: 03.19.2026

Resolution Title and Number: UA Little Rock Transparent Syllabus Resolution #003

Introduced By: Ainsley Kendall

Resolution Certified By: _____ *Lindsey Koch* _____

SGA Vice President

Senate Action Taken (Circle/Highlight): **PASS** FAIL

For SGA President Use Only (Circle/Highlight)

APPROVE VETO

_____ *Ainsley Kendall* _____
SGA President

WHEREAS, the UA Little Rock Student Government Association is committed to advocating for the current and future needs of the general student body of UA Little

Rock,

WHEREAS, the current population of UA Little Rock students includes sixty-eight (68) percent who are employed, fifteen (15) percent who care for families of more than four members, and thirty-four (34) percent who are aged 25 or older, suggesting a student body that balances academic, professional, and family responsibilities,

WHEREAS, the role of artificial intelligence (AI) in the classroom is an increasingly prominent topic, with students expressing varying preferences for either incorporating AI into learning or limiting its use,

WHEREAS, UA Little Rock students currently lack access to course syllabi prior to registration, limiting their ability to evaluate course expectations, workload, and time commitments,

WHEREAS, UA Little Rock students do not have a clear way to determine what AI tools, policies, or learning opportunities will be present in a course until the semester has begun,

THEREFORE, LET IT BE RESOLVED that the Student Government Association of

UA Little Rock urges the Faculty Senate to revise current UA Little Rock Policy LR 404.8 to read as follows:

“Every approved course must have a concise statement outlining the main points of study and the procedures used in the course. This statement must be **made accessible to students through an official university platform (e.g., course registration system, course catalog) before the student registers for the course.** Changes during the operation of the course must be communicated to the students in a timely manner. A multi-page syllabus must include page numbers.

This statement must contain the following:

1. The university-approved course prefix, number, course description, and prerequisites.
2. The university-approved disability statement (see Faculty Senate legislation, FS_2024_12, 10/4/2024) with current contact information for the Disability Resource Center.
3. The university-approved inclement weather policy (215.1), including course instructor directions to the students about whether and how the class will continue

to meet via an alternate modality, means or method if the campus experiences a closure or delayed start. These directions are referred to as the “Virtual Protocol.”

4. An academic integrity statement.
5. The program-approved, measurable course learning objectives as required by the Credit Hour Policy (see 404.11). There must be at least one course objective.
6. Any deviations from the Standard Credit Hour (see Credit Hour Policy, 404.11)
7. The instructor-approved required materials, such as textbook and technologies needed to participate in the course.
8. The instructor’s attendance policy (see Attendance and Withdrawal Policy, 404.4)
9. The instructor’s grading policy, which must describe how the final grade will be determined and what course assignments (e.g., exams, homework, artifacts, projects) will be required.
10. The instructor’s late/make-up policy.
11. The instructor’s statement on Regular and Substantive Contact, which is a clear statement explaining the following:
 - a. Office Hours: The method(s) and scheduled time(s) the instructor will use to be available for student-initiated contact (for example, virtual office hour

meetings, message/email, phone call, chat, meeting in person, a combination of several, or other) during business hours, as well as an expectation for method of contact outside of business hours (i.e., weekends and holidays);

- b. Instructor Presence: The expected regularity of instructor-to-student interaction and how it is distributed throughout the term (this will vary based on the type of course, modality, length of course term, and specific course activities). If there is a need for interruption of interaction for an extended period, the instructor should announce this interruption to the class.

12. The instructor's policy regarding the use of artificial intelligence (AI), including permitted and prohibited uses, as well as a clear statement indicating whether and how AI-related topics will be incorporated into course instruction.

The Instructor may include additional information beyond these required items.

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).

Unless otherwise specified in the legislation, changes to this policy take effect in the Fall semester of the nine-month academic year subsequent to the approval of the legislation.