



University Council

January 13, 2023

UNIVERSITY CURRICULUM COMMITTEE – 2022-2023

Susan Sanchez, Chair

Agricultural and Environmental Sciences – Kylee Duberstein

Arts and Sciences – Jonathan Haddad (Arts)

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Business – Jim Carson

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Journalism and Mass Communication – Dodie Cantrell-Bickley

Law – Randy Beck

Pharmacy – Michelle McElhannon

Public and International Affairs – Rongbin Han

Public Health – Pamela Orpinas

Social Work – Harold Briggs

Veterinary Medicine – Shannon Hostetter

Graduate School – Christof Meile

Ex-Officio – Provost S. Jack Hu

Undergraduate Student Representative – Kate Lindgren

Graduate Student Representative – Yehia Abdelsamad

Dear Colleagues:

The attached proposal from the Educational Affairs Committee to revise Policy 4.06-5, Air Force ROTC Commitment and Summer Break, will be an agenda item for the January 20, 2023, Full University Curriculum Committee meeting.

Sincerely,

Susan Sanchez, Chair

University Curriculum Committee

cc: Provost S. Jack Hu
Dr. Marisa Pagnattaro

Policy 4.06-5 Air Force ROTC Commitment and Summer Break

<https://provost.uga.edu/policies/academic-affairs-policy-manual/4-06-class-attendance/#p-4-06-5>

Rationale for Revision:

Active student participation in the learning process is viewed as an integral part of the educational mission of the University of Georgia. One criteria of a student's success in school is regular and punctual attendance. Frequent absences may lead to poor academic work and possible academic failure. For this reason, many UGA instructors have incorporated an attendance policy into their syllabus and grading system. However, the University also recognizes that from time to time students will be required to be absent from attending classes, and has established Class Attendance Policies to assist instructors and students in making exceptions to required attendance policies.

The following proposed revisions to Policy 4.06-5, Air Force ROTC Commitment and Summer Break, expand and clarify the exceptions made for military service, in recognition that many UGA students have obligations to branches of the military other than Air Force ROTC.

The following proposed revisions also address the concerns of the University Council provided at the September 2021 meeting in which the proposal was sent back to committee for further consideration. The Council requested how to define "reasonable accommodation" and how faculty should accommodate regularly occurring, rather than one-time, absences. During the August 29, 2022, meeting, the EAC agreed to the changes listed below in green in the proposed revisions.

Current Policy

Policy 4.06-5, Air Force ROTC Military Service Commitment and Summer Break

Air Force headquarters is aware of UGA's semester completion dates and will not assign students to early summer encampments. If a mistake should be made, adjustments would be made so that students could complete their exams. This is consistent with Air Force ROTC policy that its participants are students first and cadets second.

Proposed Revisions

Policy 4.06-5, ~~Air Force ROTC~~ Military Service Commitment ~~and Summer Break~~

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Absences due to military duty or veteran status must be excused. This includes, but is not limited to, the following:

- Mandatory monthly drill instruction, such as duty completed by National Guard members and military reservists (typically this involves a one-day absence in order to extend weekend training).
- Service-related medical appointments where failure to appear might result in a loss of benefits.

Students must give written notice to the faculty member at least ~~one week~~ **two weeks** in advance of the absence unless last-minute schedule changes make this notice impossible. Students are strongly encouraged to inform each faculty member of their known and anticipated absences as far in advance as possible, preferably at the start of the term.

Students should be given reasonable accommodation by faculty to make up any work missed during the absence or, at the instructor's discretion, will be given an alternative assignment in lieu of the work missed. Such assignments may be prior to the date of the absence and may include placing the weight of the assignment on another component of the course, including final examination. **In the rare instance that a student's absences will affect a majority of class meetings, the student should work with their advisor during drop/add to find a different class or schedule.**

Revised Policy

Policy 4.06-5, Military Service Commitment

Absences due to military duty or veteran status must be excused. This includes, but is not limited to, the following:

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