

Faculty Tardy and Attendance Policy

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Responsible Officer
Sandeep Gopalan
Responsible Office
Academic Affairs
Approving Body
Board of Trustees
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Policy Statement

Faculty should communicate with the Administrative Assistant to the Provost, Dean, EVPAA, or Provost if they are unavailable to attend a course.

Policy Procedures

In most cases an announcement will be emailed or a notice will be posted on the classroom door when a professor finds it necessary to cancel a class. In the absence of notice, check with the Administrative Assistant to the Provost, Dean, Executive VP for Academic Affairs or the Provost for any available information. If the professor has left instructions, those instructions must be followed.