

New Policy – Taken from 6.20 and Chapter 7 of the Faculty Handbook



NORTH CAROLINA AGRICULTURAL AND TECHNICAL STATE UNIVERSITY

SEC. III—Rights of Students 1.0

SEC. II—FACULTY—Conditions of Employment 7.0

EDUCATIONAL RIGHTS OF STUDENTS

UNIVERSITY POLICY

I. STUDENTS' RIGHTS AND RESPONSIBILITIES

North Carolina A&T State University affirms that the first goal of each constituent institution of the UNC system is to educate the students admitted to its programs. The freedom of students to learn without censorship or coercion is an integral and necessary part of the academic freedom to which A&T is dedicated. A&T shall provide opportunity for its students to derive educational benefits through developing their intellectual capabilities; encouraging their increasing wisdom and understanding, and enhancing their knowledge and experience applicable to the effective discharge of civic, professional, and social responsibilities.

A&T shall neither abridge the freedom of students engaged in the responsible pursuit of knowledge nor their right to fair and impartial evaluation of their academic performance.

All students shall be responsible for conducting themselves in a manner that helps to enhance an environment of learning in which the rights, dignity, worth, and freedom of each member of the academic community are respected.

In applying regulations in the area of student discipline, A&T shall adhere to the requirements of due process set forth in the Student Handbook.

II. STUDENTS' FREEDOM TO LEARN

Freedom to teach and freedom to learn are inseparable features of academic freedom. The freedom to learn depends upon appropriate opportunities and conditions in the classroom, on-line, on the campus, and in the larger community. As members of the academic community, A&T students are encouraged to develop the capacity for critical judgment and to engage in a sustained and independent search for truth.

III. FREEDOM OF ACCESS TO HIGHER EDUCATION

No student may be barred from admission to A &T on the basis of race, national origin, color, religion, sex, age, disability, veteran's status, political affiliation, genetic information, sexual orientation, or gender identity.

IV. FREEDOM IN THE CLASSROOM

The instructor in the classroom and in conference should encourage free discussion, inquiry, and expression. Student performance should be evaluated solely on an academic basis related to syllabus-communicated academic classroom standards, not on opinions or conduct in matters unrelated to academic standards.

V. FREEDOM OF EXPRESSION

Students should be free to take reasonable exception to views offered in any course of study and to reserve judgment about matters of opinion. However, students are responsible for learning the content of any course of study in which they are enrolled.

VI. ACADEMIC EVALUATION

Students should have protection through orderly procedures against prejudices or capricious academic evaluation. At the same time, students are responsible for maintaining standards of academic performance established by the instructor and stated in the course syllabus at the beginning of each course in which they are enrolled.

VII. IMPROPER DISCLOSURE

Information about students' views, beliefs, and political association which faculty members acquire in the course of their work as instructors, advisors, and counselors is considered confidential under the Federal Educational Rights and Privacy Act (FERPA) (See the policy entitled "Implementing the Federal Educational Rights and Privacy Act.) Protection against improper disclosure is a professional obligation and violators shall be subject to disciplinary action.

VIII. FREEDOM OF ACCESS TO CLASSES AND TEACHERS

Students have the right to select from the sections of a course offered except when a section has been filled. Students shall have the privilege of changing from one curriculum or major to another as long as they meet the minimum academic standards of the department or college concerned.

IX. UNREALISTIC AND EXCESSIVE ACADEMIC REQUIREMENTS

It is the responsibility of students to know and understand the requirements of their registered classes. The faculty has the obligation to communicate these requirements in the course syllabus that shall be distributed at the beginning of the semester. The student must meet all established requirements of the distributed syllabus and cannot be held to requirements other than those listed in the syllabus.

X. STUDENT EXPLOITATION AND STUDENT INVOLVEMENT IN EXPERIMENTS

With the exception of students hired through the normal process to serve as a teaching or graduate assistant, a student shall not be asked to serve as an assistant to a faculty member or as a subject for research except on a voluntary basis or when the research activity is directly related to the course. [Whenever a student is to be a subject for research, prior approval must first be obtained from the Institutional Review Board (the committee that reviews human subjects research).] Students, graduate and undergraduate, shall not teach classes unless prior approval has been given by the academic dean of the college concerned.

XI. STUDENT RELIGIOUS OBSERVANCES

As required by N.C.G.S. 116 -11(3a), A&T authorizes a minimum of two excused absences each academic year for religious observances required by the faith of a student. See the policy entitled, "Student Religious Observances." Faculty members should be sensitive to the needs of students who are absent for religious for religious observations.

XII. POLICY ON MAKING UP REQUIRED COURSE WORK

The administration, faculty, and staff recognize that there are circumstances and events which require students to miss classes and required course work which is to be performed or is due on the day of an absence. Also, they recognize that required course work is needed to give each student an adequate performance evaluation. Also, it is recognized that each faculty member has the right to establish rules, beyond those found in Section XIII (which follows) to make up missed class work that governs each individual class and that this criteria should be included in the class syllabus. If no course work make-up policy is specifically stated in the syllabus, the following policy shall apply to students regarding required make-up work.

The following definitions will apply with respect to this policy:

- a. Required course work - All work which will be used in the determination of final grades (e.g., examinations, announced quizzes, required papers and essays, required assignments).
- b. Instructor - Person (instructor of record) responsible for the course and providing primary instruction and evaluation.
- c. Permissible reasons for requesting make-up of required work are sickness, disability, death of relatives (immediate family), participation in approved University related activities, acting in the capacity of a representative of the University (band, choir, sports-related travel, etc.), religious observances, and extraordinary circumstances (court appearance, family emergency, etc.). NOTE: Other reasons for requesting make-up of required course work are not acceptable.
- d. Documentation – Written documents must include the following elements: requestor name and title, excused date and time (if applicable), student name, date of request, detailed reason for excused absence and requestor's signature.

Verification of sickness requires the signed statement of a physician or a duly authorized staff member of the University Health Center.

Verification of disability as established by the Office of Disability Support Services.

Verification of death requires a signed statement from the minister or funeral director.

Verification of participation in University-related activities requires a signed statement from the Office of the Vice Chancellor for Student Affairs, department chair, representative of the college, coach, or program director.

Verification of other reasonable circumstances (for example: court appearance or family emergency, etc.) requires a signed statement from an appropriate official (e.g., court official, parent or guardian, etc.).

XIII. POLICY REGARDING MAKE UP OF REQUIRED COURSE WORK WITH A PERMISSABLE REASON (IF NONE ESTABLISHED IN THE SYLLABUS) IS AS FOLLOWS:

- a. A student may petition an instructor to make up required course work whenever the student has a permissible reason for absence.
- b. The student will be required to submit documentation for the instructor, which verifies absence was based on a permissible reason.

- c. Whenever possible, a student should consult with the instructor prior to an absence that will result in the failure to do required course work. Arrangements for make-up work should be discussed and agreed upon in writing at this time.
- d. A student must submit a written petition for make-up of required course work within three (3) days of the date the work was missed unless extenuating circumstances, which must be justified, exist.
- e. If permission is granted to make-up required course work, the instructor and the student should agree on an acceptable date, in writing, for accomplishing make-up of missed required course work.
- f. Failure to timely petition for make-up work (sub-paragraph d) may result in the denial of the make-up option.

XIV. MAKE-UP WORK

Instructors should schedule make-up course work at a time that is convenient and agreed upon by both the instructor and student. Ideally, this would be within one week of the missed absence for the test, assignment, quiz, or project.

Date revised policy is effective: upon approval

Approved by the Board of Trustees

First approved: Prior to February 21, 2007

Revised: April 8, 2011
 _____ , 2018

Harold L. Martin, Sr.
Chancellor

Date signed for posting

Beryl McEwen
Provost and Executive Vice Chancellor
for Academic Affairs

Date signed for posting