

FACULTY SENATE

SOUTHEAST MISSOURI STATE UNIVERSITY

FACULTY SENATE BILL 25-A-XX

Approved by the Faculty Senate
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BRIEF SUMMARY: Removes “Notification of Necessity to Miss a Class” from Chapter 3 of the handbook (Chapter 3, Faculty Professional Responsibilities).

ACTION OF BILL: (REMOVING “NOTIFICATION OF NECESSITY TO MISS A CLASS”)

BE IT RESOLVED: Subject to the passage and approval of this bill and its companion bill 25-A-XX Teaching During Absences (Chapter 2), Chapter 3 of the *Faculty Handbook* shall be amended by removing this content.

~~NOTIFICATION OF NECESSITY TO MISS A CLASS~~

1 ~~Faculty members are expected to meet all classes and keep all office hours. If faculty members~~
2 ~~are unable to meet a scheduled class because of sudden illness or other emergency, they should~~
3 ~~notify the department chairperson or, if that person is unavailable, the college dean or the~~
4 ~~Provost. When the absence is anticipated, it is the faculty member’s responsibility to make~~
5 ~~arrangements to cover the class, subject to the approval of the department chairperson and the~~
6 ~~college dean.~~

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Action	Date
Introduced to Senate	1/22/2025
Second Senate Meeting	
Faculty Senate Vote	
President's Review	
15 Day Review	
Posted to Faculty Handbook	