To: Dean Van Galen, Chancellor  
116 North Hall  
University of Wisconsin-River Falls  

From: Wes Chapin, Chair  
Faculty Senate  
University of Wisconsin-River Falls  

November 3, 2011  

RE: UWRF Faculty Senate Motion 2011-2012/43  

At the November 2, 2011 meeting of University of Wisconsin-River Falls Faculty Senate, motion 2011-2012/43 was passed and it is effective immediately. This motion is forwarded to you for your action.

Motion from Academic Standards (Terry Ferriss, Chair) to place Motion 31/2010-2011 (Policy on Class Absence Due to Military Service) in chapter eight of the UWRF Faculty and Academic Staff Handbook as 8.2.11 and renumber the remaining items appropriately.

(Note: The substance of this motion has been approved already. The current motion refers to locating it in a specific place in the UWRF Faculty & Academic Staff Handbook).

8.2.11 Policy on Class Absence Due to Military Service

Students shall not be penalized for class absence due to required military obligations, as long as such class absence does not exceed ten percent of course contact hours. Special permission for additional time may be granted by the instructor. Students are responsible for notifying faculty members of such circumstances as far in advance as possible and for providing documentation to the instructor to verify the reason for the absence. The instructor is responsible for providing reasonable accommodations or opportunities to make up examinations or other course assignments that have an impact on the course grade. In all cases, the student is responsible for completing all course requirements.

Approved ______   Disapproved ______

Dean Van Galen, Chancellor  

Date 11/3/11