



# The Student Senate

Texas A&M University

S.B. 65-54(R66)

The Student Senate  
66th Session  
Texas A&M University

**Introduced By:** Academic Affairs Chair Tyler Mandry, Engineering  
Senator Rebecca McCreary, Geosciences

**Sponsored By:** Academic Affairs Chair Tyler Mandry, Engineering

**Action Taken**

PASSED

**Certified By:**

*Chris Russo* 112

Christopher W. Russo  
Speaker of the Senate

**Duly Approved:**

*Thomas Reid Joseph Jr.*

T. Reid Joseph  
Student Body President

## Fairness and Equivalence in Make Up Responsibilities Bill

*"A bill supporting higher standards to protect students in the event that they miss exams, quizzes, or other work for a university excused reason."*

**Whereas(1):** Students occasionally must miss an exam, quiz, or assignment for a university-excused reason, such as accidents, illness, and emergencies; and,

**Whereas(2):** While the instructor is required to provide a make up for the work that students miss for these reasons, there is no further protection in place to keep them from discriminating against these students; and,

**Whereas(3):** Many students have reported being discriminated against (after the fact) for or discouraged (before the fact) from missing exams, quizzes, or assignments with a make up that is more difficult than or in a completely different form from the original assignment, such as an essay make up for an exam that was multiple choice originally.

**Therefore**

**Let it be**

**Enacted(1):** That the student body supports the following addendum to Student Rule 7, Section 3:



# The Student Senate

## Texas A&M University

Senate Bill

S.B. 65-54(R66) – Page 2 of 3

Further Certified By:

*Chris Russo '12*

Christopher W. Russo  
Speaker of the Senate

7.3 Students may be excused from attending class on the day of a graded activity or when attendance contributes to a student's grade, for the reasons stated in Section 7.1, or other reason deemed appropriate by the student's instructor. Except in the case of the observance of a religious holiday, to be excused the student must notify his or her instructor in writing (acknowledged e-mail message is acceptable) prior to the date of absence if such notification is feasible. In cases where advance notification is not feasible (e.g. accident, or emergency) the student must provide notification by the end of the second working day after the absence. This notification should include an explanation of why notice could not be sent prior to the class. Accommodations sought for absences due to the observance of a religious holiday can be sought either prior or after the absence, but not later than two working days after the absence.

If needed, the student must provide additional documentation substantiating the reason for the absence, that is satisfactory to the instructor, within one week of the last date of the absence.

If the absence is excused, the instructor must either provide the student an opportunity to make up any quiz, exam or other work that contributes to the final grade or provide a satisfactory alternative by a date agreed upon by the student and instructor. If an instructor has a regularly scheduled make up exam, students are expected to attend unless they have a university approved excuse. The make-up work must be completed in a timeframe not to exceed 30 calendar days from the last day of the initial absence.

The make up must be of equivalent curricular scope and rigor to the original quiz, exam or other work, including in the case of an exam the format that it is given in (such as multiple choice or essay.) If the student does not make up an exam within 10 class days of the original date, the instructor is at liberty to offer a make up that is in a different format, but with the same curricular scope and rigor. In an exceptional case in which it is impossible to offer a make up that is equivalent in scope, rigor, and (in the case of an exam) format, the instructor must provide a suitable explanation as to why it is impossible. A mutual agreement between the instructor and the student must be reached on a fair way in which the work should be made up. If no such agreement can be made, the head of the academic department in which the course is offered may make a final decision, which may be appealed by either party in the order specified in Part III, Grievance Procedures: 49.  
Unexcused Absences.



# The Student Senate

Texas A&M University

Senate Bill

S.B. 65-54(R66) – Page 3 of 3

Further Certified By:

Christopher W. Russo  
Speaker of the Senate

Let it be

Further

Enacted(2):

That a copy of this bill shall be sent to

- Academic Operations Committee
- Faculty Senate Executive Committee
- Dr. Ann L. Kenimer, Associate Provost for Undergraduate Studies
- Dr. Pamela R. Matthews, Vice Provost for Academic Affairs
- Dr. Karan L. Watson, Provost and Executive Vice President for Academic Affairs