

Policy Rider: *Adjustments or Modifications to Academic Policies during an Emergency*

I. Introduction

- a. The purpose of this rider is to enable University of Florida faculty and administration to make appropriate adjustments or modifications to academic policies, procedures, and processes when an emergency causes relocation and/or disruption of instruction or other related academic activities.
- b. This rider attaches to all University of Florida academic policies when an emergency is declared by the president of the University of Florida; the leaders of the city of Gainesville, Alachua County; the Governor of state of Florida; or the President of the United States.

II. Definitions

- a. *Rider*. A rider is an addition to an existing policy or other governing document that amends its provisions.
- b. *Emergency*. An emergency is an unexpected occurrence that affects academic continuity and instruction and requires immediate action. Emergencies include but are not limited to fire, flood, weather-related events (e.g. hurricane or tornado), health (e.g. epidemics or pandemics), damage to physical structures or technological infrastructures as a result of an accident, criminal activity, or terrorist attack.
- c. *Relocation of instruction*. Relocation of instruction constitutes a shift of instructional modality, a physical move of instructional activities to a different geographic location, or a combination of both as a result of the emergency.
- d. *Disruption of instruction*. Instruction is disrupted when the university operations cease or suspend for any period of time and the University of Florida can no longer support continuity of instruction as a result of the emergency.

III. Emergency Adjustments and Modifications

- a. This rider empowers the university faculty and administration to adjust reasonably its policies, processes, and procedures to accommodate the extraordinary circumstances of the specific emergency.
- b. The adjustments and modifications will be in effect until the university leadership officially declares the emergency has ended (see item IV).
- c. The Faculty Senate ~~should~~ shall be notified and may provide input for all academic policy, procedure, and process adjustments or modifications pursuant to the provisions of this rider.
- d. All policy, procedure, and process modifications or adjustments must be approved by the Provost and Senior Vice President for Academic Affairs to become operational.
- e. The Provost and Senior Vice President for Academic Affairs will notify the university President of all approved policy, procedure, and process modifications or adjustments
- f. All adjustments or modifications for emergencies must meet the following criteria.

- i. The adjustments or modifications must be reasonable and justified to address the specific conditions that arise from the emergency.
- ii. Students' progress to degree must be maintained or minimally impacted.
- iii. The proposed adjustments or modifications must meet the following criteria.
 - 1. All adjustments and modifications must comply with:
 - a. Standards or expectations of any disciplinary accreditor and of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).
 - b. Florida State University System Board of Governors (BoG), University of Florida Regulations, and the Collective Bargaining Agreement.
 - c. Any executive order by the Governor of Florida or other statute duly placed into effect by the Florida Legislature.
 - 2. *Exceptions.* Exceptions to maintaining compliance with accreditor, BoG or UF regulations, executive orders or state statutes are allowed only when the accreditor, BoG, UF, executive order, state statutes, or Collective Bargaining Agreement specifically provide for the exception.
- iv. The University of Florida ~~must~~ shall communicate emergency adjustments or modifications to all appropriate constituents, and be timely, clear, and delivered through multiple formats and media.

IV. Cessation of the Provisions of the Emergency Rider

- a. This rider ceases when the emergency is resolved or otherwise ended by declaration of the President of the University of Florida, the Governor of the state of Florida, or the President of the United States.
- b. The Provost will inform the appropriate constituents when the emergency rider provisions cease and academic operations return to their normal, pre-emergency state.