



ROLLINS COLLEGE POLICY

Title: Spring 2022 CLA-Holt Class Attendance Policy	Type	Temporary-Emergency
No: TMP 1010	Approval Date: 1-13-2022	
Responsible Office: Academic Deans	Reviewed By: CLA Curriculum Committee, 11-30-2021; CLA Executive Committee, 12-2-2021 VPAA/Provost, 1-13-2022; President's Cabinet, 1-13-2022; Approved By: President, 1-13-2022	
Next Review: 2025-2026	Revision	

I. Purpose/Introduction/Rationale

Rollins College is committed to supporting the wellbeing of its students, staff, and faculty. The College plans to continue the fully in-person academic year in Spring 2022, and aims to accommodate students who are isolated or quarantined due to COVID-19 exposure or infection, in order to minimize the potential spread of COVID-19 among the College's students, faculty, and staff. This policy pertains to all students in the College of Liberal Arts (CLA) and the Hamilton Holt School (Holt)

II. Definitions

Spring semester 2022 will continue to employ a temporary **modification** of attendance policies tied to course grades due to the COVID-19 pandemic.

III. Procedure or Application

CLA and Holt.

- Students who must miss in person class sessions due to COVID-19 isolation or quarantine orders will not have their course grade negatively affected by their absence from class.
- Students remain responsible for all assigned work in the course or instructor-approved alternatives.
- Instructors will be notified of a student's need to miss class due to isolation and/or quarantine by the COVID Operations Team.
- Students who receive notification of a COVID-19 diagnosis or need to isolate/quarantine from an off-campus source must contact the Wellness Center to have instructors notified of a need for accommodation.
- Instructors will work with students to make up course material missed through the absences. The means of accommodation will be determined by the instructor.
- Instructors shall not request medical information to verify student isolation/quarantine as this can be a violation of HIPPA privacy laws.
- The Academic Honor Code will bind students to be truthful in reporting COVID exposure and diagnosis. Lying to a faculty or staff member is considered a violation of the Academic Honor Code.
- Students who miss class for reasons other than isolation/quarantine will be held to the terms of the instructor's attendance and participation policy as stated in the course syllabus.
- Excessive absences from class due to isolation/quarantine or other reasons can result in the student being unable to meet all of the learning objectives for a course. In such cases, students will consult with the Office of Student and Family Care to explore options such as a medical leave, incomplete course contract, or withdrawal from the course.

IV. Effective Date

This policy is effective January 13, 2022, and supersedes all previously issued versions.

VII. Rationale for Revision

N/A