

FLORIDA A&M UNIVERSITY BOARD OF TRUSTEES



NOTICE OF PROPOSED NEW REGULATION

DATE: March 19, 2024

REGULATION CHAPTER NO.: Chapter 4

REGULATION CHAPTER TITLE: Academic Affairs

REGULATION TITLE AND NO: Religious Holidays 4.008

SUMMARY OF REGULATION: The purpose of this Regulation is to outline the process for accommodating religious observances.

AUTHORITY FOR REGULATION: Article IX, Section 7(c), Florida Constitution, Board of Governors Regulation Development Procedure dated July 21, 2005, Board of Governors Regulation 1.001; 6.0115.

UNIVERSITY OFFICIAL INITIATING THIS REGULATION: Nigel D. Edwards, Ed.D., Associate Vice President for Student Affairs/Administration and Assessment.

PROCEDURE FOR COMMENTS: Written comments concerning this proposed regulation shall be submitted within 14 days of the date of this notice to the person identified below. The comments must specifically identify the regulation you are commenting on.

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED REGULATION IS: Allyson Watson, Ph.D., Provost and Vice President for Academic Affairs, 1601 S. Martin Luther King Jr. Blvd., 300 Lee Hall, Tallahassee, Florida 32307, (850) 599-3276 (Telephone), allyson.watson@famuedu.

FULL TEXT OF THE PROPOSED REGULATION: The full text of this amended Regulation follows:

Florida A&M University Regulation



4.008 Religious Holidays

- (1) **Policy Purpose and Intent** - The purpose of this Regulation is to outline the process for accommodating religious observances.
- (2) **Statement of Policy** – Pursuant to Board of Governors Regulation 6.0115, all University students shall be allowed to observe holy days of their religious faith. The University shall reasonably accommodate the religious observance, practice and belief of individual students regarding admissions, class attendance, and the scheduling of examinations and work assignments.

Accordingly, the University requires:

- (a) A student who wishes to observe a religious holy day of their religious faith shall notify, in writing, all of their instructors and the appropriate academic dean, in order to be excused from class to observe the religious holy day. This written notice should be provided at the beginning of each semester, but no later than 10 days prior to the observed religious holy day.
- (b) The student shall be held responsible for any material covered during the excused absence, but shall be permitted a reasonable amount of time to make up any work missed.
- (c) Students who are absent from academic or social activities because of religious observances shall not be penalized by their instructors and/or university administrators.
- (d) Any student who feels that they have been unreasonably denied educational benefits because of their religious belief or practice may informally seek redress by presenting, in writing, the nature of their grievance to the Provost and Vice President for Academic Affairs or the Vice President for Student Affairs who will investigate and document each occurrence (grievance) and ensure that appropriate corrective action is taken to assure compliance with this policy.

- (e) If the matter is not resolved satisfactorily by the Provost and Vice President for Academic Affairs or the Vice President for Student Affairs, the student may file a complaint pursuant to University Regulation 10.103, with the Office of Equal Opportunity Programs.
- (f) This Regulation shall be included in the student handbook, and/or other similar documents regularly provided to the faculty and students.

*Specific Authority: Article IX, Fla. Const., 1006.53, Florida Statutes; BOG Regulation 1.001 and 6.0115; History-**New** XX-XX-XX.*