

**SAN JOSÉ STATE UNIVERSITY  
ONE WASHINGTON SQUARE  
SAN JOSÉ, CA 95192**

**S96-2, Direct Instruction Obligations Policy**

**Rescinded: S92-5**

**Legislative History:**

At its meeting of December 10, 2018, the Academic Senate approved Amendment A to University Policy S96-2 presented by Senator Peter for the Professional Standards Committee and as follows. University Policy S96-2 superseded University Policy S92-5 and was approved by the President Robert Caret on February 22, 1996.

**Approved and signed by  
President Mary A. Papazian  
on January 17, 2019.**

Resolved: That S96-2 be amended as shown in the strikeout and underline.

*Rationale: This 1996 policy is still in use but contains quotations from an obsolete collective bargaining agreement, obsolete titles, and other obsolete language. Many of the following revisions were recommended by the Senior Associate Vice President for University Personnel. The Professional Standards Committee has additionally edited and shortened to reduce this policy to its most essential points.*

*Approved: November 26, 2018*

*Vote: 9-0-0*

*Present: He, McKee, Cargill, Peter, Hart, Monday, Kumar, Kemnitz, Mahendra*

*Absent: Rodriguez, Kemnitz*

*Financial Impact: No direct impacts*

*Workload Impact: No direct impacts*

## DIRECT INSTRUCTION OBLIGATIONS POLICY

(Superseded S92-5)

S96-2

Resolved: That the attached document (Direct Instructional Obligations, Policy and Procedures) be adopted as policy.

### **Direct Instructional Obligations**

#### Policy

It is the normal obligation of a faculty membersg to meet each of their classes at the scheduled time and place for the mode of instruction and to present or have presented to the class material appropriate to the stated subject matter. A faculty member who fails to meet or so instruct a class without justification may be formally reprimanded. Repeated failures may be the basis for disciplinary proceedings leading to suspension, demotion or dismissal.

For planned absences from instructional assignments, faculty members shall provide the chair advance notice of the personal or professional considerations which result in the absence and shall consult with the chair about suitable arrangements to satisfy instructional obligations. Any substitute arrangements are subject to the approval of the chair, subject to appeal or review by the appropriate dean.