

**MJC ACADEMIC SENATE**  
**RESOLUTION SP02-A: GUIDELINES FOR INSTRUCTORS REGARDING**  
**ACADEMIC SCHEDULING CONFLICTS**  
**APRIL 18, 2002**

Proposed by: Jim Sahlman

Whereas, The *MJC College Catalog* states that “MJC is committed to serving its diverse and multi-cultural community through the provision of high quality general, vocational, and transfer educational programs and through the offering of activities designed to improve the quality of life for citizens of the Yosemite Community College District,” (p. 6) and

Whereas, “Modesto Junior College staff members are committed to meeting student needs by recognizing our students as individuals requiring responsive, diverse, and flexible educational, career preparation, personal development, and life-long learning opportunities,” (*MJC College Catalog*, p. 6) and

Whereas, Extra—curricular activities and field trips play an important role in retaining students and offering a variety of educational experiences, and

Whereas, The academic scheduling conflict for extra-curricular activities and field trips is an appropriate issue for the Academic Senate to express its view as it pertains to instructors and students,

Therefore, Be It Resolved that the Academic Senate recommends that Section 810.005, paragraph 3 of the MJC Handbook be amended to read:  
“any instructor taking a field trip or requiring attendance at a college-sponsored activity which will require student not miss other classes has the responsibility of informing his/her students to report to the instructors of other classes they will miss to immediately arrange for make-up work prior to going on the field trip, and to inform them that such arrangements may not be approved. Instructors will honor requests for students to go on field trips and attend required out of class activities in other classes when in the judgment of the instructor such absence will not unduly jeopardize the student’s performance.”

Therefore, Be it Further Resolved that if undue jeopardy is identified the Academic Senate expects that both instructors cooperate in seeking a resolution that is in the best interest of the student.

Therefore, Be it Finally Resolved that the Academic Senate strongly recommends that instructors whose classes have field trips and required out of class activities direct their students to provide the above-mentioned notice to other instructors within the first two weeks of the semester.

First Reading: May 9, 2002

Final Action: September 19, 2002

Disposition: Carried

Forwarded to College Council and Instructional Administrators Council