



**Policy Rider: Adjustments or Modifications to Academic Policies
during an Emergency # 310.002**

INITIAL EFFECTIVE DATE:	LAST REVISION DATE:	RESPONSIBLE UNIVERSITY DIVISION/DEPARTMENT
June 30, 2020	April 19, 2024	Office of the Provost Academic Affairs

POLICY STATEMENT

I. Emergency Adjustments and Modifications

- a. This rider empowers the Florida International University (FIU) faculty and administration to reasonably adjust its policies, processes, and procedures to accommodate the extraordinary circumstances of the emergency.
- b. The adjustments and modifications will be in effect until the appropriate leadership officially declares the emergency has ended.
- c. The Faculty Senate shall review and vote on all academic policy, procedure, and process adjustments or modifications pursuant to the provisions of this rider, except when the Provost and Faculty Senate Chair determine it is not feasible.
- d. All policy, procedure, and process adjustments and modifications must be approved by the Provost or designee to become operational.
- e. The Provost will notify the President of all approved policy, procedure, and process adjustments or modifications.
- 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. All adjustments and modifications must comply with:
 - a) Standards or expectations of any programmatic accreditor and of the institutional accreditor;
 - b) State University System of Florida Board of Governors (BOG) regulations, FIU Regulations, and applicable Collective Bargaining Agreements; and
 - c) Any executive order by the Miami-Dade County Mayor or Governor of Florida, applicable state and federal statutes or rules, or applicable health recommendations.
 - d) Exceptions. Exceptions to the preceding subsections (a), (b), and (c) are allowed only when the accreditor, BOG, FIU, the Miami-Dade County mayor (or mayor of a county where a campus/educational site is located), the Governor, state and federal statutes or rules, Collective Bargaining



Agreements, or health recommendations specifically provide for such exceptions.

iv. FIU shall communicate emergency adjustments or modifications to all appropriate constituents. These shall be timely, clear, and delivered through multiple formats and media.

II. 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 FIU, Miami-Dade County Mayor, the Governor of the State of Florida, or the President of the United States.
- b. The Provost or Senior Vice President for Academic and Student Affairs will inform the appropriate constituents when the emergency rider provisions cease and academic operations return to their normal, pre-emergency state.

SCOPE

This rider attaches to all FIU academic policies when an emergency is declared by the President of FIU; Miami-Dade County Mayor; the Governor of the State of Florida; or the President of the United States.

REASON FOR POLICY

The purpose of this rider is to enable FIU 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.

DEFINITIONS

DEFINITIONS	
TERM	DEFINITIONS
Disruption of Instruction	Instruction is disrupted when the university operations cease or suspend for any period of time and the FIU can no longer support continuity of instruction as a result of the emergency.
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.



Relocation of Instruction	Relocation of instruction constitutes of a shift in instructional modality, a physical move of instructional activities to a different geographic location, or a combination of both as a result of the emergency.
Rider	A rider is an addition to an existing policy or other governing document that amends its provisions.

ROLES AND RESPONSIBILITIES

The Provost in the implementation of Florida International University's Continuity of Operations Plan (COOP) shall lead the university in efforts related to this policy rider.

RELATED RESOURCES

- Florida International University's Continuity of Operations Plan (COOP)

CONTACTS

Office of the Provost
11200 S.W. Eighth Street, PC 526
Miami, Florida 33199
Telephone: (305) 348-2151

HISTORY

Initial effective date: June 30, 2020.

Review Dates (*review performed, no updates*): N/ A

Revision Dates (*updates made to document*): April 19, 2024