

UNIVERSITY OF  
**Miami**  
FACULTY SENATE  
MEMORANDUM

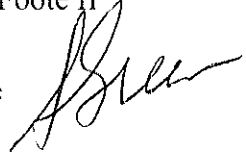
TO: President Edward T. Foote II

FROM:  Steven Green  
Chair, Faculty Senate

DATE: 25 May 1999

SUBJECT: Faculty Senate Legislation #98012(B) - Course Waiver and Course Substitution  
Request for Students with Documented Disabilities

*Start,*  
*✓ approved.*  
*Thanks.*  
*SG*



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The Faculty Senate, at its meeting on April 26, 1999, voted to approve Faculty Senate Legislation #98012(B) - Course Waiver and Course Substitution Request for Students with Documented Disabilities. The text of the legislation is as follows:

The academic requirements of the University of Miami are set by the Faculty and are viewed as minimum standards that students must meet. To carry out the University's commitment to provide reasonable accommodation for students with documented disabilities, to the extent required by applicable law, requests for course waivers and course substitutions will be reviewed according to the following procedures when consistent with other considerations, including pedagogical and accreditation requirements.

Course substitutions or course waivers generally will be considered only after the student has already exhausted all other avenues of reasonable accommodation. Written requests by students for course waivers and course substitutions based on a documented disability will be addressed by the academic area where the requirements are determined. Accordingly, requests for course waivers and/or course substitutions of University, College, School, Department, or Program requirements are to be submitted to the appropriate administrative office for consideration by a relevant committee of faculty.

Students may appeal course waiver and course substitution decisions regarding University, College, School, Department, or Program requirements by following the Standard Academic Appeals Process of the Faculty Senate Student Affairs Committee.

This legislation is now forwarded to you for your action including modifying the Bulletin.

SG/kl

cc: Academic Development  
John Masterson  
Perri Lee Roberts  
Academic Standards Committee

CAPSULE: Faculty Senate Legislation #98012(B) – Course Waiver and Course Substitution Request for Students with Documented Disabilities

RESPONSE BY THE PRESIDENT: \_\_\_\_\_ DATE: \_\_\_\_\_

OFFICE OR INDIVIDUAL TO IMPLEMENT: Provost

APPROVED: Yes [Signature]

EFFECTIVE DATE OF LEGISLATION: \_\_\_\_\_


NOT APPROVED AND REFERRED TO: \_\_\_\_\_

REMARKS (IF NOT APPROVED): \_\_\_\_\_



MEMORANDUM

TO: John T. Masterson, Vice Provost for Undergraduate Affairs  
Nicholas Patricios, Chair, Academic Standards Committee

FROM: Steven Green   
Chair, Faculty Senate

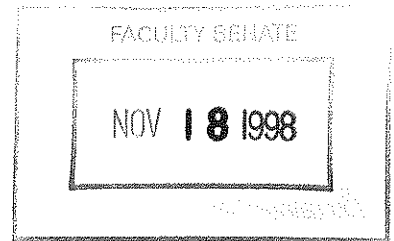
DATE: 24 November, 1998

SUBJECT: University Policy on Course Waiver or Substitution Requests for Students  
with Documented Disabilities

Thank you for the recent statement pertaining to students with documented disabilities. This policy should now be presented to the Faculty Senate as a recommendation from the Academic Standards Committee. Please contact the Senate office so it can be scheduled for the January Senate meeting.

SG/b

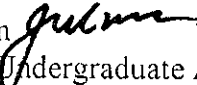
cc: Provost Luis Glaser  
Dr. Patricia A. Whitely



Executive Vice President and Provost

November 16, 1998

TO: Dean Jorge Hernandez, School of Architecture  
Dean Rita Deutsch, College of Arts and Sciences  
Dean James Foley, School of Business  
Dean William McElrath, School of Business  
Dean Mitchell Shapiro, School of Communication  
Dean Marcy Ullom, School of Continuing Studies  
Dean Liz Rothlein, School of Education  
Dean Samuel Lee, College of Engineering  
Dean Jo Faulmann, School of Music  
Dean Georgie Labadie, School of Nursing  
Dean Frank Millero, RSMAS  
Dr. Alexander McIntire, Academic Development Center  
Mr. Robert Fuerst, Academic Services  
Dean Paul Orehovec, Office of Enrollments  
Dean Scott Ingold, Office of the Registrar  
Ms. Brooke Fried, School of International Studies  
Mr. Richard Walker, Division of Student Affairs  
Ms. Leyda Benitez, Assistant General Counsel  
Dr. Steven Green, Chair, Faculty Senate  
Faculty Senate Office  
Dr. Nicholas Patricios, Chair, Academic Standards Committee  
Ms. Judith Antinarella, Office of Disability Services  
Ms. Marjorie Thomas, University Ombudsperson

FROM: John T. Masterson   
Vice Provost for Undergraduate Affairs

Attached is the statement of University policy on course waiver or substitution requests for students with documented disabilities. Please keep this on file for future reference.

My thanks to all of you who conceived, considered, debated, drafted, and approved this document. It is a good, and necessary, policy to have in place.

JTM:nli  
Attachment

c: Dr. Luis Glaser  
Dr. Patricia A. Whitely

P.O. Box 248033  
Coral Gables, Florida 33124-4628  
(305) 284-3356  
Fax: (305) 284-6758

COURSE WAIVER OR SUBSTITUTION REQUESTS  
FOR STUDENTS WITH DOCUMENTED DISABILITIES\*

The academic requirements of the University of Miami are set by the Faculty and are viewed as minimum standards that students must meet. In compliance with the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, as amended, the University's policy is to provide reasonable accommodation for students with documented disabilities to help them meet, not avoid, these standards. Accordingly, requests for course substitutions or waivers will generally be considered only after the student has already exhausted all other avenues of reasonable accommodation.

Written requests by students for course waivers or substitutions based on a documented disability will generally be addressed by the academic area where the requirements are based. Accordingly, requests for waivers and/or substitutions of:

1. Course requirements within a major or minor are to be directed to the respective department chair or program director. If deemed necessary, further appeals are to be directed to the academic dean of the School/College within which the major or minor is found, then to the Faculty Senate Student Affairs Committee, and finally, to the executive vice president and provost.
2. School/College requirements are to be directed to the respective dean of the School/College. If deemed necessary, further appeals are directed to the Faculty Senate Student Affairs Committee, and finally, to the executive vice president and provost.
3. University requirements are to be directed to the Faculty Senate Academic Standards Committee. If deemed necessary, further appeals are to be directed to the executive vice president and provost.

Extenuating circumstances may require that the University deviate from these steps to the extent that it is appropriate.

\* Approved by the Faculty Senate Academic Standards Committee 10/23/98