

STUDENT-FACULTY EXPECTATIONS

OFFICIAL AGREEMENT

A. PREAMBLE

The Georgia Institute of Technology believes that it is important to continually strive for an atmosphere of mutual respect, acknowledgement, and responsibility between faculty members and the student body. Therefore, the Georgia Tech community strives here to enumerate the specific expectations of each side. However, this document is not intended to be either comprehensive or limiting in regards to the Institute's statutes. In the end, simple respect for knowledge, hard work, and cordial interactions will help build the environment we seek. Therefore, we remain committed to the ideals of Georgia Tech, agree to abide by these principles in our time here, and will encourage each other to uphold these responsibilities.

B. STUDENT EXPECTATIONS

We hold that all students have the right to expect:

1. a positive, respectful, and engaged academic environment inside and outside the classroom;
2. to attend classes at regularly scheduled times without undue variations and without penalty if the student cannot attend instructional, lab, or examination hours not institutionally scheduled;
3. to receive a syllabus which should include an outline of the course objectives, evaluation criteria, and any other requirements for successful completion of each course during the first week of class meetings and to be clearly informed of any changes made to the syllabus during the semester with reasonable time to adjust to these changes;
4. to consult with faculty outside of usual classroom times through regularly scheduled office hours or a mutually convenient appointment;
5. to have reasonable access to Institute facilities and equipment in order to complete course assignments and/or objectives;
6. to have reasonable time to learn course material prior to the administration of an examination;
7. to receive a clear explanation of the faculty's definition and interpretation of academic misconduct within the course that extends over and beyond those clearly defined in the Georgia Tech Honor Code;
8. to have reasonable access to grading instruments and/or grading criteria for individual assignments, projects, or exams and to review graded material in a timely fashion;
9. to consult with each course's faculty regarding the petition process for graded coursework;
10. Faculty to adhere to formal Institute policies, rules and regulations, such as the Week Preceding Final Examinations Policy and the confidentiality policies of FERPA.

C. FACULTY EXPECTATIONS

We hold that all faculty members have the right to expect:

1. a positive, respectful, and engaged academic environment inside and outside the classroom;
 2. students to appear regularly for class meetings in a timely fashion;
 3. to select qualified Teaching Assistants in accordance with departmental protocols as well as the right to delegate grading, studio and laboratory instruction, tutoring, and other academic activities to these individuals;
 4. students to appear at office hours or a mutually convenient appointment for official matters of academic concern;
 5. full attendance at examination, midterms, presentations, studios, and laboratories, with the exception of formal pre-approved excused absences or emergency situations;
 6. students to be prepared for class, appearing with appropriate materials and having completed assigned readings and homework;
 7. full engagement within the classroom, including meaningful focus during lectures, appropriate and relevant questions, and class participation;
 8. to cancel class due to emergency situations and to cover missed material during subsequent class meeting times at the discretion of the instructor;
 9. students to act with integrity and to adhere to the principles of the Georgia Tech Student Honor Code;
 10. students to adhere to the formal Institute policies, such as the Student Code of Conduct.
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