

## **Policy for Laboratory Supervision in Science courses.**

**Laboratories that are scheduled as parts of courses in the sciences (Biology, Chemistry, Integrated Science, Physics) are subject to the following supervisory requirements. All laboratories taught by face-to-face instruction on campus must be supervised by the instructor of record for the course or by a qualified substitute when the instructor is unable to attend. A qualified substitute may be another science faculty member or another qualified appointee. This provision applies equally to laboratories integrated as parts of a course or those lab courses receiving separate credit from a co-required course (e.g., Biol 1103/1103L).**

### **Exclusions:**

**The above supervisory requirements are not required in the following circumstances:**

- a. Laboratory research projects conducted as fulfilling the requirements for research and internship courses (Biol 4500 and Biol 4800). Students in these courses are advanced and will have received training specifically for the projects they will be researching. They may be cleared for unsupervised work in labs on a case-by-case basis.**
- b. Laboratory projects conducted by students as part of the training in lower division courses. These projects should be well-circumscribed as to activities permitted by students on their own, and in no case should involve hazardous conditions or substances. Examples of such projects are independent study exercises given in several biology classes as part of the overall pedagogy.**
- c. Courses that are instructed online, either wholly or in part, and in which laboratory exercises are conducted by students away from campus (e.g., at home) are excluded from these supervisory conditions.**

**ROUTING FORM FOR PROPOSED CHANGES TO ACADEMIC POLICY, CURRICULUM CHANGES, STATUTES  
EAST GEORGIA STATE COLLEGE**

**NAME OF POLICY/ PROPOSAL:** Policy for Laboratory Supervision in Science courses

Attach a complete copy of the proposed change as acted upon by the APCC or Faculty Senate. If changes made to proposal prior to adopting, please note the person and governance body making the change on the proposal, initial and date the change. Copies of appropriate documentation should be attached to the form with each submission and should be retained at each level. Please indicate the type of proposal being submitted:

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> New Course                  | <input type="checkbox"/> New Degree Program        | <input type="checkbox"/> Changes to Degree Program Requirements |
| <input type="checkbox"/> Deactivate Course           | <input type="checkbox"/> Discontinue Course        | <input type="checkbox"/> Reactivate Course                      |
| <input type="checkbox"/> Discontinue Course          | <input type="checkbox"/> Deactivate Degree Program | <input type="checkbox"/> Discontinue Degree Program             |
| <input type="checkbox"/> Reactivate Degree Program   | <input type="checkbox"/> Policy Revision           | <input type="checkbox"/> Statutes Revision                      |
| <input checked="" type="checkbox"/> Policy Proposal. |  | <input type="checkbox"/> Other: _____                           |

**ACADEMIC POLICIES AND CURRICULUM COMMITTEE (APCC)**

Initiated and Submitted to APCC

Signature \_\_\_\_\_ Date 10/12/2020

Dean Approval: David Conner Date 10/12/2020  
Signature \_\_\_\_\_ Date \_\_\_\_\_

APCC Action: Approved  Denied  Returned  Tabled   
Dennis Shauman 10-16-2020  
Signature of Vice President for Academic and Student Affairs, Chair \_\_\_\_\_ Date \_\_\_\_\_

Comments: \_\_\_\_\_

APCC Chair submits to Faculty Senate

**FACULTY SENATE**

Faculty Senate Action: Luca Chambers Approved  Denied  Returned  Tabled   
Signature of Faculty Senate President \_\_\_\_\_ Date 11-4-20  
Comments: \_\_\_\_\_

Faculty Senate President sends to EGSC President and to the Vice President for Academic and Student Affairs  
Note: Revisions to EGSC Statutes require approval of President's Cabinet and must be submitted to Chief of Staff/Legal Counsel for routing to President's Cabinet and routing to President. Please indicate "EGSC Statutes revision" on this form.

President's (or designee's) Action: Boyd Approved  Denied  Returned  Tabled   
Signature \_\_\_\_\_ Date 11/06/2020  
Comments: \_\_\_\_\_

Distribution By:

Signature \_\_\_\_\_ Date \_\_\_\_\_

President retains original ACADEMIC POLICY/PROPOSAL ROUTING FORM

President's Office Distributes Copies To:

- |  |            |
|--|------------|
| Faculty Senate—President                             | Date _____ |
| Academic Policies & Curriculum Committee—Chair/VPASA | Date _____ |
| Chief of Staff/Legal Counsel                         | Date _____ |