



SOUTHEASTERN

L O U I S I A N A U N I V E R S I T Y

Basic Duties of Faculty Members

This policy applies to Faculty only.

REASONABLE AND PRUDENT BEHAVIOR

Faculty members have a duty to act as reasonable, prudent persons under all circumstances. The more dangerous the situation, the more care should be exercised.

WORKING DAYS

The University defines a working day as any day the University is open for business. References to “working day” in any and all University policies shall be defined as such.

ADEQUATE SUPERVISION

Faculty members have a duty to provide adequate supervision of their assistants and students. Supervision is especially important in gyms, labs, and shops. Faculty members are always responsible for a class or group under their supervision.

PROPER INSTRUCTION REGARDING EQUIPMENT AND FACILITIES

Faculty members have a duty to provide proper instruction in how equipment and facilities are to be used. Table saws in theatre shops, for example, require special instruction as to their use. Toxic chemicals require extraordinary precautions. Safety standards should be taught at any time when potential danger is present. For example, the instructor should discuss safety before students conduct an experiment using flammable materials or chemicals. Louisiana Law (R. S. 17:2114) provides that students who use any device or material dangerous to the eyes shall be furnished with and shall wear safety glasses.

MAINTENANCE OF EQUIPMENT AND FACILITIES

Faculty members have a duty to see that all equipment and facilities are properly maintained and in good repair. Otherwise, the equipment and facilities should not be used. The instructor may not have to personally repair equipment or facilities, but must report it to the proper authority.