

FACULTY SENATE RESOLUTION 93-01

The purposes of a concentrated study period and of final examinations are to enhance the learning experiences of the students and to gauge their levels of achievement. Accomplishment of these purposes requires that both students and faculty proceed with these activities in an orderly fashion which can be anticipated by both. Disturbance of the concentrated study period by outside activities, social events or otherwise, detracts from the student's opportunity to prepare. Similarly, extracurricular activities must not be permitted to distract students during final examinations.

Concentrated Study Period

The five-day period (Wednesday-Sunday) immediately preceding the week of final examinations will be set aside as a concentrated study period.

During this time, no extracurricular student activities, such as social and athletic events, will be held on or off campus, and there shall be no required major examinations in academic courses. An exception to this policy is that laboratory courses may be examined on laboratory material.

Final Examinations

Six days (Monday-Saturday) will comprise the final examination period. Final examinations are required in all courses and must be given during the published dates for the final examination period. During this time, no extracurricular student activities, such as social and athletic events, will be held on or off campus.

A final examination is defined as the last in a series of major tests called for in the course syllabus. It is not required that the examination be comprehensive. If the course syllabus does not call for a final exam, the last major unit exam is to be considered the final exam and must be given in the final examination period. When a series of major tests is scheduled in addition to the final examination, the last of the major test series may not be given during the concentrated study period.

Final exams and performances in laboratory-type courses may be given or required during the concentrated study period.

Exceptions

Exceptions to the policies governing final examinations and examinations during the concentrated study period may be requested. A form for requesting exceptions may be obtained from the department, the college/school, or the Office

of Academic Affairs. A brief justification for the requested exception, i.e., sound academic reasons or exceptional circumstances, must be provided on the form. Approvals by the appropriate department chair, dean/director, and the Office of Academic Affairs are required.

These policies will become effective with the spring semester of 1994.

ADOPTED: November 8, 1993