

Resolution 1998-5. Revising the Final Examination Policy.

Presented by the Educational Policy Committee

The Faculty Council resolves:

Section 1. Beginning with Spring Semester 1998 final examinations, the first two paragraphs of the Final Examination Policy, as printed on page 256 of the 1997-98 Undergraduate Bulletin, are rewritten to read:

Undergraduate courses taught on campus must include a final assessment (i.e. final examination) unless an exception is granted by the Provost. A traditional final examination is written, is administered at a predetermined time as specified in the final examination schedule, and takes place at a designated location. Exceptions to the scheduled time and location of a traditional examination can be granted only by the Provost.

Department chairs (i.e. heads of instructional units) must give permission for faculty to use non-traditional examinations, such as a portfolio of a semester's work or a take-home examination. The chair should submit to the appropriate Dean an annual summary of the exceptions that were granted. For multi-disciplinary and co-taught courses, permission to give a non-traditional examination must be granted solely by the chair of the instructional unit in which the course is based.

No special preparation quizzes may be given during the last five days of classes (last 2 days of classes for Summer School) before the beginning of the final examination period. No examination (except for laboratory sections) may be held at a time other than that specified in the general schedule except with the advance approval of the provost. No examination may start later than 7:00 PM. Final examinations for a full course should ordinarily cover a minimum of two hours and should not exceed a period of three hours. Only examinations requiring an exceptional portion of practical work should be longer than three hours.

Adopted March 27, 1998.