

# **The University Senate of Michigan Technological University**

## **Proposal 5-16 (editorial changes 03-31-16)**

(Voting Units: Academic)

### **Scheduling of Examinations, Projects, Presentations and Papers During Career Day Fair**

#### **I. Introduction**

For many students Career Fair has become a major component of a Michigan Tech education. To better support the students we recommend that faculty use this event to help students work through scheduling conflicts as developing professionals. And to do so in a supportive way that understands the stress and focus students rightly put into career fair.

#### **II. Proposed Policy**

Regular examinations, major projects and papers, and presentations shall not be given or be due on **the day of** career fair day. All Instructors are encouraged to consider how involved the students in each of their classes are with career fair and address other days in the week appropriately.

Lower level students are encouraged to attend career fair to learn the ropes, and seek internships and co-ops. Faculty in courses with high numbers of lower level students, new to managing the conflicting demands of being an adult student, should consider providing more support to help those students develop good habits of planning ahead and communicating clearly, early, and respectfully about conflicts.

A regular examination, major projects or papers, or presentation is taken to be any assignment comprising a significant portion of a student's overall grade and which would require major preparation. Evening exams are included as they are regular exams held outside of scheduled class times (senate policy 601.1).

Regular weekly assignments, such as lab reports, are not considered major papers. However, instructors of lower division classes with career fair attending students are encouraged to move the due date a day earlier or in some other way help lower level students plan ahead.