

The University Senate of Michigan Technological University.

Defeated by Senate

PROPOSAL 12-07

SCHEDULING OF EVENING EXAM PROPOSAL (Revision of Proposal 7-94) (Voting Units: Academic)

Background:

Evening exam scheduling has become a problem for faculty and students and the scheduling office. Over 80% of evening exams scheduled do not comply with policy. The goal of this proposal is to revise and clarify the purpose of the policy.

Scheduling of Evening Examinations

Regular exams are exams and quizzes that are not defined as final examinations. Evening exams are regular exams held outside of scheduled class times, ~~usually after 6 p.m.~~

Regular exams should be given during scheduled class meeting times when possible. Students required to take an evening exam shall be excused from one scheduled class.

Evening examinations ~~must~~ **shall** be arranged through the scheduling office to avoid conflicts and to allow effective use of University resources. Evening exams ~~should~~ **shall** be scheduled for 6-7 p.m, Monday-Thursday. The University shall not schedule classes for this time period.

~~Faculty scheduling evening exams must provide alternative examination times for students with the following conflicts:~~

~~In the case of two conflicting evening exams (inside or outside the 6-7 p.m. period), the larger class has priority.~~

In the case of two conflicting evening exams (inside or outside the 6-7 p.m. period), the larger class has priority. Faculty scheduling evening exams must provide alternative examination times for students **who have two conflicting evening exams.**

- ~~1. In the case of an evening exam conflicting with a regularly scheduled class, the class has priority over the exam.~~

Regular exams shall not be given on Friday evenings, nor on Saturday or Sunday.

Introduced in Senate: 29 October 2006
Defeated by Senate: 13 December 2006