Adopted: February 10, 1998

# ACADEMIC SENATE OF CALIFORNIA POLYTECHNIC STATE UNIVERSITY San Luis Obispo, California

#### AS-490-98/ RESOLUTION ON FINAL EXAM SCHEDULING

WHEREAS,	Campus policy currently provides for a maximum of one hour [mal exams for 1-2 unit courses, two hour [mal exams for 3 unit courses, and three hour [mal exams for 4 unit courses; and
WHEREAS,	Increased numbers of 4 unit courses in the curriculum are creating [mal exam scheduling and room conflicts for students and faculty; and
WHEREAS,	Faculty should have the opportunity to assess their courses in the manner they deem most appropriate; be it therefore
RESOLVED,	That the attached [mal exam schedule, which provides for three hour final blocks in a five day schedule be adopted; and be it further
RESOLVED,	That this schedule sets only maximum times available for [mal exams, and in no way otherwise dictates the actual length of final exams for faculty.

Proposed by the Academic Senate Curriculum and Instruction Committees October 29, 1997 Revised February 10, 1998

### Final Exam Schedule

Exams will be held In the regularly assigned classroom at the days and times Indicated below. Instructors requesting to change a final exam time must obtain approval from the Department Head and College Dean at least two weeks before final exam week. Questions concerning the final exam schedule should be referred to the University Scheduling Office at X6-2461.

#### FINAL EXAM SCHEDULE FOR DAY CLASSES

Exam Days	Monday (M)	Tuesday (T)	Wednesday (W)	Thursday (R)	Friday (F)
	Class Start TIme	Class Start Tlme	Class Start TIme	Class Start Time	Class Start Time
Exam Hrs	and Meeting Days				
	0710 MWF, MW	0710 TR	0810 MWF, MW	0810 TR	0910 MWF, MW
071 0-1 000am	WF,MF	0710-0900 TR	WF,MF	0810-0930 TR	WF,MF
		0740-0900 TR	0810-0920 MWF		0930-1040 MWF
			0810-1000 MW		
	1010 MWF, MW	0910 TR	1110 MWF, MW	1010 TR	1210 MWF, MW
1010-o100pm	MW, MF	0910-1100 TR	WF, MF		WF,MF
	1050-1200 MWF	0940-11 00 TR			1210-0120 MWF
	1010-1200 MW				1210-0200 MW
	0110 MWF, MW	1210 TR	0210 MWF, MW	0110 TR	0310 MWF, MW
0110-o400pm	MW, MF	1210-0130 TR	WF, MF	0140-0300 TR	WF, MF
	0130-0240 MWF	1210-0200 TR	0210-0400 MW		
			0250-0400 MWF		
	0410 MWF, MW	0210 TR	0510 MW, M	0310 TR	Room Conflict
0410-o700pm	WF, MF	0210-0400 TR	0610 MW, M	0310-0430 TR	Resolution
	0410-0530 MW				
	0410-0600 MW				

#### FINAL EXAM SCHEDULE FOR EVENING CLASSES

Exam Days	Monday (M)	Tuesday (T)	Wednesday (W)	Thursday (R)	Friday (F)
	Class Start TIme	Class Start Time	Class Slart Tlme	Class Start Time	Class Slart Tlme
Exam Hrs	and Meeting Days				
		0610 TR, T	0510 W	0410 TR	0510 TR, T, R
	0710 MW, M	0710 TR, T	0610 W	0410-0530 TR	0540 TR
071 0-1 OOOpm			0710 W	0410-0600 TR	0610 R
				0440-0600 TR	0710 R
		Common Final	Common Final		
		Time # 1	Time # 2		

Note:

Classes meeting 4 or 5 days per week will follow the MWF schedule. One-unit lecture classes will hold their exam at the last regular meeting of the class to avoid scheduling conflicts. Classes that meet in more than one lecture room during the quarter will meet in the room announced by your instructor using the Room Conflict Resolution time listed above. Exam time is determined by the hours scheduled for the lecture portion of any course. Exams for activity, laboratory and recitation classes will be held during the last class meeting.

## **RECEIVED**

State of California

Memorandum

AUG 1 1 1998

Academic Senate

CAL POLY
SAN LUIS OBISPO

SAN LUIS OBISPO CA 93407

**To:** Myron Hood

President

Chair Academic Senate

From: Warren J. Baker Copies: Paul 1. Zingg

Harvey Greenwald

August 3, 1998

Linda Dalton

Date:

Subject: Response to Academic Senate Resolution AS-490-98, Resolution on Final Exam Scheduling

I am pleased to approve the above Resolution of the Academic Senate, which endorses the change in the University's Final Exam Schedule. The revised Final Exam Schedule, which was also endorsed by other campus constituencies, will be effective starting with the Fall Quarter 1998.

Please extend my gratitude to members of the Academic Senate for their contributions in revising the Final Exam Schedule.