

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

Student Final Exam Scheduling Handbook Language
RES 1314065

FAC

RESOLVED: that the Academic Senate recommend to the President that the University policy, as it appears on the Final Exam Schedule, be included in the University Handbook section 203.5 (additions in bold underline).

203.5 Final Examinations

Each non-seminar course shall include an appropriate instrument for comprehensive evaluation of student performance. If an in-class written final examination is given, it shall be done during the regularly scheduled final examination period. If a take-home final is assigned, it shall be due during final exam week. CSUB policy provides that no student shall be required to take more than two final examinations on the same academic day. If a student has more than 2 exams on the same day, the student should contact the course instructors and request a special arrangement. If no instructor agrees to reschedule, the exam in the lowest-enrolled course(s) shall be rescheduled for that student.

RATIONALE: The Academic Senate recently approved the underlined policy change. The policy currently appears only on the Final Exam Schedule. This resolution will incorporate the policy into the Handbook as well.

Distribution List:

President
Provost & V.P. for Academic Affairs
School Deans
Department Chairs
General Faculty

Approved by the Academic Senate on June 5, 2014
Sent to the President for approval on June 12, 2014
Approved by the President on August 13, 2014