

Committee Members:

Chair: Laurie Ramirez, School of Social Welfare (2021), Faculty: Nyla Branscombe, Psychology (2018), Staff: Wendy Bridges, Office Event Management and Protocol, Faculty: Julia Broxholm, Music, Student: Addison Henson, Faculty: Moloche Kottman, Libraries, Staff: Tiffany Robinson, Assistant Vice Provost, University Registrar, Student: Adrian Romero, Staff: Nancy Stoms, Admissions

FY2021 Standing charges:

1. Monitor compliance with University Senate Rules and Regulations 1.3.2 concerning final examinations, including: (a) ensuring that adequate arrangements are made each semester to inform students and faculty through the Schedule of Classes about the regulations governing final examinations, and the appropriate procedures to be followed if questions arise about the application of the regulations; (b) informing the teaching faculty and GTAs, via an e-mail from the chair, one week before the beginning of each semester (in August and January) of these regulations and their rationale; and (c) considering requests for exceptions, as provided in the regulations. Report actions taken on these matters to SenEx. (ongoing)

An email notice was sent to all faculty and GTA's on July 28, 2020, and January 29, 2021. Reminding them of final exam rules, Religious Observances, guidance for Study Week and accommodations for students that serve in the military.

2. Monitor compliance with University Senate Rules and Regulations 1.4.2 concerning the scheduling of examinations outside of regular class hours. Following the committee's established procedures, approve or disapprove applications for tests other than final examinations to be held at times other than regular class hours. Report actions taken on these matters to SenEx.

The Committee reviewed and acted on 12 requests for exceptions (see attached.)

3. **FY2021 Committee:** Update the five-year calendar. Report to SenEx by November 20, 2020. (When approved by University Senate, Governance will forward to Haskell Registrar.

Forward to SenEx, and University Senate. Approved

FY2021 Specific charges:

1. Review and monitor possible calendar changes due to COVID19. Suggest changes for future emergencies.

The committee suggests that in future emergencies, this committee be consulted and included in the processes being considered around academic dates and those that affect the charge of this committee.