

ACADEMIC AFFAIRS COUNCIL

AGENDA ITEM: 4 – I

DATE: October 5, 2016

SUBJECT: Activities During Finals Week/Final Examination Preparation Days

SDSU recently inquired about policies or guidelines that might effect a faculty request to use final examination preparation day to hold auditions for a theatre production. No Board policies or AAC guidelines currently address such situations for faculty requests or campus activities that potentially interfere with the intended purpose of the examination preparation day.

[Board Policy 2:6](#) notes that the Board sets and approves the academic calendar, but is otherwise silent on specific applications to finals week or exam preparation days. A review of individual campus policies indicates that five of the six campuses do not address the scheduling of campus events during the final examination period; however, SDSM&T Policy II-6-2 states:

Events sponsored by the academic departments or the athletic program (other than final exams, last exams, oral comprehensive exams and final projects) SHALL not be scheduled during the finals week unless approved by the senate on a case-by-case basis. Students having conflicts arising from participation in senate-approved events must see their instructors at least one week prior to the examinations week to determine an equitable alternative to taking the examination at the scheduled time.

AAC members should discuss whether a system policy or guideline should be in place to govern campus activities during the final examination week. The SDSM&T policy provides an initial starting point for discussion.

RECOMMENDED ACTION

Discussion and recommendation.