

FACULTY SENATE RESOLUTION

- I. **DATE:** May 7, 2021
II. **TITLE:** Faculty Handbook 2020-2021 Final Exam Schedule

III. BACKGROUND/RATIONALE for the requested action

Whereas the University of Arkansas at Fort Smith faculty need the final exam schedule for the coming semester well before the start of that semester in order to adequately plan their courses, make course calendars, and include major course due dates, if they so choose, in their section syllabus;

Whereas the final exam schedule is often not officially published to the UAFS website until the week before the semester begins, making it impossible for faculty to finalize course materials before the start of term;

Whereas one of the functions of Faculty Senate is to review and provide advice on academic calendars and schedules, including the final exam schedule.

Therefore be it resolved that UAFS provide the forthcoming final exam schedule to Faculty Senate for review and provide a copy to faculty the semester before the schedule will be used.

IV. ACTION REQUESTED

Final exam schedules should be submitted to Faculty Senate for review, comment, and possible changes. Spring final exam schedules should be submitted to Faculty Senate ahead of their October meeting, and fall final exam schedules should be submitted to Faculty Senate ahead of their March meeting. Finalized versions will distributed to all faculty, including adjuncts who have classes scheduled, by November 1, for the spring final exam schedule, and May 1, for the fall final exam schedule. New, visiting, and adjunct faculty assigned classes after these dates will be given the relevant final exam schedule as soon as possible. The final exam schedule published to the website for public use should be published by August 1, for the fall final exam schedule, and January 3, for the spring final exam schedule.

FACULTY SENATE VOTE

Number of senate members present (must be a quorum): _____ 14 _____

Final vote tally of the senate For 12 Against 2 Abstain 0

(Note: the vote tally will not include a vote from the chair unless that vote is needed to break a tie.)



Senate chair signature:

Date: 5/7/2021

✓

CHANCELLOR ACTION

- Approved as presented
- Approved with modifications
- Referred to _____ with comments for improvement
- Disapproved
- Other

Chancellor's Signature: Jessica C Riley Date: 8-26-2021

Provost's Signature: Gubale Date: 8/27/21

Comments:

If this is an approved policy change:

Emailed to appropriate campus personnel on Date: 8/27/21 *Soe*
Sent to Human Resources for incorporation into the policy handbook on Date: 8/27/21