



MEMORANDUM

To: Executive Committee of Faculty Council (September 23, 2016)
Faculty Council (December 1, 2016)

From: Professor Jim Davis
Chair, Examinations Committee

Date: November 2, 2016

Re: **Examinations Committee Goals, 2016-2017**

REPORT CLASSIFICATION

This is a routine or minor policy matter that will be considered by the Executive Committee for approving and forwarding to Faculty Council for information.

GOALS FOR 2016-2017

1. **Deferred Examination Policy** – Clarify the wording of the policy to make explicit the one-year limit for students to write a deferred exam.
2. **Academic probation period** – Codify the committee’s practices related to allowing students to take courses during the eight-month second probation withdrawal period.
3. **Capstone design course grade inflation** – Work with course coordinators to create more fairness in the grading practices between some of the new design courses and those that are more established.
4. **Final exam chief presiding officers** – Run a trial where a CPO acts as the presiding overseer of some multi-room examinations.
5. **Crowdmark exam papers** - Establish a policy on releasing Crowdmark exam papers.
6. **Re-reading of Examination Policy** – Review the Faculty’s policy on the re-grading of examination papers; the current policy only specifies the re-checking of grades.
7. **Composition of final marks** – Review the process of granting exemptions to the maximum 25% not-closely-supervised regulation.

MOTION/RECOMMENDATION FOR COUNCIL

For information.