



MEMORANDUM

To: Executive Committee of Faculty Council (October 5, 2020)
Faculty Council (October 23, 2020)

From: Professor Daniel Posen
Chair, Committee on Examinations

Date: September 21, 2020

Re: **Maximum Final Assessment Grade when Accommodating for Missed Term Work**

REPORT CLASSIFICATION

This is a major policy matter that will be considered by the Executive Committee for endorsing and forwarding to Faculty Council for vote as a regular motion (requiring a simple majority of members present and voting to carry).

BACKGROUND

A common accommodation provided to students for missed term work is to transfer the weight of the term work to the final exam. Under normal circumstances, no one assignment may exceed 80% of a student's course grade without approval from the Standing Committee on Examinations, providing an upper limit for the weight of the final exam.

For courses delivered remotely due to COVID, each undergraduate course is expected to have a summative final assessment worth between 25% and 40% of the final course grade (Report 3668).

PROPOSAL

For courses delivered remotely due to COVID, valid term work petitions may be accommodated by transferring the weight of a missed term assessment to the final summative assessment (among other potential accommodations). In such cases, the weight of the final assessment may surpass the prior limit of 40%, but must not exceed 60%. An instructor may apply to the Committee on Examinations for permission to deviate from this rule.

PROCESS AND CONSULTATION

This proposal was approved by majority vote of the Standing Committee on Examinations in September 2020.

RECOMMENDATION FOR COUNCIL

THAT changes to the maximum final assessment grade, as described in Report 3666, be approved.