TO: Members of the Faculty Senate  
FROM: Aaron Thompson  
DATE: February 20, 2006  
RE: Council on Academic Affairs items  

During the Council on Academic Affairs meeting which took place on February 16, 2006, two items were brought for discussion that resulted in the clarification of a policy and the revision of a policy. Current policy in the Faculty Handbook includes the following statement under the heading **Final Examinations**:

Final examination schedules are prepared in the Office of the Registrar. Faculty members are expected to adhere to the examination schedule. Any deviation from the printed examination schedule must have the approval of the Provost and Vice President for Academic Affairs.

Due to some confusion and questions that have arisen regarding the time allotted for final examinations, the following statement will be added:

*Students will have two hours to complete the final exam unless otherwise specified in the course syllabus.*

The policy of not allowing students to repeat courses in which they have previously earned A’s and B’s was revised to allow students to repeat these courses. As a result, a portion of a statement and an entire paragraph in the Undergraduate Catalog will be deleted:

**Undergraduate students may repeat any college-level courses in which they earned grades of “C+,” “C,” “C-,” “D+,” “D,” “D-,” “E,” or “U.”** In those courses, the last grades earned in the taking will replace those of the earlier.

*Repeating a course with an earlier grade of A+, A, A-, B+, B, or B- will result in either disenrollment from the course or removal of its credit at the end of the semester.*