

University of Idaho

2019 – 2020 Faculty Senate Agenda

Meeting # 10

Tuesday, October 22, 2019 at 3:30 pm

Paul Joyce Faculty- Staff Lounge & Zoom

- I. Call to Order
- II. Approval of Minutes (vote)
 - Minutes of the 2019-2020 Faculty Senate Meeting # 9 (October 15, 2019) **Attach. #1**
- III. Consent Agenda
- IV. Chair's Report
- V. Provost's Report
- VI. Committee Reports
 - Information Technology Committee: Information Technology on Campus **Attach. #2**
 - Dan Ewart, Vice President Information Technology
 - Brian Cox, Director Customer Experience and Engagement
 - University Curriculum Committee: Final Exam Schedule **Attach. #3**
 - Dwaine Hubbard, Associate Registrar
- VII. Other Announcements and Communications
- VIII. Special Orders
- IX. New Business
- X. Adjournment

Attachments:

- **Attach. #1** Minutes of the 2019-2020 Faculty Senate Meeting # 9 (October 15, 2019)
- **Attach. #2** Information Technology Committee: Information Technology on Campus
- **Attach. #3** University Curriculum Committee: Final Exam Schedule

University of Idaho

2019 – 2020 Faculty Senate – **Approved**Meeting # 10

Tuesday, October 22, 2019 at 3:30 pm

Paul Joyce Faculty- Staff Lounge & Zoom

Present: Bridges, Chapman, Cosens, DeAngelis, Dezzani, Grieb (Chair), Hill, Jeffery, Keim, Kirchmeier (Vice- Chair), Lee-Painter, Lockhart, Luckhart, Paul, Raja, Sammarruca (w/o vote), Schab, Schwarzlaender, A. Smith, Tibbals, Wiencek (w/o vote).

Present via Zoom: Chopin, Kern, McKellar, Tenuto.

Absent: Bacon, Caplan, Fairley, R. Smith, Sears.

Guests: 10.

Guest Speakers: Dwaine Hubbard, Associate Registrar
Dan Ewart, Vice President for Information Technology
Brian Cox, Director of Customer Experience and Engagement

- I. **Call to Order:** Chair Grieb called the meeting to order at 3:30 PM.

- II. **Approval of Minutes (vote):** A motion was made to approve the minutes of the 2019-2020 Faculty Senate Meeting # 9 (October 15, 2019) (A. Smith/Dezzani). Following a call for discussion, an amendment was proposed by Secretary Sammarruca: on p.3, second line from the top, it should read “*non-P&T committee compositions*” rather than “*P&T committee compositions*”.
An additional amendment was proposed: in the fourth paragraph of p.4, include the sentence: *The Senator requested the addition of the following language: In C-1.b, 3rd line, after "accomplishments," add "or on the timetable for promotion that is typical for the faculty member's academic field."*
A motion to approve the amendments was passed unanimously.
The motion to approve the minutes as amended passed unanimously.

- III. **Consent Agenda:** There was no Consent Agenda

- IV. **Chair's Report**
 - The tables in the Paul Joyce Lounge have been moved to a new arrangement, similar to the previous U-shape from previous years. It is hoped that this will provide better sound quality for those participating via Zoom.
 - The latest version of the revised P&T policy has been distributed to all faculty. Comments can be posted on the web. The conversation is still ongoing. The Faculty Affair Committee will meet and vote next week. The policy revisions will come back before Senate November 12.
 - Bellwood Lecture tomorrow, Ken Salazar, former Secretary of the Interior, 3:30, Pitman Center, International Ballroom.

- Sonny Ramaswamy, President of the NWCCU, will host an open forum on Thursday, Oct. 24th, 10:30-12:00 ISUB Horizon. (Note the change of time from 11AM to 10:30AM.)
- Tommy Orange, author of “There There”, the 2019 UI Common Read, will be on campus Nov. 5th, 7pm, International Ballroom.

V. **Provost’s Report**

- The State Board of Education (SBOE) had its annual meeting in Lewiston last week. Program Prioritization already existed in the Financial Section of the SBOE policy but will be added to the Academic Section as well. The SBOE requires that we go through the process of university-wide program evaluation and rankings at least once every 5 years. They suggest matrix and methods by which we may do it, but there is considerable flexibility.
State Board of Education is also introducing a policy on remedial education. Of interest to our math faculty is MATH 108, a Pre-Algebra remedial course. The Board will allow MATH 108 to be offered but will not allow it to be included within a degree requirement or curriculum. In other words, we cannot mandate students to take it. We must let them in MATH 143 and provide extra instruction as needed. The Math department has expressed concerns about this and is considering options that are responsive to the Board’s new policy.
- Enrollment figures are in (today or tomorrow there should be a press release). Overall, we have an increase of a few percent in first year student enrollment as well as an increase in dual enrollment (high school students taking college courses). The number of continuing students is down. Overall, enrollment is essentially flat.
- The President has shared his thoughts and ideas about the current financial challenges and the path forward with his executive leadership team. Based on this information, I will schedule a meeting with Faculty Senate Leadership soon to jointly develop the needed initiatives. It will be a collaborative effort with the Provost’s office, the Colleges (Deans), Staff Council and Faculty Senate.

A Senator asked how the previous enrollment figures relate to our revenue. Provost Wiencek responded that Brian Foisy would be able to give more details. Our revenue has many components including State appropriations and tuition revenue. Not all students pay the same tuition rate (resident, non-resident and WUE rates for example are different). Our revenue is strongly linked to our undergraduate on-campus full-time enrollment. We have fewer and fewer resident (Idaho) students, while non-resident students are increasing slowly but are not always as financial lucrative as the resident student enrollments. Our expenditures, though, are growing more rapidly than our revenues. The Provost noted that the Argonaut provided good coverage on the matter and addresses this question with more detail.

VI. **Committee Reports:** Chair Grieb suggested to switch the order of the Committee Reports as on the agenda. There were no objections.

- Presentation on the Final Exam Schedule for Academic Year 2020 – 2021, by Associate Registrar D. Hubbard. It was noted that no final exam begins before 8:00 AM Pacific Time. In

response to a question from a Senator, it was reported that final grades next year are due Tuesday, December 22nd, 2020.

The seconded motion from the University Curriculum Committee to approve the Final Exam Schedule as presented to Faculty Senate passed unanimously.

- Presentation by the Information Technology Committee, *Information Technology on Campus*, by Dan Ewart and Brian Cox.
An update was provided on the status of the IT Best Use initiatives presented to Faculty Senate in October 2018. A timeline was shown, which highlighted recent accomplishments and future plans.

Starting October 2018, annual IT security was implemented (December 2018). In February 2019, the first IT governance and priority process took place, which is a mechanism to collect university IT initiatives and prioritize them. This happened two more times, up to September 2019.

Last year Vice President Ewart came to Faculty Senate to discuss the “IT Best Use Initiative”. The goal of this initiative is to move the university ahead rather than just remaining functional. A Senator asked to clarify the meaning of “moving the university ahead”. It was replied that it means offering new opportunities for teaching and research. At the moment, we are just baseline, with 85% of the time spent keeping what we have up and going rather than creating new technology.

Brian Cox proceeded to address the Central Device Management Program and the Central End User Technology Procurement. With regard to Central Device Management, UI works with people across the State (Boise, Idaho Falls, CDA) to get visibility. Visibility plays a key role for in our understanding of which data can best help in making decisions.

The following updates were provided: Prior to the initiative we had 2,000 devices visible on the network, now we have 5, 932, visible and manageable on our network. 34% of computing devices are laptops. We have 750 printers with 250 different models, 52 operating systems, 25% of which are outdated. The majority of our devices are from Lenovo. There is a large complexity to deal with in ITS, therefore it is necessary to prioritize. A Senator asked to clarify the meaning of “visibility”. Director Cox responded that visibility gives us insight into the hardware connected to our network.

The discussion moved on to Central End User Technology Procurement. There are three main goals in this area: 1) improve response and resolution time, 2) protection of data, and 3) better financial stewardship for UI. A Senator reported that his college is very unhappy about technology constraints on research. Often times, the equipment which is provided is not useful for the scientific needs of researchers. Researchers need to be able to decide what fits their needs. Support has been substandard or useless, cost is higher than it would be if equipment were bought outside the university. Director Cox replied that they are not setting standards for researchers on campus, who constitute 20% of the users. Their standards are suitable for 80% of the users on campus. They are currently in a pilot mode. Researchers should be able to submit a request of what they need. The Senator proceeded to say that, in many cases,

purchasing elsewhere is met with resistance. Director Cox said he would like to see the specific data and examples.

A Senator argued that the IT prices are about 5% to 10% higher as compared to purchasing directly with Lenovo or other vendors. Director Cox repeated that he will like to see the data to compare prices and warranties. They work with a consortium. Researcher should be able to purchase what they want with their purchasing card. One must be careful, though, when comparing prices, because prices may include only the device or other costs. As for delivery time, they hope for 3 to 5 days shipping, but sometimes higher prices are charged for quicker delivery.

In response to a question about support, Director Cox responded that they cannot provide financial support to researchers. The best form of support they can provide is by giving the researchers information so they can plan accordingly with their budgets. In response to another question, Vice President Ewart replied that, when a unit is no longer serviced by IT, it is not necessary removed. There does come a time, though, when it may no longer be possible to support a particular system. At ITS they make choices to ensure long lifetimes of the devices. But it must be kept in mind that, as the device gets older, it becomes more costly to maintain it. Using old equipment causes loss of productivity.

The discussion moved to whether Lenovo is the best choice. A senator pointed out again that research exceptions should be considered. A clarification was asked about "exceptions". It was clarified that exceptions refer to requesting items other than the IT standards. A Senator reiterated that his college felt left out of the process. Vice President Ewart emphasized that they are in a pilot phase. They are in the process of changing standards to accommodate the needs of 80% of the users. They cannot focus on a single research device. A Senator followed up on the approval time for software, which, in his experience, can be as long as 8-12 weeks. Director Cox said there had been challenges with Adobe, but he hadn't heard anything in the range of 8-12 weeks. Many vendors are changing their pricing and delivery models. In regard to the issue of the Adobe delivery, Vice President Ewart asked to be forwarded the relevant paperwork. The discussion moved back to warranties. Director Cox responded that is different from vendor to vendor. For laptops it is typically 4 years. If the device breaks down, one must go to the local support person, who will dispatch a Lenovo specialist. The Lenovo person will come and repair the equipment in a proper facility. Laptops have 4-year damage protection. Ultimately, a device can be cheaper but come with less warranty. In response to the question as to why Lenovo is the standard, Director Cox responded that UI has been working with Lenovo for a long time. They had excellent support from them and don't see a reason to change. Furthermore, Lenovo designs and manufactures all of their products. They test components and software before putting them into devices.

Chair Grieb had a follow up question about the IT Committee. Per FSH, the Committee should provide input and guidance, but this does not seem to be happening. Vice-Chair Kirchmeier confirmed that statement from her experience as a former member of the IT Committee. She suggested that items should be brought to the Committee at an early stage so they can be discussed at the committee level before decisions are made, unlike what she has seen in the past.

A Senator asked about personally purchased computers for UI work. Vice President Ewart said that it is not recommended, for security reasons and because, if not backed up, UI data and records may be lost. He cited APM in that regard.

The discussion continued on the exception process. Vice President Ewart ensured the Senators that information will be distributed broadly as they leave the pilot mode. The discussion ended with a comment that this will be a perfect item for the IT Committee to be involved in. Chair Grieb suggested to continue the discussion in the Spring. Items to be revisited include: the tracking of specific requests, sharing the tracking data with the IT Committee, and checking approval time for software. Chair Grieb said that he will reach out to the IT Committee Chair to invite her and Brian Cox to attend a Senate meeting in the Spring.

- VII. **Other Announcements and Communications:** There were none.

- VIII. **Special Orders:** There were none.

- IX. **New Business:** There was none.

- X. **Adjournment:** A motion to adjourn (Jeffery/Schwarzlaender) passed unanimously. The meeting was adjourned at 4:46 PM.

Respectfully Submitted,

Francesca Sammarruca
Secretary of the University Faculty & Secretary to Faculty Senate

University of Idaho

2019 – 2020 Faculty Senate – **Pending Approval**

Meeting # 9

Tuesday, October 15, 2019 at 3:30 pm

Paul Joyce Faculty- Staff Lounge & Zoom

Present: Bacon, Bridges, Caplan, Chapman, Chopin, Cosens, Dezzani, Fairley, Grieb (Chair), Hill, Jeffery, Keim, Kirchmeier (Vice- Chair), Lawrence (Proxy for Wiencek, w/o vote), Lee-Painter Lockhart, Paul, Sammaruca (w/o vote), Schab, Schwarzlaender, A. Smith, R. Smith, Tibbals,

Present via Zoom: Kern, McKellar, Tenuto, Sears.

Absent: DeAngelis, Luckhart, Raja, Wiencek.

Guests: 4.

Guest Speakers: Torrey Lawrence, Vice Provost for Faculty

F. Marty Ytreberg, Member of the Faculty Affairs Committee (FAC)

- I. **Call to Order:** Chair Grieb called the meeting to order at 3:33 PM.

- II. **Approval of Minutes (vote):** A motion to approve the minutes of the 2019-2020 Faculty Senate Meeting # 8 (October 8, 2019) (Lee-Painter/Dezzani) passed unanimously.

- III. **Consent Agenda:** There was no Consent Agenda

- IV. **Chair's Report**
 - We had a recent loss in the Vandal Family: Adam Seo (Senior chemistry major and active in the Air Force ROTC program), passed away on Oct. 4th, 2019. Chair Grieb called for a moment of silence to honor Adam Seo.
 - For the purpose of providing better acoustics to our Zoom participants and better audio in the room, from next week we will go back to the “U-shaped” seating arrangement, with chairs on the inside and the outside of the tables. The microphone will be in a better (more central) location.
 - Comments to Bookstore Vendor Committee are due tomorrow. Bookstore Committee will meet next week. Chair Grieb thanked A. Smith for volunteering to be the Senate representative on the committee. The committee will meet on October 23rd and 24th at the Wallace Center.
 - Update on the GESC process. Chair Grieb thanked Cher Hendricks for her visit last week. He clarified that the report of the GESC will go to the Provost first for budget reasons, and also per State Board policy. The GESC will then report to the UCGE and follow the regular channels to the University Faculty Meeting (UFM).

V. **Provost's Report** (Presented by VP Torrey Lawrence)

- Homecoming events this weekend!
- Benefits Open Forum – Tuesday, Oct 22, 1:00 pm @ ISUB Summit Rooms (Zoom available)
- NWCCU president will meet with campus on Thursday, Oct 24, 11:00 am @ ISUB Horizon Room (Zoom available)
- University Leadership Weekend: Thursday, Oct 31 – Saturday, Nov 2
- Sabbatical applications are due Oct 31; however, pay attention to college deadlines that are likely before Oct 31.

VI. **Committee Reports:** Faculty Affairs Committee reported on the review of Tenure (FSH 3520) and Promotion (FSH 3560) policies (Torrey Lawrence, VP for Faculty & Marty Ytreberg, FAC)

- VP Lawrence highlighted the goals of the new policy and the target timeline for presenting it at the December UFM. The overarching goal is to develop a policy which unifies FSH provisions for promotion and tenure at the unit, college, and university levels, thus removing existing internal contradictions and inconsistencies. The document is not a Redline because there have been multiple changes since the beginning of the project. The plan is to circulate broadly the current version of the document. There is a website through which one can submit questions and comments (the link is on the cover memo accompanying the revised policy).
- Discussion: To the recurrent question as to whether all changes to the original policy are reflected in the present version, it was replied that this is a very advanced version. In response to a question, it was suggested that broad distribution among faculty may be more useful than among staff, although staff members who assist with P&T packages would benefit from having it. Senators were encouraged to share it as broadly as they see fit.

Marty Ytreberg, representative of Faculty Affairs Committee, remarked that in the past much of the P&T committee membership was left to unit and college bylaws, but with the new policy those processes will be “unified”. Some senators thought that more clarity is needed, in particular for newly hired faculty members who may choose to go through the P&T process according to existing bylaws. In response to these concerns, VP Lawrence said that this point was discussed with General Counsel. The current process is so confusing and contradictory that new faculty members are not likely to favor it. If approved by Senate and at the December UFM, it will be implemented on April 1st, 2020. The new process will be used but the “old” timelines will be honored if a faculty member chooses to go by those. Early implementation is the “cleanest” thing to do. It will remove many inconsistencies which have created problems, legally or otherwise.

The discussion moved to the relation between the new policy and the current definitions of ranks. It was replied that the P&T policy stands on its own without any reference to changes in ranks.

With regard to Third Year Review, a senator asked whether the new policy still allows for termination after an unsuccessful Third Year Review. VP Lawrence replied that the Third Year Review process has now a more formative nature. However, a report from Third Year Review could still trigger non-renewal proceedings.

The question was raised whether the new policy would render college and unit bylaws obsolete. VP Lawrence answered that college and unit bylaws are still needed, for instance for P&T committee compositions. Also, the criteria are still a prerogative of each unit and college. A Senator emphasized that it is important to stress this aspect, namely that procedures, not criteria, have been changed in the new policy. As for the need of units and colleges to revisit their bylaws in view of the new policy, it was recalled that those are supposed to be revised every 5 years anyways.

A senator expressed skepticism about a unified “FSH 3500” policy being able to function at all levels. Another senator inquired about a version that had come before the Senate in April 2019. It was noted by VP Lawrence that it was an earlier version which had undergone many changes ever since.

Senators raised questions about the timeline for promotion. It was noted that this question had generated a lot of discussion and feedback since last year from Senate, deans, associate deans, unit administrators, and the Faculty Affairs Committee. As a result of the extensive feedback, many revisions were implemented.

The issue of ranks was brought up again. VP Lawrence reiterated that rank revision is being worked on by a different group that he is part of. Some terminology may have to be changed eventually, but the P&T revisions being presented will stand. There are no conflicts. There was some discussion about whether clinical faculty should be explicitly mentioned in FSH 3500 A-4 a; on the other hand, it was noted, they are implicitly included by the language of that section. Senior instructor and research professor positions can be either tenure- (we do have some) or non-tenure track, as stated in FSH 3500 A-3 d (p.2 of the provided pdf document). FSH 3500 A-3 d defines tenurable ranks, not all ranks (that is done in FSH 1565). There is no contradiction with FSH 1565.

The role of service as a unit administrator in promotion consideration was discussed. VP Lawrence noted that, even though a larger percentage of administration may be present in a faculty member’s Position Description (PD), the same promotion criteria as reflected in the college or unit bylaws must be satisfied.

A suggestion was presented to replace “academic” with “academic, scholarly, and creative” on p.2 of FSH 3500 A-3 a. Clarifications were asked about the information that goes out to external reviewers. It was replied that the information is about scholarly accomplishments, not service or teaching. Requiring peer review of teaching was seen positively. Additional clarifications were asked about whether the external reviewers would also receive the candidate’s PD. Indeed, that will be included to provide better context. On the other hand, annual professional evaluations are not included, to avoid any possibility of influencing opinions. A senator expressed some concern about the selection of peer reviewers, especially the number that must be taken from a list provided by the candidate. VP Lawrence explained that stating such number as “at least one” makes it easier to complete the selection process, because some invited reviewers decline the request. Some senators argued that the candidate should be able to “strike” reviewers from the list, due to the possibility of conflicts of interest. It was then noted that conflicts of interest can be managed early in the process, since candidates are asked to disclose them.

The discussion shifted to the criteria for early promotion or early tenure. It was explained that the need to secure the Provost's approval in the latter case is motivated by the much more serious consequences of going up for early tenure and being unsuccessful. Senators observed that the need to be nominated by a full professor in the unit before early promotion consideration can begin is no longer present. In response, it was noted that the former policy was unclear. With the present revisions, the Dean's approval is still needed. Also, even if nominated, it wouldn't be wise to go up early without the Dean's support.

It was suggested to clarify that Clinical Associate Professors can advance in rank.

Concern was raised about the selection of the unit-level P&T committee, which, in a senator's opinion, gives too much power to the unit administrator.

A Senator expressed some concern with the timescale for promotion to Full Professor as compared to the typical timescale in her college. The senator added that the proposed timelines are inconsistent with typical ones across other law schools, which may make it difficult to recruit new faculty. On the other hand—it was replied—it's best to have a uniform process with an appropriate timeline. There is still a lot of flexibility in the proposed policy.

Finally, the question whether an open forum would be welcome was raised, and an "unofficial vote" was taken. A large majority of senators did not support the idea, but off-site senators said it was difficult for them to feel well informed. The discussion ended with the plan to reach out to the centers with a communication strategy involving a face-to-face component.

- VII. **Other Announcements and Communications:** There were none.

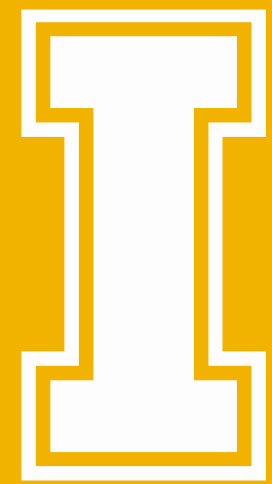
- VIII. **Special Orders:** There were none.

- IX. **New Business:** There was none.

- X. **Adjournment:** A motion to adjourn (Tibbals/Dezzani) passed unanimously. The meeting was adjourned at 5:06 PM.

Respectfully Submitted,

Francesca Sammarruca
Secretary of the University Faculty & Secretary to Faculty Senate



University
of Idaho

FACULTY SENATE ITS UPDATE

**DAN EWART AND BRIAN COX
OCTOBER 22, 2019**

IT BEST USE INITIATIVE



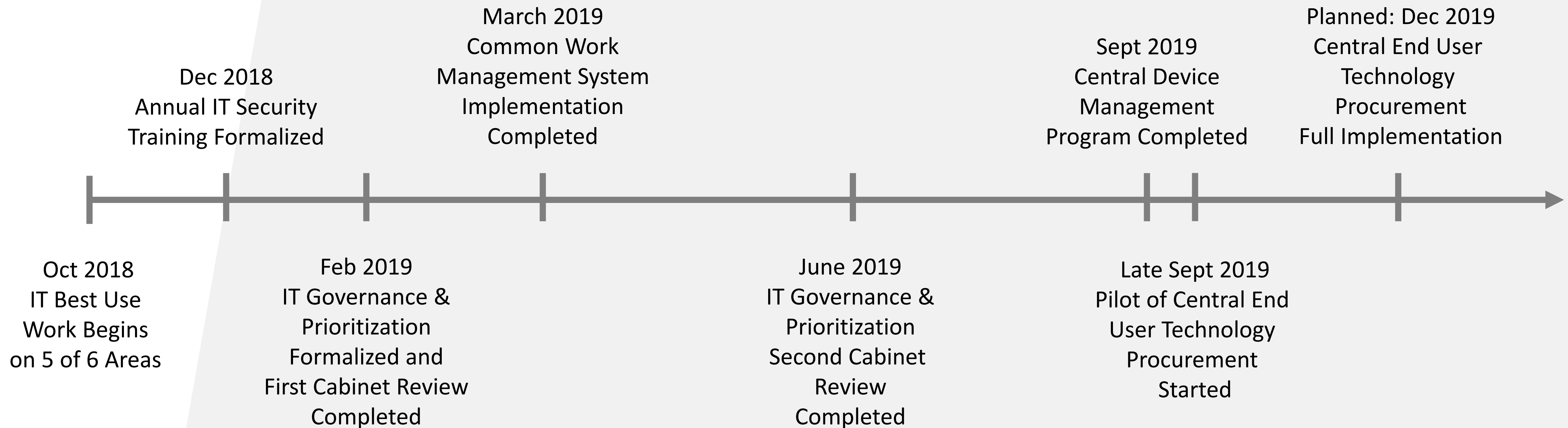
STARTED OCTOBER 2018, SIX SEPARATE BUT RELATED EFFORTS

Leap Ahead	IT Governance & Prioritization
Move Forward	Annual IT Security Training for All Employees Common Work Management System for IT Employees
Catch Up	Central End User Technology Procurement and License Management
Remain Functional	Central Device Management IT Personnel and Risk Study

IT BEST USE STATUS



SIGNIFICANT PROGRESS IN 5 OF 6 AREAS



As of October 2019, the IT Personnel and Risk Study has not begun due to other priorities at U of I

DISCUSSION



- I Central End User Technology Procurement Questions and Feedback
- I Information Technology Committee
- I Other Questions or Feedback

Fall Final Examination Schedule December 14-18, 2020

Regular classrooms will be used for the exam unless the instructors make special arrangements through the Registrar's Office. In order to avoid conflicts, rooms must be reserved in the Registrar's Office for "common final" exams. Instructors will announce to their classes rooms to be used for all sectioned classes having common final exams. **Instructors may deviate from the approved schedule only upon recommendation of the college dean and prior approval of the Provost.**

First Regular Class Meeting Day of the Week	Class Start Time	Final Exam Day	Final Exam Time	
			From	To
Monday	7:30 AM	Friday	8:00 AM	10:00 AM
Monday	8:30 AM	Monday	8:00 AM	10:00 AM
Monday	9:30 AM	Tuesday	8:00 AM	10:00 AM
Monday	10:30 AM	Wednesday	10:15 AM	12:15 PM
Monday	11:30 AM	Thursday	10:15 AM	12:15 PM
Monday	12:30 PM	Friday	12:45 PM	2:45 PM
Monday	1:30 PM	Monday	12:45 PM	2:45 PM
Monday	2:30 PM	Wednesday	3:00 PM	5:00 PM
Monday	3:30 PM	Monday	3:00 PM	5:00 PM
Monday	4:30 PM	Thursday	3:00 PM	5:00 PM
Tuesday	8:00 AM	Thursday	8:00 AM	10:00 AM
Tuesday	9:30 AM	Wednesday	8:00 AM	10:00 AM
Tuesday	11:00 AM	Friday	10:15 AM	12:15 PM
Tuesday	12:30 PM	Tuesday	10:15 AM	12:15 PM
Tuesday	2:00 PM	Thursday	12:45 PM	2:45 PM
Tuesday	3:30 PM	Friday	3:00 PM	5:00 PM
Wednesday	7:30 AM	Tuesday	8:00 AM	10:00 AM
Wednesday	8:30 AM	Wednesday	8:00 AM	10:00 AM
Wednesday	9:30 AM	Thursday	8:00 AM	10:00 AM
Wednesday	10:30 AM	Monday	10:15 AM	12:15 PM
Wednesday	11:30 AM	Tuesday	10:15 AM	12:15 PM
Wednesday	12:30 PM	Wednesday	12:45 PM	2:45 PM
Wednesday	1:30 PM	Thursday	12:45 PM	2:45 PM
Wednesday	2:30 PM	Friday	12:45 PM	2:45 PM
Wednesday	3:30 PM	Tuesday	3:00 PM	5:00 PM
Wednesday	4:30 PM	Tuesday	3:00 PM	5:00 PM
Thursday	8:00 AM	Friday	8:00 AM	10:00 AM
Thursday	9:30 AM	Monday	8:00 AM	10:00 AM
Thursday	11:00 AM	Monday	10:15 AM	12:15 PM
Thursday	12:30 PM	Wednesday	12:45 PM	2:45 PM
Thursday	2:00 PM	Wednesday	12:45 PM	2:45 PM
Thursday	3:30 PM	Thursday	3:00 PM	5:00 PM
Friday	7:30 AM	Wednesday	8:00 AM	10:00 AM
Friday	8:30 AM	Thursday	8:00 AM	10:00 AM
Friday	9:30 AM	Friday	8:00 AM	10:00 AM
Friday	10:30 AM	Thursday	10:15 AM	12:15 PM
Friday	11:30 AM	Tuesday	10:15 AM	12:15 PM
Friday	12:30 PM	Monday	12:45 PM	2:45 PM
Friday	1:30 PM	Tuesday	12:45 PM	2:45 PM
Friday	2:30 PM	Friday	3:00 PM	5:00 PM
Friday	3:30 PM	Monday	3:00 PM	5:00 PM
Friday	4:30 PM	Wednesday	3:00 PM	5:00 PM

- **Common final exam** periods are from 7:00 to 9:00 p.m. on Monday, Tuesday, Wednesday, and Thursday.
- Students with more than two finals in one day may have the excess final(s) rescheduled. The **conflict exam** periods are from 5:00 to 7:00 p.m. on Thursday and Friday. A student must make arrangements with the department and the instructor of the course to schedule the final exam in one of the conflict exam periods.
- Evening classes, those starting at 5:00 p.m. or later, will have the final examinations during the final exam week at the regular class time.
- For online classes that have in person finals, the final examination will be on the Saturday following the final examination week in the Fall semester. In the Spring semester these in person finals will be held on the Saturday prior to the final examination week.
- Non-Standard time patterns will use the final exam start time in the day/time pattern of the earlier hour. For example, a Tuesday section with an 8:30 a.m. start time would use the 8:00 a.m. final exam time for Tuesday.
- If a class meeting day and time is not found in the final examination schedule above, the instructor of the class is responsible for contacting the Office of the Registrar to identify the appropriate day and time for the final examination.

Spring Final Examination Schedule May 10-14, 2021

Regular classrooms will be used for the exam unless the instructors make special arrangements through the Registrar's Office. In order to avoid conflicts, rooms must be reserved in the Registrar's Office for "common final" exams. Instructors will announce to their classes rooms to be used for all sectioned classes having common final exams. **Instructors may deviate from the approved schedule only upon recommendation of the college dean and prior approval of the Provost.**

First Regular Class Meeting Day of the Week	Class Start Time	Final Exam Day	Final Exam Time	
			From	To
Monday	7:30 AM	Monday	8:00 AM	10:00 AM
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Monday	9:30 AM	Wednesday	8:00 AM	10:00 AM
Monday	10:30 AM	Thursday	10:15 AM	12:15 PM
Monday	11:30 AM	Friday	10:15 AM	12:15 PM
Monday	12:30 PM	Monday	12:45 PM	2:45 PM
Monday	1:30 PM	Tuesday	12:45 PM	2:45 PM
Monday	2:30 PM	Thursday	3:00 PM	5:00 PM
Monday	3:30 PM	Tuesday	3:00 PM	5:00 PM
Monday	4:30 PM	Friday	3:00 PM	5:00 PM
Tuesday	8:00 AM	Friday	8:00 AM	10:00 AM
Tuesday	9:30 AM	Thursday	8:00 AM	10:00 AM
Tuesday	11:00 AM	Monday	10:15 AM	12:15 PM
Tuesday	12:30 PM	Wednesday	10:15 AM	12:15 PM
Tuesday	2:00 PM	Friday	12:45 PM	2:45 PM
Tuesday	3:30 PM	Monday	3:00 PM	5:00 PM
Wednesday	7:30 AM	Wednesday	8:00 AM	10:00 AM
Wednesday	8:30 AM	Thursday	8:00 AM	10:00 AM
Wednesday	9:30 AM	Friday	8:00 AM	10:00 AM
Wednesday	10:30 AM	Tuesday	10:15 AM	12:15 PM
Wednesday	11:30 AM	Wednesday	10:15 AM	12:15 PM
Wednesday	12:30 PM	Thursday	12:45 PM	2:45 PM
Wednesday	1:30 PM	Friday	12:45 PM	2:45 PM
Wednesday	2:30 PM	Monday	12:45 PM	2:45 PM
Wednesday	3:30 PM	Wednesday	3:00 PM	5:00 PM
Wednesday	4:30 PM	Wednesday	3:00 PM	5:00 PM
Thursday	8:00 AM	Monday	8:00 AM	10:00 AM
Thursday	9:30 AM	Tuesday	8:00 AM	10:00 AM
Thursday	11:00 AM	Tuesday	10:15 AM	12:15 PM
Thursday	12:30 PM	Thursday	12:45 PM	2:45 PM
Thursday	2:00 PM	Thursday	12:45 PM	2:45 PM
Thursday	3:30 PM	Friday	3:00 PM	5:00 PM
Friday	7:30 AM	Thursday	8:00 AM	10:00 AM
Friday	8:30 AM	Friday	8:00 AM	10:00 AM
Friday	9:30 AM	Monday	8:00 AM	10:00 AM
Friday	10:30 AM	Friday	10:15 AM	12:15 PM
Friday	11:30 AM	Wednesday	10:15 AM	12:15 PM
Friday	12:30 PM	Tuesday	12:45 PM	2:45 PM
Friday	1:30 PM	Wednesday	12:45 PM	2:45 PM
Friday	2:30 PM	Monday	3:00 PM	5:00 PM
Friday	3:30 PM	Tuesday	3:00 PM	5:00 PM
Friday	4:30 PM	Thursday	3:00 PM	5:00 PM

- **Common final exam** periods are from 7:00 to 9:00 p.m. on Monday, Tuesday, Wednesday, and Thursday.
- Students with more than two finals in one day may have the excess final(s) rescheduled. The **conflict exam** periods are from 5:00 to 7:00 p.m. on Thursday and Friday. A student must make arrangements with the department and the instructor of the course to schedule the final exam in one of the conflict exam periods.
- Evening classes, those starting at 5:00 p.m. or later, will have the final examinations during the final exam week at the regular class time.
- For online classes that have in person finals, the final examination will be on the Saturday following the final examination week in the Fall semester. In the Spring semester these in person finals will be held on the Saturday prior to the final examination week.
- Non-Standard time patterns will use the final exam start time in the day/time pattern of the earlier hour. For example, a Tuesday section with an 8:30 a.m. start time would use the 8:00 a.m. final exam time for Tuesday.
- If a class meeting day and time is not found in the final examination schedule above, the instructor of the class is responsible for contacting the Office of the Registrar to identify the appropriate day and time for the final examination.