

Minutes of CAEAS Meeting of November 18, 2015

Present: Andrei Jitianu, Elin Waring, Jose Magdaleno, Sheila Blachman, Penny Prince, Arlene Sanchez, Pamela Gomez

Elin Waring brought a proposal from the Sociology department requesting a change in wording of the Lehman catalogue regarding the scheduling of final examinations. At present, there is a designated examination schedule which our Registrar administers, but actually, not all professors give final exams per se. Some give final projects, presentations, unit plans, performances. Therefore, the requirement to give an exam during that specific time period is not reflective. However, that week is still part of the instructional time in the semester. Therefore, the change in the wording of the catalogue would explain that departments may use that time either for exams or instructional periods. It would read, "A final examination is required in each course at the college during the examination period scheduled by the registrar, except in those courses in which the department has ruled that no examination shall be given. Since the final exam week is part of the semester hour requirement as mandated by the State Education Department, the period scheduled for final exams shall be used either for the final examination in the course or as an instructional period."

The vote was 6 in favor and 1 abstention for this proposal. Since two members were absent, we will discuss this matter again at the next meeting before bringing the proposal to the Senate. Next meeting is scheduled for December 7 at 2pm-3pm in 313Music.

Submitted by Penny Prince