



May 23, 2018

To: Dylan Rodriguez, Chair
Riverside Division

From: Ward Beyermann, Chair, Executive Committee
College of Natural and Agricultural Science

Re: Campus Review: Course Scheduling Policy Workgroup Report

The CNAS Executive Committee discussed the Course Scheduling Policy Workgroup report at its May 22, 2018 meeting. Overall, the committee was impressed with the attention given to this issue, and we endorse the recommendations in the report. The only concern brought up during the discussion pertains to scheduling final exams for courses that are not assigned a regular classroom, such as online courses. In some cases, these courses may still have an in-person final exam, but even for those that opt for an online proctored exam, these courses still need a reserved time slot that does not conflict with other exams. The scheduling policy should include a mechanism for dealing with this possibility.

Yours sincerely,

A handwritten signature in black ink that reads "Ward Beyermann".

Ward Beyermann, Chair
CNAS Executive Committee