

MEMORANDUM

TO: Amy Nielsen, Executive Secretary
Faculty Senate

FROM: Becky Bitter, Registrar's Office

FOR: Academic Affairs Committee

DATE: 16 October 2019

SUBJECT: Discussion of Assignment Due Dates and End of Term Dates

Responding to a request from the Faculty Senate, AAC members discussed whether assignment due dates could be after the last official meeting date of a class (finals for fall and spring or last day of instruction for summer). The committee prompt was a case that was brought to the senate by the University Ombudsman.

Members understood that the current academic regulations do not have an explicit policy to restrict an instructor from setting a due date for an assignment that is after the final day of a term.

The question of whether a policy should be established to restrict assignment due dates was considered. AAC concluded the following:

- Provided that the course syllabus clearly outlines the assignment due date, and provided that students are fully able to complete the assignment prior to the end of the term, then there is no reason to require that the deadline fall within the term boundaries.
- In general, AAC agreed that creating such a policy seemed overly prescriptive since students could benefit from having more time to complete assignments (again, as long as they could complete the assignment earlier).
- The committee considered whether it would be helpful to restrict assignment due dates to some number of days after the end of the term but agreed that it would be difficult to codify what assignment due date boundaries were appropriate given the many variables for classes and session calendars.
- AAC's representative from ASWSU (Grant Esomonu) said that as long the syllabus gave the deadlines, and as long as students could start any assignment and have a reasonable amount of time to finish by the end of the term, then having a subsequent due date was fine.

AAC would certainly revisit this topic if it seems that a university-wide policy is required, but at this time it does not seem necessary.