December 8, 2015

André Knoesen, Chair
Davis Division of the Academic Senate

Re: CERJ Advice: Interpretation of Davis Division Regulation 538(B) (Take-Home Exams and Proctoring)

Dear Chair Knoesen,

You have requested that we examine Davis Division Regulation 538(B) to decide whether final exams in hybrid courses may be take-home, whether midterms may be take-home, and whether on-line proctoring “counts” as proctoring that satisfies the requirement of Regulation 538(B) that all online course exams be proctored.

As a policy matter, our committee members believe that all examinations should be proctored, whether online or hybrid, midterm or final. However, we find the regulation indeterminate. We would prefer to proceed by amending the regulation to make it clearer, if possible, rather than attempting an interpretation of an unclear provision.

We would suggest that COCI decide on the policy it finds most wise, and that COCI and CERJ then work together on a regulation amendment to conform to the policy. We have reviewed the systemwide regulations and have found nothing addressing take-home exams or exams for online or hybrid courses, so it appears the Davis Division has latitude to proceed as it finds appropriate.

Sincerely,

John Hunt, Chair
Committee on Elections, Rules and Jurisdiction

Cc; Gina Anderson, Executive Director, Davis Division of the Academic Senate