

UNIVERSITY OF REGINA  
**Executive of Council**

Additional Agenda Item

**Subject:** Council Committee on Undergraduate Admissions and Studies

**Item(s) for Decision:**

**1. FACULTY OF KINESIOLOGY AND HEALTH STUDIES**

1.1 Faculty of Kinesiology and Health Studies Distance-Delivered Final Exams –  
Undergraduate Calendar Update

**MOTION:** That the Distance-Delivered Final Exam procedures in the Faculty of Kinesiology and Health Studies section of the Undergraduate Calendar be approved, effective 202420.

**Distance-delivered Final Exams**

Scheduled **Final** exams for distance-delivered learning courses (asynchronous online, televised, video- conferenced, remote section of hybrid courses) in the Faculty of Kinesiology and Health Studies will be invigilated **in person** by a University-authorized invigilator except for those courses with take-home final exams.

Saskatchewan based students not able to write the exam at the main campus must make arrangements to write the exam at a designated, pre-authorized site within Saskatchewan. The exam can be written at any authorized exam centre that meets the student's schedule and needs. Students will be responsible for any fees the exam centre may charge. A list of authorized invigilation centres will be provided. Students registered for any in-person course in the same term as a distance-delivered course will be required to write the final exam for the distance-delivered course at the University of Regina main campus.

Students who must write at any other location in Saskatchewan, or to write at a location outside of the province, must receive approval from the Dean's office, for the proposed site and/or invigilator.

Students writing outside of the main U of R campus are responsible for making their invigilation arrangements prior to the add/drop deadline of the semester/part of term in which the course takes place. Exams will be written online using UR Courses and an invigilator will be present with the student for the duration of the exam. Students with accommodation needs will make arrangements with their Instructors through the Centre for Student Accessibility (as is currently the case), and will need to ensure these requirements (for e.g. extra time) are communicated to the invigilator at the test centre.

Students must provide photo identification to the invigilator prior to writing.

**Rationale:**

In the last 10-15 years, the Faculty of KHS has developed a large number of online courses (approx. 75% of our degree programs) that are scheduled frequently in any given academic year (for e.g., some courses are offered every semester with two out of 3 offerings being online). Many of these courses have large numbers of students (e.g., 150-200) with a high percentage of academic misconduct cases. The labour intensive nature of invigilating online exams (i.e., after the fact review of ProctorTrack

videos) creates an environment that violates academic integrity as a result of non-reporting (i.e., non-invigilated exams due to lack of review). To address this issue, the Faculty recently implemented Level 4 Proctortrack (live) invigilation for all online courses with a corresponding increase in academic misconduct cases (approx. a 100% increase). The administrative consequences (e.g., backlog of cases, student registration issues, sessional instructor issues) and financial and labour-related costs of using this method to maintain academic integrity is not sustainable, so the faculty is proposing a policy to return to in-person final exams for online/remote courses.

(end of Motion)

---