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Recommended Citation

Faculty Senate, "UNH FACULTY SENATE MOTION # XXVII-M10 Endorsement of the recommendations of the Academic Program Committee (APC) on a limited set of Academic Catalog Policies for the GSC-UNH merger" (2023). *Faculty Senate Motions*. 2.

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Pending the approval of the May 8, 2023 minutes

UNH FACULTY SENATE
MOTION # XXVII-M10

**Endorsement of the recommendations of the Academic Program Committee (APC)
on a limited set of Academic Catalog Policies for the GSC-UNH merger**

1. Motion presenter: Chair Amy Ramage on behalf of the Academic Program Committee

2. Dates of Faculty Senate discussion: 4/24/2023 and 5/8/2023

3. Rationale:

In response to the announcement by President Dean in July 2021 about the GSC-UNH merger, several merger-focused committees have worked to compare academic catalog policies at the two institutions, to identify potential areas of concern, and to generate recommendations to address them in preparation for the official merger on July 1, 2023. The Academic Program Committee was asked only to review recommendations from the Academic Strategy Group for the following policy comparisons: Pass/Fail, Withdrawal Grades, Academic Petitions and Exceptions, Course Requests/Independent Learning Agreements, Second Majors and Dual Majors, Minors/Second Minors, Concentrations/Options, Bachelor/Associate practice at GSC, Returning for a Second Degree, Dean's List and Honors, Academic Standing, and Academic Honesty.

For most, UNH and GSC are using different descriptive language in their policies. The recommendation is to have GSC adopt the UNH language (e.g., use of either 'option' or 'concentration'). In a few other policies, there is a need to clarify differing processes that will exist for the separate divisions of the College of Professional Studies (CPS) and to codify the catalog to make it very clear to students that policies and processes differ.

4. Motion: Endorse the recommendations made by the Academic Program Committee for the integration of UNH and Granite State College (GSC) academic catalog policies on Pass/Fail, Withdrawal Grades, Academic Petitions and Exceptions, Course Requests/Independent Learning Agreements, Second Majors and Dual Majors, Minors/Second Minors, Concentrations/Options, Bachelor/Associate practice at GSC, Returning for a Second Degree, Dean's List and Honors, Academic Standing, and Academic Honesty (described in the Appendix).

5. Senate action: The motion passed with a vote of 50 in favor, 0 opposed and 0 abstentions.

6. Senate chair's signature:

Forwarded to the following on May 15, 2023:

President James Dean
Wayne Jones, Provost
Kate Ziemer, Senior Vice Provost for Academic Affairs

All deans and associate deans
 All department chairs
 Nadine Petty, Chief Diversity Officer
 Barbara White, Interim Faculty Director, Discovery Program

Appendix. Policies, brief summaries, and APC recommendations.

Policy	Brief Summary of Policy Differences	APC Recommendation
Pass/Fail	<p>GSC: A maximum of 4 elective credits may be earned through Pass/Fail per term, not to exceed 8 elective credits within a degree program. Instructors are not notified if students have chosen the Pass/Fail option.</p> <p>UNH: While earning a bachelor's degree, students may choose the pass/fail grading alternative for a maximum of 4 credits per semester up to a total of 16 credits; cannot be used for Discovery, Writing Intensive, or foreign language requirements, required major or second major, option or minor requirements, ENGL 401, or repeat courses.</p>	<p>The APC recommends UNH policy with an alteration limiting to 8 credits of P/F, from 16, and the possibility of petition for extenuating circumstances.</p>
Withdrawal Grades	<p>GSC: W on transcript indicating non-completion of course; refer to Academic Calendar for last day to withdraw per regularly scheduled course; UNH: A (4.0) Excellent; A- (3.67) Intermediate grade....; W—Withdrawal, assigned if withdrawal is later than fifth Friday of classes (but not after midsemester); is not included in grade-point average; WP—Withdrawal, assigned if withdrawal is after mid-semester and if student is passing; is not included in grade-point average; WF—Withdrawal, assigned if withdrawal is after mid-semester and if student is failing; is included in grade-point average</p>	<p>Chair updated the APC on meetings the senate Vice Chair (Vidya Sundar) and Vice Provost for Academic Affairs (Kate Ziemer) and they agreed with the recommendation to move the GSC policy of W only (no WP/WF). However, we would like to add that there needs to be clear codification of the information in the catalog to clearly indicate the stipulations around being able to withdraw from a course (dates, etc.) and clearly indicate the potential for financial implications (as is stated in the GSC catalog). APC supports use of GSC policy, of just W for all cases, with</p>

		<p>attention to clarification of deadlines and stipulations for withdrawal.</p>
<p>Academic Petitions and Exceptions</p>	<p>GSC: multi-step process that begins at the Academic Advisor and ends with the Provost; UNH simply has link to form for petitions and requests for variance.</p>	<p>APC agrees that, with the College of Professional Studies (CPS), there should be differing processes for GSC and UNH-M as separate academic divisions. A concern here is the possibility for GSC to be a source of additional discovery courses for UNH-M students, which may become a point of confusion when the policies differ. Thus, the need for codification in the catalog to make it very clear to students that the processes are different. While we acknowledge that the process for petitioning will be different among different colleges (CPS, UNH-M, CHHS etc.), we suggest that there be uniformity in the form used for petitioning (Variance in Academic Policy form for undergraduates). APC supports use of UNH's single form, with unique CPS (GSC and UNH-M) division policy with attention to clarification and codification of differing policies in the academic catalog.</p>

<p>Course Requests/Independent Learning Agreements</p>	<p>1. At GSC, students have the option to: (a) request that a section of a course be offered if it is not being offered in a term – course must be listed in the UG catalog; and (b) request an independent learning agreement (ILA) for which students must propose learning goals. The request must be made and completed within the published term dates; be appropriate to the program of study, be approved by Academic Affairs. It is particularly recommended for students in the “Individualized Studies” major.</p> <p>2. UNHm has an independent study option for students needing to fulfill an academic need that is not part of the existing UNH/UNHM curricula. Proposal is drafted with the student and faculty instructor laying out the proposed topic, learning objectives (by student) and the planned assessment for content and credit (by instructor). Can take up to 8 credits.</p> <p>Differences:</p> <ul style="list-style-type: none"> • GSC allows that the faculty for the course must be approved to teach at the college (per AAC review) and be hired by an administrator. At UNHm, the instructor must be existing faculty. • UNHm independent study is similar to that at UNH, and neither is similar to the course request (for a section) or ILA. <p>Potential Personnel Burden: Two stages in the process for which a GSC AAC is needed – to approve request and to approve process for hiring faculty for an ILA. The AAC is also required to approve proposal for the individualized studies major</p>	<p>The sentiment of the APC is that it is not an issue of harming GSC students, but rather of harming UNH students – e.g., what is the value of the UNH degree if we can hire someone to teach any course that a student wants? It also harms faculty with limitations to workload and ability to offer extra independent studies. Our suggestion is a “bright line” approach making it very clear that course requests/independent learning agreements are NOT available to UNH students (Manchester or Durham campuses) and should be noted as available “in rare circumstances, if the course is not offered in the next 2 years, then...” – clearly indicating a need to exhaust internal UNH offerings before allowing. This would make ILA a last resort. Other concerns are about the rigor of ILA and questions about who will be approving these requests given the switch to the “professional advisor” in the CPS.</p> <p>** Follow up with Todd Slover at GSC. The APC has asked about criteria that must be met in order to make a course request/ILA. Todd Slover clarified on 11/14/22 that: 1. course requests are for existing courses that had been scheduled and assigned a faculty but cancelled due to low enrollment. If a student needs the course to stay on progress toward graduation, a course request will be granted and that faculty will</p>
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		<p>usually be assigned to it. It is identical to the scheduled course.</p> <p>2. what GSC call independent learning agreements are akin to traditional independent studies. GSC sees very few of them per year, but we're going to try an approach similar to UNH. We're going to create a separate Independent Study course for students wishing to pursue that path. Students will enroll in that course and there will be no more independent learning agreements. Date of implementation tba. The committee continues to have concern about an abundance of independent learning agreements (~independent studies), but Todd clarified that there do not tend to be many of them.</p> <p>APC supports use of ILAs for CPS(GSC) during a transition to the Independent Studies format of UNH. APC further supports ILAs as a last resort, when a typical UNH style Independent Study is not available.</p>
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<p>Second Majors and Dual Majors</p>	<p>Policy: Second Majors and Dual Majors</p> <p>1. GSC: associates can overlap 1 gen ed and 1 course across majors; bachelors can overlap 2 gen ed and up to 2 courses across majors; must choose 1 integrative capstone.</p> <p>2. UNH: requires 2 dissimilar majors with approval of 2nd major department and dean of college; student must choose BA/BS if major differ in degree; no more than 8 credits may ‘overlap’</p> <p>Differences:</p> <ul style="list-style-type: none"> • GSC has associates option; differentiates GenEd and other courses for overlap, but same number of credits allowed (2 courses = 8 credits?); integrative capstone with consult of Advisor and AAC • Kevin: Recommendation seems to overlook reference to two or four courses in GSC docs, whereas UNH references 8 credits (presumably two 4 credit courses, thus two courses, but not necessarily equivalent). Hence an item in need of clarification. • GSC has no mention of differing degrees for each major, no requirement that the 2 major be dissimilar • UNH has no mention of integrative capstone; rather student must fulfill all requirements for both majors <p>Personnel Burden: academic advisor needed to approve program and must consult with AAC to determine integrative capstone</p> <p>UNH model is simpler and streamlined; burden on advisor and knowing the program/department specifications.</p>	<p>The complexity of the GSC process is cumbersome and does not include the differences that UNH has between the double vs. dual major. There is some concern about advisors being able to keep up with the differences regarding “overlapping” courses – thus again need for incredible clarity in the catalog language and for each department/college. Agree with the ASG recommendation to have GSC adopt UNH language and to consult with UCAPC about the standards.</p> <p>APC supports use of UNH policy. APC further supports efforts to allow Second and Dual Majors to clarify permissible overlaps by college/program/department catalog specifications.</p>
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<p>Minors/Second Minors</p>	<p>1. GSC: 5 courses with 2 upper division to fulfill minor; must achieve C or better; programs can decide whether to limit #s of major/minor overlaps (1 course); tracked in DegreeWorks</p> <p>2. UNH: minor is 20 credits with C- or better; no pass/fail courses count to minor; can overlap 8 credits major/minor; not tracked in DegreeWorks</p> <p>3. Kevin: Like previous item, difference in focuses on courses versus credits between policies. Probably addressing one (GSC) versus two (UNH) should be in the cards. Seems arbitrary that a major can help a minor but a minor cannot help a minor. Should overlaps be just a department or college decision in how they define a minor (versus university)? Should there be zero overlaps?</p> <p>Differences:</p> <ul style="list-style-type: none"> • DegreeWorks • UNH allows more overlap of major/minor 	<p>The APC is in strong agreement with the ASG that UNH work on having minors in DegreeWorks – thus aligning with GSC.</p>
<p>Concentrations/Options</p>	<p>UNH: Options Some degree programs offer a selection of options (e.g., Arts: Art History or Arts: Studio Art through the Department of Art and Art History). These options allow students to specialize within a discipline. The choice of option is recorded on the student's transcript.</p> <p>GSC: seems they use “concentrations” - Concentrations allow students to pursue a career or personal goal, or to prepare to continue in a baccalaureate program.</p>	<p>APC agrees that there needs to be consistent language – either the use of ‘option’ or ‘concentration’ – across divisions. There is also a need to clarify which options/concentrations have minimum grade requirements.</p>
<p>Bachelor students getting Associate “along the way” practice at GSC</p>	<p>GSC has an “associates along the way” allowing some students be “rewarded” with a degree while working toward the Bachelor’s degree</p> <p>GSC has 5 Assoc Degree programs: in Behavioral Science, Business, CSD,</p>	<p>APC had several questions about this policy including the theoretical basis – is this a vocational or academic practice? Is there a requirement that the “associates” degree is further</p>

	<p>general studies, and early childhood education</p> <p>UNH Program Search returns 6 associate degree programs (Applied Animal Science, Biological Sciences, Business Administration (Manchester), Forest Technology, General Studies, and Veterinary Technology).</p>	<p>application toward the Bachelor's degree? The overall concern is in sending a message that getting an Associate's degree is a good way to go, which may lead to students more seriously considering a community college rather than UNH.</p> <p>APC recommendations that allowance for this policy should be under the purview of the matriculating program.</p>
<p>Returning for a Second Degree</p>	<p>GSC: re-apply for second degree and must meet all requirements</p> <p>UNH: apply as a transfer student and can use some of the previous coursework toward the 2nd major</p>	<p>The APC encourages clarity in the requirements for the major and that doing a second degree may delay progress. Shifting from a BS to a BA requires a review of transcript which may also need to be clarified.</p> <p>The APC supports merging policies under unique "returning" rather than "transfer" workflow and providing clarity about the process.</p>
<p>Dean's List and Honors</p>	<p>GSC: Dean's list 2x/year compiled based on 2 consecutive terms, must be in a degree program with minimum 12 credits, no <C or IC in terms considered, 3.75 for those 2 consecutive terms; Bach (30+ credits) and Assoc (16+ credits, not CR or P) degree eligible for Honors if GPA > 3.25</p> <p>UNH: Dean's list for students with full time course load (12+ hours) with >3.50 GPA; honors based on cumulative GPA with > 64 graded credits completed at UNH</p> <p>Differences:</p> <ul style="list-style-type: none"> • Dean's list: GSC based on 2 consecutive semesters > 3.75; UNH dean's list >3.5; high honors 3.65-3.85; highest honors 3.85-4.0 • Honors: GSC is 3.25; UNH is 3.5 and 	<p>The APC has briefly done some due diligence regarding the stratification of grades for honors at other institutions in the region. Keene State: summa = >3.9; Magna = 3.7-3.89; cum laude = 3.5 - 3.69; UMass campuses all have a different honors threshold (Boston vs. Amherst vs. Lowell). Dropping honors to 3.25 seems like everyone would graduate with honors; thus, we recommend that CPS(GSC) adopt the minimum 3.50 GPA for honors, aligning with the UNH policy.</p>

	<p>stratifications for summa/magna/etc reflected that way</p>	
<p>Academic Standing</p>	<p>GSC: must maintain 2.00 GPA after first 8 graded credits at FSC and maintain that to remain in good standing as well as to graduate; satisfactory academic progress (SAP) also affects eligibility for financial aid which may not align with ‘good academic standing’ – reviewed every 9 added graded credits at GSC; if a student drops below 2.00 they are place on ‘academic notification’ and then if they attain 8 more credits with < 2.00 then they receive academic warning with registration restriction and an academic success plan is developed with Academic Advisor before they can register for another term</p> <p>UNH: 2.00 GPA is minimal acceptable, reviewed periodically (not defined) to take action (determined by the Academic Standards and Advising Committee, ASAC) as appropriate when students demonstrate insufficient or indeterminate progress toward degree; action is: (1) exclusions (temporary) when academic progress is uncertain (low grades, IC and admin failures) student is excluded from attendance until academic standing can be verified (resolution of IC) within mid-semester following the action; (2) suspension when academic progress is insufficient,</p>	<p>The biggest difference that the APC noted between GSC and UNH is that GSC does not address what happens after an academic warning is issued (at least not that we could find). We recommend that the UNH process be adopted which provides support from the academic advisor for exclusions to advance. As above, adoption of the same language is needed.</p> <p>Summary: APC supports use of UNH policy. Minor adaptations to support advisors may be necessary.</p>

	<p>will not be readmitted for 1 year during which they may not acquire credits for transfer and must apply to ASAC for readmission by indicating they can successfully resume college; and (3) dismissal when students have been suspended once but average remains < 2.0, continues to demonstrate insufficient progress; readmission only under extraordinary circumstances; may take courses through Division of Continuing Education after one semester.</p> <p>Differences: GSC does not address what happens after an academic warning.</p>	
<p>Academic Honesty</p>	<p>The faculty senate worked with Mike Blackman last semester and the SRRR has been/or is continuing to be updated, specifically with issues regarding academic honesty. We are not sure if we need to make suggestions for this policy or if the idea is that GSC will adopt that new SRRR policies.</p>	<p>APC recommends that the SRRR be uniform across divisions. Addition of a designee for CPS (GSC) seems necessary for programs that do not have a chair.</p>

