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**AGENDA for FACULTY SENATE XXV
2020-2021**

Faculty Senate Agenda
October 5, 2020

**The XXV Session of the Faculty Senate will meet on
Monday, October 5, from 3:10 to 5:00 pm via Zoom**

Zoom Instructions:

<https://unh.zoom.us/j/99890570723>

Or Telephone:

Dial: +1 312 626 6799 (US Toll)

Meeting ID: 998 9057 0723

Important things to know before the meeting

- The Senate constitution provides that: "Meetings of the Faculty Senate will be open to all faculty. Others may be present only on invitation of the Agenda Committee. Anyone may be recognized to make a presentation at a Faculty Senate meeting, but only senators may propose motions or vote." Visitors should contact Erin.Sharp@unh.edu to request permission to attend.

- Zoom meetings of the Faculty Senate are recorded for the purpose of preparing minutes. These recordings are not available for distribution or publication.

- All meeting attendees are requested to show their first and last name in their Zoom profile. Participants who do not identify themselves may be removed from the meeting.

Agenda

1. Call to Order
2. Remarks by and questions to the provost
3. Remarks by and questions to the chair
4. Approval of the minutes from September 28
5. 1-minute reports from committee
6. Discussion and Vote on APC motion to suspend Faculty Senate rules for online courses (Appendix 6.1)
7. Discussion and Vote on APC motion to allow intermediate Progress Reports to be submitted using an authorized platform other than Webcat (Appendix 7.1)
8. APC motion on Earlier Mid-semester Progress Reporting (Appendix 8.1)
9. AAC Motion on the Academic Calendar for J Term – 2021, E Term 3- 2021, and the Spring 2021 semesters. (motion is not yet available.) (Appendix 9.1)
10. AAC motion on Common Exam Time for Spring 2021 (motion is not yet available.) (Appendix 10.1)
11. Update/report from the APC about 2019 Motion XXIV-5 to allow first-year students to declare P/F later in the semester. (Appendix 11.1)
12. New Business
13. Adjournment

APPENDIX 6.1

Motion: Suspending Online Rules through Spring 2021 Faculty Senate 2020-2021 Session

Senate Committee: Academic Program Committee (APC)
Description of the Relevant Charge, Problem, or Question:
<p>The following Faculty Senate rules are in place governing certain online courses (See the actual motions below)</p> <ol style="list-style-type: none">1. Inquiry 444 and Discovery Lab courses must be offered in a face-to-face format.2. The University Honors Program does not allow online courses to count toward the Honors curriculum.3. Online WI courses must meet the following conditions:<ol style="list-style-type: none">i. Undergraduate online WI courses should primarily be offered in an 8-week eUNH semester;ii. Class size capped at 24 students;iii. Courses must conform to established UNH WI course guidelines which are valid regardless of model;iv. WI proposals should be generated for new online courses in accordance with established course proposal processes, as well as for existing conventional courses that are migrating to online modes or changing timeframes. <p>Motions were passed during the COVID-19 response to waive these rules for the Summer 2020 and Fall 2020 semesters (See below).</p> <p>As UNH makes plans to operate in yellow COVID-19 mode during Spring 2021, the APC has been asked to consider a motion to suspend these rules again.</p>
Description of Relevant Previous Senate Action
<p>Motion # XVII-M12 (2013)</p> <ol style="list-style-type: none">a. Endorses position of Discovery Program and WC that a change in mode to online is sufficient change to warrant a review of a previously approved course by the relevant committee.b. The FS endorses the current moratorium on online courses for both Discovery Inquiry courses and WI courses (whether Discovery or not) <p>Motion # XVII- M11 (2013)</p> <p>- The Faculty Senate endorses the policy of the University Honors Program that does not allow online courses to count toward the Honors curriculum.</p> <p>Motion # XXIII-M7 (2018)</p> <ol style="list-style-type: none">a. Moratorium on new on-line WI courses be lifted as long as new on-line courses designated as WI meet all conditions as described in March 29, 2018 position statement by Director of Writing Programs, summarized as follows:<ol style="list-style-type: none">- Undergraduate online WI courses should primarily be offered in an 8-week eUNH semester. They could also be full Fall or Spring semester courses, or 8- and 10-week Summer Session courses. UNH transfer policy allows for 6-2eek WI courses to address accelerated quarters, which would be the shortest allowable duration for WI online courses.- Class size capped at 24 students- Courses must conform to established UNH WI course guidelines which are valid regardless of mode.

WI proposals should be generated for new online courses in accordance with established course proposal processes, as well as for existing conventional courses that are migrating to online modes or changing timeframes, per FS Motion # XVII-M12

[Motion # XXIII- M14 \(2019\)](#)

- To remove the 2013 moratorium prohibiting Inquiry Attribute courses from being delivered in an online format, with the exclusion of Inquiry 444 seminars and Inquiry Labs, which must be offered in a classroom format pending further investigation of best practices.

[Motion XXIV-M12 \(Spring 2020\)*](#)

-to suspend the rules governing online courses during the Summer 2020 due to the extraordinary situation created by COVID-19. (**Note, there were no questions or comments offered when this motion was presented.**)

[Motion XXV – M4 \(June 2020\)*](#)

-to suspend to suspend Faculty Senate rules for online courses for Fall 2020.

(**Note, there were no questions or comments offered when the motion was presented**)

***Note:** For the recent motions on this related to COVID, the following stakeholders were contacted in advance: Nicky Gullace (Discovery), Lisa MacFarlane (Honors), Ed Mueller (Writing Program), and Andy Colby (Registrar)

Description of Actions taken by the APC in Motion Development (including communication with administrative liaison):

APC consulted program directors for Discovery, Honors, Writing Center and the Registrar's Office. All are on board with this motion.

Draft Motion (updates in red for 10/5/20)

Rationale: As the COVID-19 pandemic continues, the academic model for Fall 2020 provides that face to face (F2F) instruction should occur as much as is feasible within the health and safety recommendations. However, the model anticipates a mix of course modalities where some courses are totally F2F, some online, and some with rotating attendance for the class with some students F2F and others remote in real time. In light of this model, the Faculty Senate has considered all previous motions on online courses:

April 2, 2013 motion on Honors Program courses not online

April 2, 2013 motion on review required for substantial changes in mode or time for courses

November 30, 2018 motion to support the offering of online courses designated as writing intensive

March 19, 2019 motion on online Inquiry Attribute Courses

March 31, 2020 motion to suspend the Faculty Senate rules for online courses for Summer 2020

June 2020 motion to suspend the Faculty Senate rules for online courses for Fall 2020.

Motion: In order to provide the most flexible model for instruction to meet the educational needs of students within the health and safety guidelines created by COVID-19, , the Faculty Senate suspends all rules related to online courses for Inquiry 444s, Inquiry Labs, Discovery Labs, Honors courses, and Writing Intensive Courses for the J-Term 2021, Spring 2021, and **Summer 2021 semesters** only.

APPENDIX 7.1

**Motion to allow intermediate Progress Reports
to be submitted using an authorized platform other than Webcat**

Faculty Senate 2020-2021 Session

Senate Committee: Academic Program Committee (APC) in Collaboration with the Student Success Steering Committee
Description of the Relevant Charge, Problem, or Question Currently the Student Rights, Rules and Responsibilities (07.12) mandates progress reporting to be done through WebCat. The Student Success Steering Committee emerged from the recent UNH retention efforts. One of the goals of the Student Success Steering Committee has been to use the <i>myWildcatSuccess</i> platform to build a system of early alerts and student supports. This requires a change to the 07.12(fs) policy in the SRRR.
Description of Relevant Previous Senate Action https://www.unh.edu/sites/default/files/departments/faculty_senate/relieffrommid-semesterreportforearlyassessmentpilot-xxiv-m1-09-23-2019_0.pdf
Description of Actions taken by Committee in Motion Development The Academic Program Committee worked directly with the Student Success Steering Committee chaired by Nicky Gullace.
Description of Future Actions Needed for Implementation or Operationalization of Motion If motion passes, make sure the SRRR is revised as follows: 07.12(fs) Freshman and new transfer reports. Shortly after mid-semester, freshmen and new transfer students will receive progress reports indicating their mid-semester level of performance in all courses. Instructors must report via Webcat or other authorized platform, a satisfactory or unsatisfactory grading of the student's performance up to that time for specific courses.
MOTION:
Motion Draft: September 24, 2020 Rationale: The motion would allow Midterm Grade Reports, Early Alerts, or other intermediate progress reports to be submitted using EAB's <i>myWildcatSuccess</i> software (or other successor software). The advantage of reporting on this platform is that students receive messages instantly, alerting them to problematic performance in one or more classes, instructing them to seek help from their professor or TA, and offering them links to academic support resources. If a college so chooses, the student's advisor or

associate dean can receive the alert simultaneously and can easily download reports showing all students in their college who need prompt academic assistance. This software is easy to use, since faculty receive a course roster with a pull down menu which they can fill out or forward to their teaching assistants. Finally, it unburdens the Registrar's Office from conducting the Midterm Grade Reports and allows the message to be sent out by Academic Technology, using powerful software that reduces the time spent on conducting intermediate assessments.

Motion:

To amend Faculty Senate rule 07.12(fs) to allow intermediate Progress Reports to be submitted using an authorized platform other than Webcat and to amend the 07.12(fs) language in the Student Rights, Rules and Responsibilities as follows:

07.12(fs) Freshman and new transfer reports. Shortly after mid-semester, freshmen and new transfer students will receive progress reports indicating their mid-semester level of performance in all courses. Instructors must report via Webcat or other authorized platform, a satisfactory or unsatisfactory grading of the student's performance up to that time for specific courses.

APPENDIX 8.1
Motion: Earlier Mid-semester Progress Reporting
Faculty Senate 2020-2021 Session

<p>Senate Committee: Academic Program Committee (APC) in collaboration with the Student Success Steering Committee</p>
<p>Description of the Relevant Charge, Problem, or Question</p> <p>Currently the Student Rights, Rules and Responsibilities (07.12) mandates progress reporting to be done shortly after the mid-semester. The Student Success Steering Committee emerged from the recent UNH retention efforts. One of the goals of the Student Success Steering Committee has been to engage an early alert system which would move the mid-semester reports to the 5th week of the semester. This requires a change to the 07.12(fs) policy in the SRRR. We are currently too far into the Fall semester to implement a change now, so the motion proposed would begin Spring 2021.</p>
<p>Description of Relevant Previous Senate Action</p> <p>https://www.unh.edu/sites/default/files/departments/faculty_senate/relieffrommid-semesterreportforearlyassessmentpilot-xxiv-m1-09-23-2019_0.pdf</p>
<p>Description of Actions taken by Committee in Motion Development</p> <p>The Academic Program Committee worked directly with the Student Success Steering Committee chaired by Nicky Gullace.</p>
<p>Description of Future Actions Needed for Implementation or Operationalization of Motion</p> <p>If motion passes, make sure the SRRR is revised as follows:</p> <p>07.12(fs) Freshman and new transfer reports. In the 5th week of the academic semester, freshmen and new transfer students will receive progress reports indicating their level of performance in all courses.</p>
<p>MOTION:</p>
<p>Motion Draft: September 24, 2020</p> <p>Presented by: Academic Program Committee</p> <p>Rationale: Deans, Associate Deans, and Professional Advisors have all noted that by the time they receive the Midterm Grade Report for a struggling student, it is often too late to intervene with the necessary assistance to help them pass a class. National studies show that students who are alerted of their need for help earlier in the semester are more likely to receive a passing grade in a challenging class. From the perspective of retention, UNH data shows that the number one predictor of non-retention is poor first semester grades. A student who passes a class does not need to repeat it, thereby helping move them towards timely graduation. The inclusion of a low stakes early assessment in the 4th week of classes can alert students to whether or not they have a strong grasp of the course material. Weaknesses may not emerge in homework assignments, which are often completed in groups, so an assessment that tests the individual's grasp of difficult material, even if it is only worth a few points, can result in improved outcomes by alerting the student of the need to seek help. While we understand that embedding a</p>

meaningful assessment in the 4th week of classes may involve an alteration of faculty syllabi, particularly for those who customarily rely on Midterm assessments, we believe it is worth it to allow colleges to intervene quickly to right students who might fail otherwise.

Motion:

Beginning in the Spring semester 2021, UNH will move from Midterm Progress Reports to Early Alerts Progress Reports undertaken in the 5th week of the academic semester and to amend Faculty Senate rule 07.12(fs) language in the Student Rights, Rules and Responsibilities for the Spring 2021 and beyond as follows:

07.12(fs) Freshman and new transfer reports. In the 5th week of the academic semester, freshmen and new transfer students will receive progress reports indicating their level of performance in all courses.

APPENDIX 9.1

The Academic Affairs Committee motion to approve the Spring 2021 calendar is not available for the agenda packet. It will be presented at the meeting.

For your information, these are the calendar proposals that the committee is considering from the Education Spring Planning Committee:

J Term 2021:

https://www.unh.edu/sites/default/files/departments/faculty_senate/jterm_calendar_proposal_from_spring_planning_committee.pdf

E Term 3 2021:

https://www.unh.edu/sites/default/files/departments/faculty_senate/calendar_proposal_for_e_term_3_from_spring_planning_committee.pdf

Spring Term 2021:

https://www.unh.edu/sites/default/files/departments/faculty_senate/calendar_proposal_for_spring_term_2021_from_spring_planning_committee.pdf

APPENDIX 10.1

The Academic Affairs motion to adjust Common Exam Time for Spring 2021 is not available for the **agenda packet**.

For your information, this is the June 2020 Motion was passed to adjust the Fall 2020 Common Exam Time:
https://www.unh.edu/sites/default/files/departments/faculty_senate/on_changing_common_exam_time_for_fall_2020_motn_xxv_m1_040120.pdf

APPENDIX 11.1
Update from the APC on [Motion # XXIV- M5 \(12/9/2019\)](#)
on allowing first term students to change up to 4 credits to Pass/Fail

Faculty Senate
Academic Program Committee
September 23, 2020

Re: Update on Motion to Allow First-Year Students to Declare P/F later in semester

Motion (Passed 43 in favor, 3 opposed, no abstentions, on 12/9/2019): **All students, in their first term at the University, have the option to change up to 4 credits from graded to Pass/Fail at any point prior to the Friday of the 10th week of the semester.**

The 2020/2021 Student Rights, Rules & Responsibilities has been updated with language in item 07.112 to reflect the motion, informing students of the following (new language to accommodate the motion in bold):

*07.112(fs) Pass/fail. An undergraduate student working toward a bachelor's degree may elect to use the pass/fail grading alternative for a maximum of 4 credits per semester, not to exceed 16 credits during the student's matriculation. **Students in their first term at the University have the option to change up to 4 credits from graded to pass/fail at any point prior to the Friday of the 10th week of the semester and must obtain the approval of his or her advisor. ...***

Fall 2020 is the first semester that the policy is in effect, so the APC will be able to collect data at the completion of the term that gives some indication of how many students in their first term at UNH opted for pass/fail up until the Friday of the 10th week of the semester. That information will be compared against the number of students who opted for Pass/Fail prior to the existing date, the semester's 2nd Friday.

It has been left to the existing structure of deans, departments, and advisors to notify students of this option, which was added to offer increased flexibility for students struggling as they begin their college studies.

It may be important to ensure that this information is shared with students by first-year advisors and is amplified as part of the Student Success initiative. That follow-up can come after data is collected at end of Fall semester.