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UNIVERSITY OF NEW HAMPSHIRE 2020-2021 FACULTY SENATE XXV

The fundamental function of the approved minutes of the Faculty Senate is to accurately document actions taken by that body. Additionally, the minutes traditionally seek to provide context by capturing some statements of Senators, faculty in attendance, and guests. The minutes do not verify the veracity, authenticity, and/or accuracy of those statements.

Meeting called to order at 3:10 pm on October 5, 2020, via ZOOM

MINUTES SUMMARY

- I. <u>Roll:</u> The following senators were absent: Ballestero, DeJoie, Feldman. The following were guests: Wayne Jones, Kate Ziemer, Nicky Gullace, and Andy Colby.
- II. Remarks by and questions to the provost -

Provost Wayne Jones shared the following remarks:

- Covid testing appears to be going well. Although there was an initial wave of student cases and then a wave of faculty and staff infections, the numbers are settling down right now.

Some new efforts are in place to respond to concerns about different aspects of covid testing. A recent report shows that the problem related to the efficacy of self-swabbing for student testing is exceptionally small. 19 students were identified last week with issues in this area and these students will now have their sample collected by a nurse at Health and Wellness and they will also be retrained on how to self-swab. More than 1000 samples were involved in the efficacy study.

- Last semester, Paul College looked at the way its departments manage non-tenure track faculty members in connection with involvement in department and college governance. They have now passed new language that gives more rights to clinical faculty and lecturers. COLA is also doing work in this area now. The Deans Council is going to be discussing how these conversations can proceed.
- Faculty and staff are encouraged to update their profile in the Wildcat Pass application (available on the UNH Covid page). This will ensure that contact information is up to date and complete. This is important should contact tracers need to reach you.
- Indigenous People's Day (October 12) is a teaching day for UNH this year. Some students have been requesting permission to leave campus because their instructors have announced that they are canceling class on that day. We are advising them to stay at UNH instead of traveling. Please remind your colleagues that Monday is a teaching day, and we want to keep students on campus.

The provost offered to take questions:

- A senator from UNH Law asked about the decision- making process for keeping the Franklin Pierce name for the law school since it appears that some students are riled up about this and feel that they don't have a say. Wayne explained that the members of the task force working on this issue presented their findings last week at a UNH Law Town Hall meeting. The task force report included a recommendation to not change the name. The report also included several proposals on diversity initiatives. This report will be sent to the UNH Law School dean. Any recommendation about a name change will go to the president and finally to the Board of Trustees who will have the final say. There

is some thought about whether there should be further dialogue on the issue. However, there were hundreds of inputs into the Task Force.

- A CEPS senator shared a concern about anecdotal reports from students that some of their covid testing samples were not tagged properly and therefore not logged into the system. The students are reporting that they were not informed of the problem and that they do not know their test results. It isn't clear how prevalent the problem is. Wayne responded that this is the first time he is hearing about this although there were some issues during the first week of the semester associated with the way students were putting the labels on the vial. He agreed that he will check into this issue.

Wayne explained that Wildcat Pass is a secondary check for the students. Students can log in directly to the Sequoia system to see their results. Also, if there is a positive test, they will receive a phone call within 12 hours.

Wayne offered that if a student has a circumstance like this, they can reach out directly to Marc Sedam. He will direct them to somebody to investigate this.

- A **Paul College senator** asked for clarification on how investigative procedures of faculty fit into the shared governance process, specifically with the Professional Standards Committee. Wayne said that these are separate processes. The administrative investigation must come first.

Jim Connell from the Agenda Committee explained that the Professional Standards Committee (PSC) is a permanent committee of the Faculty Senate and the members are all tenured faculty elected by each of the colleges except for the law school. The chair of the committee is, ex-officio, the vice chair of the Faculty Senate. Currently, the only charge the PSC has is to do a quasi-judicial evaluation of cases that are brought to them. This role comes out of the AAUP contract. The committee has 20 days to make a recommendation once a case has been brought to it.

- A **COLSA senator** asked about the process for dealing with students who do not submit a covid test sample as required. Wayne explained that Kate Ziemer has been working on any Wildcat Pass issues. Kate explained that students are notified if they are one day late on submitting a sample and this is done through Wildcat Pass. If they have not cleared the issue by the second day, the Dean of Students is involved.
- A **CHHS senator** asked how quickly notifications are made in the case of a positive test. Wayne shared that notifications happen 7 days a week and individuals are notified as soon as a positive test result is received. For testing done through the UNH lab, this usually happens within 12 hours. For testing done through Convenient MD, the average time for results is about 48 hours.
- III. <u>Remarks by and questions to the chair</u> The chair reminded senators that committees meet next Monday.

IV <u>Approval of the Minutes from September 28, 2020</u> - Changes were suggested for Sections II, III, VI, and X. It was moved and seconded to approve the minutes of September 28. Thus adjusted, the minutes were unanimously approved with 3 abstentions.

V. One-minute reports from Committee chairs -

Lisa MacFarlane, chair of the Academic Program Committee (APC) reviewed the committee's charges for the year. The first two are covid related: 1) on extending the motion to allow online courses

that were previously restricted and 2) on whether to continue the motion on evaluations of teaching for the academic year 20/21 that the Senate passed in the spring. The committee will be sending out a survey on opinions about Fall 2020 student evaluations of teaching. Lisa clarified that the committee also has a long-term charge to develop a road map for working through the issue of revising teaching evaluations. It is important to recognize that these are two separate efforts, one short term and the other a long-term overhaul of the teaching evaluation process.

The committee also is charged to monitor 1) the pass-fail motion for first-time students that was approved last year 2) the system-wide New U committee 3) the development of an honors college and 4) the student success motions.

As well, the committee is charged with identifying significant issues in the Discovery Review Committee recommendations.

Jeffrey Halpern, chair of the Finance and Administration (FAC) followed up on the information shared at the previous Senate meeting about the state of the university budget. For clarification, he explained that he doesn't believe that the CARES Act money was included in the overall budget so it could affect the bottom line, but it won't come close to meeting the shortfall. Next week the committee will look at the Huron Report on financial restructuring, not necessarily on administrative or programmatic restructuring.

Michel Charpentier, Chair of the Information Technology Committee (ITC) reported that an ITC survey is going out today to collect feedback to identify the most pressing needs in the area of academic technology for the rest of the semester and into the spring.

Ivo Nedyalkov, chair of the Research and Public Service Committee reminded the group to send any questions, concerns, and suggestions related to research, outreach, and engagement to him. In particular, the committee is interested in any comments about engaged scholarship especially about engaged scholarship in the context of the promotion and tenure process.

Andrew Coppens, chair of the Student Affairs Committee shared that the committee will be seeking input soon on universal changes to student forms that mirror gender identity categories implemented in WISE. This may involve a survey. The committee wants to know the different ways that departments use and collect gender information so we can understand the implications.

Erin Sharp, the Senate chair explained that she and vice chair Rose Came are meeting with the committee chairs once a month. This is useful especially in connection with topics that cross several committees. Erin also reminded senators that committees can request time at a Senate meeting to collect feedback on particular subjects.

VI. <u>APC Motion to suspend Faculty Senate rules for online courses</u> - Alex Holznienkemper shared the motion that had been presented at the September 28 Senate meeting as follows:

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.

The Senate Chair offered that the Senate may want to consider a long-term motion in the future about these senate rules. However, the current motion only covers J-Term, Spring, and Summer 2021.

There were no questions or discussion offered in connection with the motion.

The motion was put to a vote. The motion passed with 63 in favor, none opposed, and no abstentions.

VII. <u>APC Motion to allow Progress Reports to be submitted using an authorized platform other than Webcat</u> – Lisa MacFarlane, chair of the APC invited Nicky Gullace, chair of the Student Success committee to review the motion that had been presented at the September 28 Senate meeting.

APC Motion to allow

Progress Reports to be submitted using an authorized platform other than Webcat

Rationale

The motion would allow Midterm Grade Reports, Early Alerts, or other intermediate progress reports to be submitted using EAB's myWildcatSuccess 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.

Nicky reviewed that the motion would allow midterm grade reports to be submitted using the myWildcat Success platform. She explained that this is an efficient way to do the reporting which alerts the students that there may be a problem with one of their classes. The notification to the student also encourages them to seek help from their professor and it provides information about resources to help rectify the problem. The platform also provides an easy way for the associate deans to access the information to reach out to students.

Nicky pointed out that the motion refers to an authorized platform because software platforms can become dated and if, at some point, we no longer support myWildcat Success or if there is a more efficient platform identified, this motion will allow the UNH technology people to use whatever platform is most succinct and reasonable for midterm reporting.

Michel Charpentier pointed out that the motion indicates that WebCat is still an option and the way it is worded may lead some faculty to think that they have a choice of platforms to use for their midsemester reporting. Nicky explained that for faculty to submit midterm grades, the registrar is involved in the process. This motion allows the IT group to choose the most consistent and modern and efficient platform including the option to use WebCat, if necessary.

A friendly amendment was proposed to change the third sentence so that it begins with "Instructors must report via the authorized platform..." Lisa MacFarlane accepted the friendly amendment.

Jim Connell commented that it should be Academic Technology (AT) in consultation with the Senate's IT Committee making these decisions, not just AT. Nicky said that she was sure that the decision will be made appropriately, although she does not know exactly how these decisions are made.

The motion, as amended, was put to a vote. The motion passed with 59 in favor, none opposed, and 2 abstentions.

Nicky reported that the first mid-semester reports will be sent out on October 12 via myWildcat Success.

VIII. The Academic Program Committee (APC) motion on earlier reporting - The committee has agreed to postpone this motion since it is not time-sensitive. It was agreed that it will be presented at the October 19 meeting. There were no objections to this. The chair asked senators to email Lisa McFarlane with any questions or concerns about the motions to help the committee prepare for the discussion on this motion.

IX. The AAC motion on the Academic Calendar for Spring 2021 - The Senate chair explained that the Faculty Senate has ownership of the academic calendar and that the academic calendar is generally handled by the Academic Affairs Committee. Because of Covid, separate university committees were formed to make recommendations about how to move the semester forward and the recommendations in this motion came out of one of these committees, the Education Spring Planning Committee. However, the AAC has not had much time to consider the recommendations since they were made on Friday.

Erin reviewed that the Education Spring Planning Committee does include several senators, Erik Berda, Roger Grinde, Nick Kirsch, Kevin Pietro, and Andrew Seal. Their role with that committee will be useful for the discussion.

Joe shared the motion.

FACULTY SENATE MOTION

To Revise the Academic Calendar for J-Term, E Term 3, and Spring 2021

Rationale: UNH is planning for on-campus instruction for the Spring 2021 but with the assumption that UNH will continue to be in a yellow mode of operations since we are still facing the COVID-19 global pandemic. The Education Spring Planning Committee was formed, and they developed a recommendation to revise the Spring 2021 academic calendar to start the semester later and eliminate spring break. To reduce the exposure of possible COVID vectors during the spring 2021 semester, to facilitate the staged move-in and testing protocol as were successful in Fall, and to maintain the scheduled May 22 commencement, the following J-term, e-term and academic calendars were developed.

3. Motion: The Faculty Senate approves the following J-term, e-term and academic calendars:

A. Revised 2021 J-Term Academic Calendar Recommended by the Spring Planning Committee

- · All J Term courses will be online
- · Eliminate the separate J Term in-person class start date
- · Calendar:

Monday, Dec. 28 Classes begin (online classes only)
Friday, Jan. 1 New Year's Holiday
Monday, Jan. 18 Martin Luther King, Jr. Day; University Holiday
Friday, Jan. 22 January term classes end

This change allows additional time for Spring Semester preparations, e.g. cleaning and upgrading classrooms. Approximately 75% of J Term courses are online by design in ordinary circumstance. Study Abroad and Study Away for J Term is cancelled due to COVID. Petition process will be established for consideration of one-off class meetings in January

- B. Revised 2021 E Term 3 Academic Calendar Recommended by the Spring Planning Committee:
- · Start and end dates for E Term 3 will remain the same: January 19 through March 12.
- · E Term 3 face-to-face courses will be online until Spring Term starts on February 1.

This change supports the additional time for Spring semester preparations and move-in schedules and allows transition to face-to-face at the same time that Spring Semester begins face-to-face. Petition process will be established for consideration of one-off class meetings in January.

C. Spring 2021 Academic Calendar Recommended by the Spring Planning Committee

- · Delay the start of Spring Term by one week and eliminate Spring Break.
- · Maintain 70 class days and an equal number of Monday, Tuesday, Wednesday, Thursday, and Friday days so not to disrupt classes that meet once a week.
- · Add two, single-day breaks on March 8 and April 5.
- · Tuesday, March 9th will be on a Monday schedule to maintain the equal number of each weekday.
- · Keep two reading days between the last day of classes and the first day of exams.
 - · Calendar:

Monday, February 1 Classes begin
Monday, March 8 No Classes (UNH offices open)
Tuesday, March 9 Classes follow Monday Class schedule
Friday, March 19 Mid-semester
Monday, April 5 No Classes (UNH offices open)
Tuesday, May 11 Last day of classes
Wednesday, May 12 Reading Day or curtailed operations make up day
Thursday, May 13 Reading Day
Friday, May 14 Final exams begin
Thursday, May 20 Final exams end
Saturday, May 22 Commencement Ceremony

Joe offered that he first wanted to provide an overview of the areas of concern about the motion.

The first area of concern was about the proposal to start the semester a week later than originally scheduled. The comments received from students indicated that many would prefer to return at the normal time and end the semester earlier in order to get an early start on jobs.

Kate Ziemer explained that the committee has proposed a delayed start in order to have an extra week for testing students. The proposed schedule also allows commencement to remain on the same date but also minimizes the number of days between the end of classes and the beginning of final exams. Kate clarified that the proposed February 1 start date does not extend the semester end date. However, it was pointed out that classes actually do end one day later than the original calendar.

Andrew Seal who is one of the senators on the Spring Planning Committee pointed out that postponing the start of the semester might let us miss part of the flu season and a possible spike in covid cases. Also, there is a chance we will miss some severe weather in January.

In response to a question about whether starting at the normal date would create issues with getting testing and cleaning accomplished, Kate shared that there were issues in the fall with upperclassmen returning with their pre-arrival testing completed. By staggering the arrival of students during the week prior to classes we will be in a better position than we were in the fall.

A question was asked whether consideration was given to the idea of starting online for a week or two, given that we don't know what the flu season or covid will be doing in the winter and then end the semester early. Kate said that flu season is another unknown that complicates all of this. We don't know if two weeks will help or not. But we do know that our student population, both undergraduate and graduate, would prefer to be on campus if at all possible. Being in person is also in line with one of the key tenants of the summer Education Committee. Given that we have had a successful fall, thanks to everybody's participation in the testing protocol, we feel that we have learned how to create an environment where we keep things under control. Therefore, there did not seem to be a huge advantage in delaying the start of in-person classes.

The start of the actual semester was delayed in order to eliminate spring break but allow commencement to happen at the same time.

A senator from Mechanical Engineering pointed out that that the amount of fresh air from the outside in the heating and air conditioning systems is designed to be higher for covid to dilute the air as much as possible. Therefore, one week in May versus a week in January will be significantly different in terms of indoor comfort and the cost of operation.

The question was raised about whether there has been a query of the student body about whether they will want to come back to campus in the spring now that students know what kind of restrictions are in place and what is expected of them. Also, will students be asked to sign the Informed Consent Document again or will it carry through the rest of the year?

Kate said that there is a second spring committee focused on student engagement and they will be surveying students about their intention to come back to campus in the spring. However, based on information from the housing reps and the student reps on the Spring Planning Committee, and based on the results of the first USNH survey, it appears that there are enough people who do want to come back to campus. That USNH survey also indicated that face-to-face instruction is the most effective format for students. Andrew Coppens added that the Student Engagement Committee is considering this question, but they are also focused on actions that can be taken in the fall to signal to students what kind of environment they can expect in the spring.

In connection with the Informed Consent document, Kate said that this was a USNH initiative and the presidents from each of the system universities and colleges are discussing whether this document is necessary or whether it would be more beneficial to only do something through the student conduct systems instead.

Joe Dwyer explained that another theme of concern with the calendar proposal is the issue of having two individual "No Class" days that fall on Mondays. There is a lot of concern that since many

students don't have classes on Friday and a Monday no class day will make for a very long weekend and this will compound the problem since for some students they will have two 4-day weekends during the semester and this defeats the purpose of removing spring break to keep students local.

There have been proposals to change one or both of the individual "no class" days to midweek or to eliminate these individual days off altogether.

Kate pointed out that there are many options but the conversation within the Spring Planning Committee was about trying to balance the idea of discouraging student travel with the recognition that there can be a cognitive load issue and that people need a break. The majority of the committee recommended the three-day weekends as we know some students are going to travel on the weekend anyway but at least with three days off they are more likely to stay in the New England area. Also, students seemed to be responsible on the Labor Day weekend

A Student Senate representative asked why the dates of March 8 and April 5 were chosen. Kate said that the committee was aiming for one day off per month and that the April day off was connected to a weekend when students would usually travel due to Easter and the end of Passover. The student pointed out that a day off on April 5, Easter Monday, would go against the concerns and requests in the past from students in minority groups who have asked that the Administration either recognize all religious holidays or none of them. She wondered if the committee had taken that concern into account. Several senators spoke up in agreement with the point made about April 5 and indicated that it would set a poor precedent.

Jeff Halpern made a **motion to amend the motion to remove April 5**. This would result in only one "no class" day during the semester. The motion was seconded. It was clarified that this would result in only one single-day break and that the original end date for the semester would be the same as it is in the original calendar.

Andrew Seal explained that the committee adjusted the end of the semester out of concern that students would leave during the reading days. The goal was to not have as many reading days at the end of the semester.

On a suggestion that the "no class" days be scheduled in the middle of the week, the spring planning committee felt that it would do very little good in terms of refreshing students or faculty during what will be a long semester. As well, it was not certain that professors would observe a mid-week break in terms of workload.

Eric Berda offered an amendment to the amendment to remove April 5 and add April 12 as a "no class" day. Jeff Halpern accepted this as a friendly amendment.

There were statements made about the remaining concerns with "no class" days scheduled on Mondays. One senator pointed out that students won't have to go far during the spring semester to get to states with higher covid infection rates.

There were also suggestions offered to eliminate "no class" days altogether. And there was a suggestion to provide a 2-day break in the middle of one week.

The amendment to remove the April 5 "no class" day and replace it with an April 12 "no class" day was put to a vote. The motion passed with 28 in favor, 13 opposed.

Given that the time allotted for the meeting was coming to an end and that a complete discussion about the "no class" days was not concluded, the chair proposed that the Senate vote on a motion about the start and end date of the semester. Andy Colby pointed out this would benefit the work of the Registrar's Office since IT staff have to make changes to the start and end date in the courses.unh.edu platform but, the individual "no class" days is not required for this work. The official calendar can be adjusted with the "no class" days once they are decided. Having the start and end date of the semester are the key things at this point for the start of advising.

Jim Connell made a motion to amend the original motion to remove March 8 and April 5 as "no class" days and to add a statement that the two single-day breaks will be determined by the senate. Tim Montminy seconded the motion.

Joe Dwyer pointed out that there were also some concerns expressed in the feedback collection process about the idea of not removing spring break. A vote to amend this motion would result in removing spring break.

The amendment was put to a vote. The amendment passed with 41 in favor, 4 opposed, and 3 abstentions.

The motion, as amended, reads as follows:

Motion: The Faculty Senate approves the following academic calendar for the Spring 2021 in light of the continued COVID-19 global pandemic:

- Start and end dates for E Term 3 will remain the same: January 19 through March 12.
- E Term 3 face-to-face courses will be online until Spring Term starts on February 1.
- Delay the start of Spring Term by one week and eliminate Spring Break.
- Maintain 70 class days and an equal number of Monday, Tuesday, Wednesday,

Thursday, and Friday days so not to disrupt classes that meet once a week.

- Add two, single-day breaks to be determined by the Senate
- Keep two reading days between the last day of classes and the first day of exams.

Revised Spring 2021 Academic Calendar:

Monday, February 1 Classes begin

Friday, March 19 Mid-semester

Tuesday, May 11 Last day of classes

Wednesday, May 12 Reading Day or curtailed operations make up day

Thursday, May 13 Reading Day

Friday, May 14 Final exams begin

Thursday, May 20 Final exams end Saturday, May 22 Commencement Ceremony

A motion was made to suspend the rules to allow for the Senate to vote on the motion as amended today. The motion passed with 46 in favor and 1 opposed.

A motion was made to vote on the motion as amended. The motion passed with 43 in favor, 1 opposed, and 4 abstentions.

The chair thanked all for their work on this.

X. <u>New Business</u> - It was proposed that the Academic Affairs Committee prepare a draft of "no class" day proposals for Spring 2021 for the Senate to consider at the next meeting

XI. Adjournment - The meeting was adjourned at approximately 5:25 pm.

Useful UNH acronyms

1	
AAC	Academic Affairs Committee (Faculty Senate standing committee)
AC	Agenda Committee of the Faculty Senate
ASAC	Academic Standards & Advising Committee
APC	Academic Program Committee (Faculty Senate standing committee)
AT	Academic Technology
BAC	Budget Advisory Committee
CaPS	Career and Professional Services
C&PA	Communications & Public Affairs
CCLEAR	Clinical, Contract, Lecturer, Extension, Alternative Security, Research faculty
CEITL	Center for Excellence & Innovation in Teaching & Learning
CORPAD	University Committee on Real Property Acquisition and Disposal
CPC	Campus Planning Committee (Faculty Senate standing committee)
FAC	Finance & Administration Committee (Faculty Senate standing committee)
FAR	Faculty Activity Reporting
IRA	Institutional Research and Assessment
IT	Information Technology
ITC	Information Technology Committee (Faculty Senate standing committee)
JSMB	Joint Strategic Management Board (Navitas review)
LC	Library Committee (Faculty Senate standing committee)
OISS	Office for International Students & Scholars
OS	Operating Staff
PACS	Psychological and Counseling Services
PAT	Professional and Technical Staff
PSC	Professional Standards Committee (FS permanent committee)
RPSC	Research & Public Service Committee (Faculty Senate standing committee)
SAARC	Space Allocation, Adaption and Renewal Committee
SAC	Student Affairs Committee (Faculty Senate standing committee)
SHARPP	Sexual Harassment and Rape Prevention Program
SSSC	Student Success Steering Committee
SVPAA	Senior Vice Provost for Academic Affairs
UCAPC	University Curriculum & Academic Policies Committee (FS permanent committee)
VPFA	Vice President for Finance and Administration