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UNIVERSITY OF NEW HAMPSHIRE
2019-2020 FACULTY SENATE XXIV

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 April 20, 2020, via ZOOM MINUTES SUMMARY

I. Roll – The following senators were absent: Ballestero, Coppens, Davis, Deen, Evans, Herold, Karaivanova, Kim, Magnusson, Merenda, Plachetzki, and Seaman. The following senators were excused: Lisa MacFarlane and Subrena Smith. The following were guests: Wayne Jones and Shari Robinson.

II. Remarks by and questions to the provost – Provost Wayne Jones provided shared the following updates:

- Refunds to students for prorated room, board, and fees are completed. Students had the option of applying the refund as a credit toward next year’s tuition or room and board, applying it back to their student loan, or taking it as cash. The feedback from students and parents about the process has been positive.

- The administration has been working on financial planning scenarios. The refunds for prorated room and board and fees totaled \$27.2 million. Also, revenues are down by approximately \$10 to \$20 million. So, in total UNH is experiencing a \$30 to \$40 million loss for the current year.

Due to remote operations, expenses have slowed down dramatically. As well, many construction projects have been stopped.

Our worst-case scenario could be a \$30 to \$50 million budget deficit for next year.

In terms of construction that was scheduled for this year and next, we are assuming that we are going to shut down most construction projects. However, prioritization will be given to those projects that are mission-critical for academic programs where we are trying to mount something new. The intention is to keep pushing on the Health Science initiative and the Biosciences initiative in Spaulding.

At this time, we assume that other projects across the campus, totaling about \$60 million, will not go forward.

- The recently passed federal CARES Act provides some money for higher education. UNH’s component is a little more than \$11 million. \$5.8 million of this money is designated as financial assistance for students for COVID related expenses. The conditions for distributing the money include that it has to be targeted in a well-publicized manner for support to the most “at need” students. UNH is in the process of setting up the process to deploy these funds.

The other half of the money, approximately \$5 million, must be used for specific COVID related costs that the university has incurred.

The higher education money is a small part of the CARES Act funds. UNH is looking for opportunities across the CARES Act. For example, there are several research and economic development opportunities. The UNH Small Business Development Center just received a \$1.25 million grant from the CARES fund to support small businesses in the state.

- Planning work is being done in connection with the fall opening and summer programs. All UNH courses will be online this summer and all on-campus programming through June 30 has been canceled. Starting July 1, we have the opportunity to open up programming, but we are waiting to see what the data looks like. There will be no overnight camps during the summer because we will be doing a deep clean on the residence halls. The decision about whether to have other programming will be made in the next two to three weeks.

For the fall, the data in NH is looking pretty good but the key piece will be testing. UNH is working closely with the state. The number of rapid test kits is increasing and is projected to increase dramatically. This puts UNH in a good position but if the decision is made to open in the fall it will not look like it did last fall. Several teams are working on this question and the provost has asked the Senate chair for the names of some faculty to join some of the planning teams that are working on what education would look like if we can open in the fall.

- At this point, we are at 1132 deposits for the fall semester for the freshman class. This is lagging last year but that isn't a surprise. The deposit deadline was changed from May 1 to June 1 and Admitted Students Visit days were delayed.

- There are some things UNH is doing to increase undergraduate enrollment including:

- reaching out to every in-state student who was admitted in the past few years who chose not to come to let them know that if they are interested in coming to UNH we will honor their original financial package or consider their financial situation as a whole if it has gotten worse.
- Reaching out to the community colleges about the Granite Guarantee and extending it to anyone who has graduated from a community college. We are also looking for additional partnership money with those campuses.
- Deploying additional targeted financial aid for households that have an AGI of \$125,000 or less.

- On the graduate side, the numbers are still trending up, especially at UNH Law. In any case, we are reaching out to students in our database, specifically our graduating students who may find themselves in a tough job market and may want to stay for a master's or additional graduate education. As well, we are reaching out to every student who applied to UNH 4 or 5 years ago and is now graduating from wherever they went to encourage them to attend graduate school at UNH

The provost offered to take questions:

In response to a question about how far off deposits are from 2018 or 2019 Wayne said that compared to last year we are off by about 19% but that doesn't take into account the one month delay in the deposit deadline, the moved Admitted Students Days, and the COVID situation.

On the topic of the CARES financial assistance money for students, Devon Guyer, Student Senate Speaker, shared that she is aware of many difficult situations students are facing, including some students who can't live at home because of a parent's medical situation or because one of their parents is a nurse. There are cases where students have medical bills that they can't pay because they can't work. She said that students need help as soon as possible. Wayne shared that the goal is to flow these funds to students who qualify and need it as fast as possible. The money is not in a UNH account yet. The online application process for students to use is being set up and is expected to go live within 7 to 10 days.

Clayton Mitchell said that he thinks it is important for UNH to get some information to students quickly about the CARES financial aid money so that they know that support is coming and that they can prepare for what they need to do for the application.

In response to a question about when the labs might be able to open, Wayne explained that the Research enterprise is making plans for opening. This will likely happen in three phases and, even when the labs are open, there will be tight conditions including mask and social distancing requirements. There may be some testing requirements as well. We are hopeful that the middle phase of opening may happen by July 1st. But we need data and information about testing to know more.

In response to a question about furloughs, Wayne said that the System and the Board of Trustees have approved some language around this topic, and they will be sending it out to everyone on Wednesday. We are working hard to minimize the impact in any way we can. There are no plans for furloughs or layoffs at this time.

Wayne clarified that the furloughs that are being discussed might involve some staff stopping at the end of the spring semester and starting up at the beginning of the fall semester.

No pay cuts for faculty are being discussed at this time.

III - Remarks by and questions to Shari Robinson, Director of Psychological and Counseling Services (PACS) – Shari explained that PACS has started to offer telehealth services and a wellness assessment tool, WellTrack, for the UNH community. The telehealth services began on April 6. For the first week, the services were focused on any PACS clients from the fall or spring semester and the meetings were used to screen clients to identify which ones were a good fit for telehealth services. If the client was a good fit they were scheduled for their first telehealth counseling appointment. If a student is not a good fit for telehealth services because of the nature of their situation, PACS will work to bridge the student to local services in their area. The telehealth service was opened up to everyone in the campus community the second week and there was broad communication about it. The PACS virtual package was distributed as a promotional tool and telehealth services were advertised on the website.

Shari explained that PACS is also still open for in-person visits in a limited capacity for faculty who need to consult about students of concern, for the students who remain on campus, and for students living in the Durham community. The clinic has measures in place to mitigate exposure to COVID-19.

In response to a question, Shari said that she is working with the Student Success initiative focused on students who have fallen off the radar this semester. She is on the committee for this effort.

Shari said that the appointment numbers have been lower than expected. The first week of telehealth operations resulted in 48 appointments and the following week there were 70. This is a significant decrease from the usual 250-300 in-person and group counseling appointments during the semester. Although they did expect lower numbers, Shari is not sure why the numbers are this low.

Shari said that communication was sent to students by Email that included an announcement about all of the Student Life services, including CFAR. Another email to parents about the services is going out today. As well, there have been social media postings. Shari said that she welcomes the opportunity to meet with the Student Senate about the service and she encourages faculty to share information about the service with their students.

Jeffrey Halpern thanked PACS for everything they are doing so far. He has heard from his students that they are overwhelmed by the amount of email coming out from UNH. He suggested that PACS may need to look at more creative ways to get the message out including providing an information page that faculty can post at the beginning of classes or creating more of an online social media presence, including the use of Tik Tok.

Shari said that she appreciated the feedback and agreed that email is just one of many tools we are trying to use including social media.

In response to a question about counseling services being made available after the semester has ended, Shari said that she has been exploring this option. One of the issues she is working through is the professional liability insurance service for the PACS clinicians. Usually, liability insurance covers only currently enrolled students. An extension of this service will likely involve approval from the System as well as the purchase of an additional rider for coverage.

Shari also shared that in the past services offered by PACS were typically only for students who reside in the state of New Hampshire. Fortunately, we have some counselors who are licensed in Massachusetts, New York, and some other states so we can extend services to those students. PACS can practice in Vermont and Connecticut due to COVID emergency regulations. They have applied for a temporary license for Massachusetts for all the PACS clinicians.

The chair thanked Shari and she agreed to take questions. She also invited faculty to share any concerns by email. She encouraged faculty to get the word out about PACS services.

IV. Remarks by and questions to the chair: The chair, David Bachrach, explained that the Senate will hold their final meetings of the semester on April 27 and May 4. Senate elections end this week.

On May 4, the Senate will conduct the last meeting of the 2019/2020 Senate. The first meeting of the 2020-2021 Faculty Senate will be held directly afterward. The first meeting of the 2020-2021 Senate will be conducted to approve the Agenda Committee slate for the new Senate. The bio-sketch information about the Agenda Committee slate was shared with the agenda for today's meeting.

The chair congratulated Erin Sharp on being named this year's recipient for the UNH Award for Excellence in Public Service. Scott Smith was also congratulated for being named the 30th recipient of the Jean Briereley

Award, UNH's highest award for excellence in teaching. The chair also recognized senators Alex Holzniekemper and Harriet Fertik in connection with receiving COLA teaching awards.

V. Approval of the Minutes from April 6, 2020. It was moved and seconded to approve the minutes of April 6, 2020. Changes were suggested for Section II. Thus adjusted, the minutes were unanimously approved with one abstention.

VI. Agenda Committee motion on expanding the scope of the Procedural Rule for Extraordinary Electronic Meetings of the UNH Faculty Senate - Jim Connell, on behalf of the Agenda Committee, presented the motion as follows:

**Expanding the Scope of the Special Procedural Rule for
Extraordinary Electronic Meetings
of the University of New Hampshire Faculty Senate**

Rationale:

The novel coronavirus pandemic that has engulfed the world, the nation and the University of New Hampshire brings with it unique challenges. Acting under Article 6, Section a., second paragraph of the Faculty Senate Constitution, the Agenda Committee adopted an extraordinary procedural rule to commence electronic meetings ([MOTION # XXIV – M9](#)), which was unanimously ratified at the first such Senate meeting. In the spirit of Article 6, Section a., the motion states, “Actions of the Senate during this time of crisis shall be limited to those that are exigent or relate directly to the crisis,” leaving it to the Senate’s discretion to expand that scope.

Motion:

The Faculty Senate may take any or all action under the Special Procedural Rule for Extraordinary Electronic Meetings of the University of New Hampshire Faculty Senate (MOTION # XXIV – M9) as it would when meeting in normal session, notwithstanding item 2) of the said motion.

The chair stated that he does not consider this to be a substantive motion. Therefore, he is presenting the motion for a vote today instead of requiring the motion to layover.

The motion was put to a vote. **The motion passed with 54 in favor, none opposed and 1 abstention.**

VII. One-minute Committee Reports - The following committees gave reports:

Michel Charpentier from Information Technology Committee shared that there are several items in flux with IT at this time due to a new CIO and the Huron Report. As well, the committee is still waiting for information from the IT Security Committee. Some of the committee’s charges may likely need to carry over to next year’s Senate.

Bill Woodward from the Student Affairs Committee reported that the Gender motion is on the agenda for today’s meeting.

Joe Dwyer from the Academic Affairs Committee reported that there will likely be a motion on the use of evaluations and faculty discipline presented at the next meeting. Also, he expects that the committee will provide a report on the Confucius Institute and international enrollments at the next meeting.

Ed Hinson from Campus Planning Committee explained that the committee has reviewed their charges and determined that none of them rise to the need for Senate action this year, especially given the current turmoil. Ed indicated that there will likely be quite a bit of work for the next year's Campus Planning and he suggested that the Agenda Committee should attend to this oversight and monitoring even in the summer.

John LaCourse of Finance and Administration Committee shared that, with all the finance activity things are in an uproar. The committee is hoping to meet before the end of the semester, and they may have a short report.

Ivo Nedyalkov from the Research and Public Service Committee said that the committee did meet last week, and they discussed a report that is expected to be delivered to the Senate before the end of the year.

Scott Smith reported that the Discovery Review Committee met recently and made the decision to not finish their work this year because of the COVID-19 disruptions. However, the committee is still interested in feedback from the faculty before the end of the semester. Faculty, students, and staff will be invited to two forums, April 28, 12:30 -2 pm, and April 29, from 2 – 3:30 pm. Background documents will be sent with the invitation and these will include the intermediate report, the diagram, and further descriptions about the categories and an FAQ. The committee hopes to gather all feedback by May 10 so that the committee can continue to do its work over the summer to present a plan to the Senate in the fall.

Erin Sharp shared an update about the Professional Names and Gender Identity Steering Committee - Erin explained that the work of this committee came about in response to concerns expressed by the 2018-2019 Faculty Senate about using names from the university's HR system to populate systems like FAR, myElements, and UNH websites instead of professional names which are different in some cases and may be preferred. Short term corrections were made to update names for some systems. A USNH System IT group has been working on a more permanent fix. Even with the current COVID disruption, the committee is continuing their work. The committee is offering an opportunity to store three different names as follows: 1) the legal name 2) a chosen or preferred name, and 3) a professional name. For faculty, the professional name is usually the name used for authorship.

At this time, a process is being designed to have the professional name be prioritized in various systems including myCourses, Teaching Evaluations, WebCat, Degree Works, Faculty/Staff online directory, Kaltura, and the Faculty/Staff Digital Sign directory. Erin has asked for feedback from some faculty about whether this prioritization of the professional name in these systems is the correct way to go. In particular, she is contacting faculty who use a professional name that is different than their name record in HR. Erin encouraged all senators to contact her as soon as possible if they have any thoughts on this question.

John Hasseldine of the Library Committee reported that the committee has had concerns about the Huron Implementation team for the Library. The library is an area that impacts faculty. The implementation team has been asked to 1) recommend ways to reach savings equivalent to \$2.15 million to \$3.7 million from the

three libraries relative to the FY 19 budget 2) to review the Huron Data to identify areas which could result in savings in the near or longer-term future and 3) to provide recommendations to the Huron Project Steering committee by the end of the semester.

The Faculty Senate Library Committee is in a position where they don't know what they don't know. John said that the concerns are partly to do with the belief that the Huron Project data is either partly incomplete or partly incorrect while conclusions have been reached based on this data. The other area of concern is what happens when cuts are made to a library. For students, faculty, researchers, and the broader community the library is a public good and there are going to be fewer books, fewer journals and electronic databases, and fewer staff.

The budget for the library is about \$12.5 million. Despite a Senate motion in 2016 – 2017, essentially cost savings have already been occurring since that time. The Library Committee is worried about the negative consequences of any of these cuts. In particular, the committee is concerned about the university losing its R1 status.

The third concern is that there is a lack of transparency and possibly a lack of shared governance around this work. There is Faculty Senate representation on the Huron Library team and John pointed out that he serves in that role. But there is no reporting back mechanism.

The Library Committee recently sent a memorandum to the Agenda Committee to share their concerns. John explained that he and Sarah Theimer also met with the Agenda Committee last week.

David Bachrach explained that, in response to that meeting with John and Sarah, he and Erin Sharp shared the concerns of the Library Committee with the provost and the provost agreed that the Faculty Senate representatives on the various Huron Implementation teams would have the opportunity to report back to the Agenda Committee about matters under discussion. Erin added that when the recommendations from the Huron Library Implementation Team come forward there will be a formal presentation of those recommendations to the Library dean, faculty, and staff as well as to the Senate's Library committee before the final report is submitted to the steering committee.

VIII. Agenda Committee motion to endorse the Student Emergency Fund - Erin Sharp, on behalf of the Agenda Committee, reintroduced the motion that was initially presented at the March 2 Faculty Senate meeting as follows:

**Agenda Committee Motion
to Endorse the Office of Student Life's Financial Assistant Funds**

WHEREAS, a core strategic priority of the University is to Enhance Student Success and Well-being; and

WHEREAS, there is growing recognition in higher education that financial challenges can negatively impact student success and well-being; Now

THEREFORE, BE IT RESOLVED that the Faculty Senate wholeheartedly endorses the two already existing and one newly formed funds administered by the Office of Student Life to provide emergency assistance to UNH undergraduate and graduate students facing financial hardships. These three funds are:

Swipe it Forward: A program for UNH students challenged by food insecurity to request meal swipes for use at all three dining halls or as a Meal to Go or Meal Exchange.

Inn Between: A fund available to UNH students who are challenged with homelessness and can be used to pay for housing at UNH during Thanksgiving, spring break and January Term.

Student Emergency Financial Assistance Fund: A fund designed to provide support for undergraduate and graduate students who are enrolled and taking classes at the University and are unable to meet essential expenses due to temporary or unexpected financial hardships.

BE IT FURTHER RESOLVED that while the Faculty Senate recognizes that these funds are administered and managed by the Office of Student Life, the faculty senate asks that this office use application and decision making processes that are easy for our students to access, are inclusive rather than exclusive, and are transparent.

BE IT FURTHER RESOLVED that the Faculty Senate encourages faculty, staff, alumni, parents, and friends of the University to donate to these funds and endorses communications to UNH employees about how to donate to these funds, in general, and specifically how to donate through payroll deduction processes.

Erin shared that there are several ways to donate to the three funds in the motion, including through payroll deductions. Erin said that she would appreciate if senators would share information about the fund with their colleagues, especially at this challenging time for students.

There were no questions or discussion. The motion was put to a vote. **The motion passed unanimously with 57 in favor, none opposed, and no abstentions.**

IX. Discuss and vote on Motions on Gender Question on Student Evaluations of Teaching (including motion to amend by substitution) - The Chair reminded the Senate that at the March 2 meeting the Senate was considering a Student Affairs Committee motion to change the composition of the gender question on Student Evaluations of Teaching (SET) forms. At that March 2 meeting, Michel Charpentier made a motion

to eliminate the gender question on the SET forms. The Senate voted to postpone discussion of that motion due to time.

Michel Charpentier reintroduced his motion to amend. This is considered a motion to amend by substitution.

**Motion to Amend made by Michel Charpentier
on the floor of the Senate on March 2, 2020**

Rationale:

1. No matter how the gender question is written, there will be constituencies on campus unhappy about the formulation.
2. The purpose for having a gender question in course evaluation forms is unclear, if not unknown.
3. If anyone needs to tabulate students according to gender for statistical purposes, data is available elsewhere.
4. Even in its current form, the gender question hampers course evaluation anonymity; the proposed new formulation would only make things worse.

Therefore, I move to amend the motion to state that the gender question should be removed from course evaluation forms.

Following discussion, the motion was put to a vote. **The motion passed with 37 in favor, 13 opposed, and 4 abstentions.**

Because this is a motion to replace the original motion another vote must now be taken to pass the motion as amended. The floor was opened for discussion.

Andrew Seal asked how this motion would be communicated given the intricacies of the parliamentary procedure so that some of the parties who were interested in changing the components of the gender question will understand how the Senate came to this final motion. Andrew said that he worries that the motion as written may seem a bit opaque or be open for misinterpretation. He suggested that perhaps some language in the motion or offline would be prudent and courteous to provide in terms of why we are going in this direction instead of implementing the categories that some constituencies requested. David Bachrach replied that it would be useful for him to meet with Nena Stracuzzi and Susan Endrizzi who did the work on the original motion to discuss how to reach out to the various groups to explain how this motion played out.

Erin Sharp suggested that next year's Senate should consider a charge to focus on how UNH asks about gender more broadly in other types of forms.

A friendly amendment was made to slightly adjust the wording of the motion statement. The final motion as follows was presented to the Senate:

**Motion on the Gender Question
in Student Evaluations of Teaching Forms**

Rationale

1. No matter how the gender question is written, there will be constituencies on campus unhappy about the formulation.
2. The purpose for having a gender question in course evaluation forms is unclear, if not unknown.
3. If anyone needs to tabulate students according to gender for statistical purposes, data is available elsewhere.
4. Even in its current form, the gender question hampers course evaluation anonymity; the proposed new formulation would only make things worse.

Motion: Therefore, the Senate moves to remove the gender question from the Student Evaluation of Teaching forms.

The motion was put to a vote. **The motion passed with 52 in favor, 5 opposed, and 1 abstention.**

The Chair thanked the Student Affairs Committee for all of their work on this issue and offered his hope that a lot of that work will be transferrable to a broader question about the university’s use of gender questions and the use of gender data.

X. New Business: There was no new business.

XI. Adjournment: The meeting was adjourned at 4:52 pm

Some UNH Acronyms

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
SVCAA	Senior Vice Provost for Academic Affairs
UCAPC	University Curriculum & Academic Policies Committee (FS permanent committee)
VPFA	Vice President for Finance and Administration