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UNIVERSITY OF NEW HAMPSHIRE
2015-16 FACULTY SENATE XX

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 3:51 p.m. Monday, October 12, 2015 MINUTES SUMMARY

I. Roll – The following senators were absent: Dowd, Franczak, Hasseldine, Kun, and Mellyn. Prescott and Simos were excused. Tara Fulton and P.T. Vasudevan were guests.

II. Remarks by and questions to the interim provost – P.T. Vasudevan announced to the senate that he will meet soon with the five college deans regarding the RCM (Responsibility Center Management). The School of Law and UNH-Manchester will not be part of this conversation. Two of the points that will be discussed include the impact of the new Lecturers Contract on the colleges, and the adjustments, if any, needed to RCM due to the changes in enrollments. So far there seem to be no major concerns regarding back-to-back 3,200 entering classes.

He said that the university's 6-year graduation rate is about 78%, which is higher than the national average. Topics of concern in his office are space utilization, DFW rates (number of Ds, Fs, and withdrawals), course offerings, and excess credits; essentially ways to increase instructional efficiency, as well as ways to increase high engagement learning in all colleges, how to make education affordable and accessible, and ways to make UNH the university of choice.

A senator asked what proactive reminders for emergency procedures exist for the campus community in light of recent shootings on other campuses in recent weeks. The provost replied that Chief Dean and Dean Kirkpatrick have been having this conversation and that more information will be forthcoming. A senator reminded the group about the Violence on Campus Prevention program, which has good resources for suicide prevention. She also recommended the [Kognito program](#), the online training program to identify individuals at risk which was described last year to the senate by David Cross, its director. The program can also be accessed through the [UNH Counseling website](#).

A senator asked about the 1,000 student enrollment drop in COLA in the past 10 years, wondering if it was a result of the increased emphasis on STEM initiatives, or to the increase in enrollments in the Paul College. Vasu replied that the decrease in liberal arts enrollments is a national trend and not related to STEM enrollments. He has asked the senior vice provost for academic affairs to map programs in COLA that can be completed in less than four years. He suggested that COLA might be well-served to bring in someone to provide career advising for its students. It was noted that COLAs enrollments have risen slightly in the past couple of years.

Another senator asked the provost about a comment that he made regarding students who have taken courses they didn't need to take, wondering what that means. The provost

responded that his concern is based on reports from graduates and their parents of courses taken that did not count towards graduation as students had anticipated they would, thus leading to delays in graduation for some.

III. Remarks by and questions to the senate chair – Senate chair Kinghorn announced that university president Mark Huddleston will attend our November 9 senate meeting, and asked the senators to feel free to bring questions for the president at that time.

The senator from Philosophy announced that former senate chair Bill deVries' wife passed away over the weekend. Services will be held at noon this Thursday the 15th at the Purdy funeral home in Dover. He will share more information later by email. Anyone wanting to make a donation can contact him.

The senate chair announced that the new ad hoc Committee on Calendar Options is still in need of representatives from COLSA and CEPS. She said that the fact-based research that will be the work of this committee should be completed by March. A senator asked about the mixture of perspectives of members of the committee; are there both proponents and skeptics? The chair responded that all members of the committee appear to be moderately skeptical, and she anticipates a balanced investigation.

IV. Minutes – It was moved and seconded to approve the minutes of the last senate meeting, September 28, 2015. An error was identified and corrected in Item VI. Thus corrected, the minutes were unanimously approved with no abstentions.

Action Items:

V. Conversation with Tara Fulton, new dean of the library – The new dean of the Library, Tara Fulton, introduced herself and said that in the five months she has been here, UNH feels like a very good fit for her. She noted five things any academic library needs to be in 2015:

1. Intellectual and cultural center for the university. The library is an often overlooked venue for events, particularly Dimond library where book talks, brown bag lunches, lectures, educational programs, or the creation of a Maker Space. She is looking for ways to make our library a dynamic intellectual and cultural center, physically. She has suggested to the Hamel Center that the library take a larger role in the Undergraduate Research Conference. She also reminded the faculty of the Faculty Lounge on the 5th floor, with seating for about twenty-five. It was noted that there are some HVAC issues in that room.

2. Resource for technology leadership and other forms of expertise, including inter-library loan, streaming media, GIS, and other instructional and informational technology initiatives. The library faculty and staff offer expertise in copyright, data management, open access course material and publishing, author's rights, publication venues, digitization, and metadata. All of these services are offered free of charge. The librarians value collaborating with faculty in all aspects of education from teaching to community outreach to creation of artistic works to advising of doctoral students.

Tara announced that one third Library faculty will be retiring in the next two years. Those who remain will be conducting searches. A new colleague has been hired to head up cataloguing/metadata, as well as a librarian to support COLSA with life sciences and agriculture expertise. Two searches are going on this semester, one to support the Paul College and another in Life Sciences and Geo Sciences. There will be more positions defined as subject librarians to support specific colleges.

3. Partners in informational literacy, critical thinking, digital media literacy, education and related areas. The library has a strong history of working with the English 401 students, reaching about 80% of first-year students. Tara said that the current orientation for students to the library is quite generic. She'd like to see information literacy components built into particular programs and majors so that upper-division and graduate level, the library is working with departments to make sure that the graduates are familiar with databases, journals, and methods of information distribution in their fields.

4. Home of the university archives, scholars' repository, and other administrative and intellectual production from the campus. The library dean said that the newest technologies select cultural products to include faculty research productivity in the library archives. Faculty members, in line with copyrights, thus have a venue to get their publications into open access. The UNH library faculty and staff are happy to work with individuals or whole departments who would like to access this service. She also said that the library will be highly active in the upcoming sesquicentennial events and programs.

5. Books and collections, both physical and electronic. Tara noted that tight funding has created challenges for keeping the stacks current. She also said that she intends to work with the faculty on decisions regarding materials held in the stacks. She thanked the members of the senate Library Committee for their efforts.

She also thanked the senate as a whole for their discussions last year on the future of the Physics library, and the deselection project. She said that she has work to do to rebuild the trust of the faculty.

A senator asked who a faculty member could contact if they wanted to utilize spaces in the library for brown bag lunches or other events. Tara responded that anyone in the library dean's office could help with that. The dean's assistant is Robin Heifer. The assistant dean is Tracy Lauder.

Another senator asked if there is a plan to migrate VHS/DVD materials into digital formats, as some classrooms cannot play this media. Tara said that some VHS material is so old, it makes more sense to seek other available formats of the same material rather than migrating into digital formats. She said that the department's subject librarian would be a good resource for questions about media formatting.

A senator said that he would like to see more information coming from the library regarding available resources. Tara responded that this is the kind of outreach that the liaison program/subject librarians are tasked with carrying out. She said that she expects to see more promotion of library resources during her time here. It was noted that there is some disparity

from department to department in the frequency of communications from the subject librarians, and Tara said that she hopes for better communication in the future.

Tara asked the senators to be watching for surveys seeking their input, and invited the senators to bring questions and concerns to the senate Library Committee chair.

A senator offered praise to the library for their film collection, with its 24-hour access. He asked if there were any plans to acknowledge the upcoming anniversary of the major renovations done to the in the 90s, to remind the community of the remarkable story of that renovation. She said that 2017-18 marks the twentieth anniversary of that project.

A senator asked about the GIS data clearinghouse regarding who will be running it, and if there is a centralized location to pursue a project using the GIS where assistance with the system might be available. The senator from the Library said that there are a few work stations on campus to use the GIS. Tara said that she would like to hire an Earth Science GIS librarian to facilitate use of the GIS. She said that one option is to set up individual labs which can be open certain hours in a particular discipline for use.

The senator from the Library said that a search has begun for the Earth Science librarian. Michael Palace is on the search committee. She also said that there is a [Geospatial Services Center](#) in Dimond Library (337) where work study students are hired to help. The hours are limited, but there is equipment available all the time. Ellie Clement is the interim Biological Sciences Librarian and is over this area.

A senator noted that the GIS is essential to non-earth science departments as well, and asked if there are support systems or personnel in place for other departments. Tara replied that the library can provide such support as a centralized resource.

A senator asked if the Boston Consortium is working well. Tara said that it is a very active group, and that one of the latest projects of the group is work on a grant for a project called “EAST,” which provides shared collection storage. This project would provide help for research libraries that are currently running out of space and reducing volumes or archiving volumes off-site. The project involves the services of a company which will provide catalogue information from libraries in the region to compare for overlap and provide access on behalf of Northeast Research Libraries.

Discussion/Report Items:

VI. Report from senate Library Committee on IAWG – Todd Demitchell, chair of the senate Library Committee (LC), discussed some of the recommendations made by the Information Access Working group in their report of May 15, 2015.

1. Greater connections between library liaisons and departments to identify courses within majors that can be used to complement library instruction
2. Monitor the shift to digital information
3. Future space recommendations, including high quality off-campus storage

4. Natural Sciences Resource Center – continue to collaborate between COLSA faculty and others.
5. Branch Libraries – recommendation to keep the Physics library open and in its current location.

Todd said the Library Committee's intent is to continue to work closely with Library Dean Fulton on the implementation all of these topics, offering the following statement:

The Faculty Senate Library Committee has reviewed the Information Access Working Group's (IAWG) Final Report of May 15, 2015. We discussed the report with Dean Fulton and the Chair of the IAWG, Dr. Bill Ross. We recommend that the Library Committee work closely with Dean Fulton and receive updates on any changes proposed in response to the IAWG report. As per our charge, this recommendation specifically includes any plans or proposed changes to the Physics Library. We endorse the Dean's ongoing efforts to provide a high level of collaboration and communication between her faculty and the departments, centers, and schools of the university, to ensure that the critical resources provided by the UNH Library continue to serve the full spectrum of academic programs and research activities at UNH.

The senate chair thanked the committee for their work, and emphasized Dean Fulton's stated commitment to work closely with the senate Library Committee.

VII. Report and motion from the TEVC – Alberto Manalo, chair of the Teaching Evaluation Form Implementation Committee, shared his committee's report on possible changes to the wording of three questions in the Student Evaluation of Teaching for UNH Online and other online courses, noting that the language for an evaluation of a face-to-face class may not apply well to an online course. The motion follows:

Rationale

On April 27, 2015, Faculty Senate XIX approved a motion to modify the following questions in the student evaluation of teaching for eUNH and other online courses:

Question 4: Was well prepared for class

Question 6: Encouraged discussion and/or questions

Question 10: Was available to students outside of class.

The ad hoc teaching evaluation committee proposed to modify these questions because, in their current form, they are not directly applicable for online courses.

Motion

The ad hoc teaching evaluation form implementation committee moves that the following changes be implemented for Questions 4, 6, and 10 in the student evaluation of teaching for eUNH and other online courses offered by the University of New Hampshire:

Question 4: Organized the course content in a way that helps the students meet the course objectives

Question 6: Encouraged the sharing of ideas among course participants

Question 10: Remained available to students via telephone or electronic communication

A senator asked if there were not a similar question regarding course content in the original evaluation. Question 2 in the original pertains to course content, but Alberto suggested that this new Question 4 has more to do with organization. Another senator asked if these new questions have been tested on students to see how they interpret the meanings. A senator reminded the group that eUNH is no called UNH Online.

There followed an energetic discussion regarding the language that might be used to extend the meaning of the original Question 4 into the structure of an online teaching/learning experience. Some of the suggestions made follow:

- remove “content” and use “modules” or “units” instead
- use “presented” instead of “organized”
- “...presented each module or unit in a way that makes the content accessible and course objectives attainable”
- “...presented each module or unit in a way that makes the content accessible in a timely manner.”

After some discussion, there were several suggestions to simplify the language rather than make it overly specific. The senate chair recommended vetting various suggestions in departments for feedback. Another senator pointed out that being prepared means having materials ready for class, regardless of the course content. A senator asked if there was a need to have different language for online or face-to-face classes. It was suggested that the committee look to comparator institutions for the wording they use on their evaluations. Some of the next suggestions were:

- “...presented course content effectively”
- leave wording it as is – “was well prepared for class”
- “presented the course content in an organized and timely manner.”

Another senator asked if the senate could approve Questions 6 and 10 and send Question 4 back for re-evaluation by the committee. A senator suggested again asking students for their interpretation of the questions, saying that evaluations often come down to whether or not a student liked the class much more than the meaning of any particular question.

The Graduate Student Senate representative said that many students don’t really understand the import of the questions asked on the evaluations. One senator relayed that several students were discussing in class that they had been told that all 1s and 5s were thrown out, so students should not use them on the evaluations. She asked how such urban legends can be dispelled.

Alberto said that he would take these suggestions back to the TEVC. The motion will lay over until the next meeting for further discussion.

VIII. Report from ITC on Host Checker – Siobhan Senier, chair of the senate Information Technology Committee, said that in reviewing the additional information on Host Checker and the UNH VPN, her committee determined that these changes will impact staff and not faculty, and that for now, there is no need to seek any adjustments to the proposed changes. The report follows:

Host Checker will affect access via VPN to Banner and Identity Management only. Banner is UNH's accounting system; Identity Management is the HR system. Each is used by accounting staff rather than by faculty. For the time being, at least, Host Checker will not affect WISE, the system that some faculty use to approve student time sheets and verify time allotted to external grants.

Host Checker seeks to confirm:

- *that antivirus software is installed (the list of accepted antivirus software is huge, in the thousands)*
- *that the antivirus software's list of known malware is up-to-date (within seven days)*
- *that there is no known malware running on your computer*

On Windows, it will also require that Microsoft "Active Protection" and "Client Firewall" are enabled. It does not run any checks on Linux computers and mobile devices.

In the future, IT might want to add disk encryption as another Host Checker requirement to access Banner (e.g., to prevent data breaches of UNH employee SSIDs, etc., in the case of a lost laptop); but that would be a large undertaking and a new conversation.

The IT Committee agrees that, in its present form, this VPN addition seems reasonable and unlikely to affect faculty in any case.

The senate chair accepted the ITC's report and thanked them for their time.

IX. New business – A senator asked about the report from the Discovery Review Committee. The chair said that the senate Academic Affairs Committee will offer their report on this at the October 26th senate meeting. The DRC report will be included in the agenda for that meeting.

A senator asked about the provost's comment about reducing redundant Discovery courses, asking if this will make it more difficult to create new Discovery courses. The chair said that the issue raised by the provost is an advising issue, not a Discovery issue, pointing to the Curran report and its recommendations regarding improved academic advising at the university. Another senator said that faculty should encourage students to take a wide range of courses in which they have interest, even if they don't "need" them; this is part of the education process. Another senator pointed out that the provost has identified this as an advising issue, and that his concern had not been for choices that students made to take extra courses, but rather mistakes made which resulted in students taking the wrong courses. A senator mentioned the DegreeWorks software being implemented by the university to help with advising.

X. Adjournment- It was moved and seconded to adjourn the meeting at 5:05 p.m.