

UNH FACULTY SENATE  
MOTION #XXII-M8  
*to address the use of common hour time*

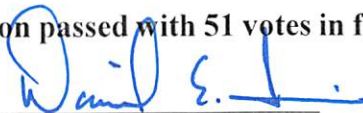
1. Motion presenter: Shelley Mulligan, representing the Academic Affairs Committee
2. Dates of Faculty Senate discussion: 2/26/18, 3/19/18
3. **Rationale: Preface:** This motion was created by Academic Affairs Committee in response to a Student Resolution which was passed by the Student Senate unanimously Oct 2017:

*Be it resolved by the Student Senate of the University of New Hampshire to urge the Registrar's Office to disallow classes held during common exam time, and Be it further resolved to urge that common exam blocks only be designated periods for professors to hold exams and make-up classes.*

The AAC did a brief survey of College administrators (4 associate deans, 25 chairs), asking them to report on their opinions of the use of common hour time. Overall the data show that the majority of UNH Departments feel it is important to keep the common hour time for its intended purposes knowing that there will be some exceptions when classroom space or schedules make doing so impractical. The intent of the motion is not to change current policy, but to remind those making decisions from Offices of the Dean, and the Registrar's Office to follow current policy, and schedule courses during common hour times only after careful review and determining that there are no other viable options related to classroom space, faculty or student schedules.

**4. Motion: The Faculty Senate supports the resolution passed by the Student Senate of the University of New Hampshire (Student Senate XXXIX – R1 – Disallowing Classes During Common Exam Blocks, October 1, 2017). We urge the Registrar's Office to minimize the scheduling of undergraduate classes, including labs, during common exam time so that this time can be used as time blocks for instructors to hold exams and make-up classes as stated in section 04.16 of the Student Rights, Rules, and Responsibilities handbook. The regular scheduling of classes during common hour times should only be made by the Registrar's office after discussions with the college deans' offices, and then only when it is determined that there are no other feasible scheduling options in consideration of classroom space availability, or faculty or student scheduling conflicts.**

**5. Senate action: The motion passed with 51 votes in favor, 4 votes against, and 0 abstentions.**

6. Senate chair's signature: 

Forwarded to the following on April 3, 2018

President Mark Huddleston  
Provost Nancy Targett  
P.T. Vasudevan, Senior Vice Provost for Academic Affairs  
Andy Colby, Registrar  
All deans  
All department chairs