Meeting called to order at 3:45 p.m. Monday, November 23, 2015  MINUTES SUMMARY

I. Roll – The following senators were absent: Brewer, Franczak, Kun, and Wilder. Beller-McKenna, Berglund, Carroll, Negron-Gonzales, Prescott, and Wright were excused. Dorsey served as proxy for Mellyn. Jaime Nolan, Donna Marie Sorrentino, and P.T. Vasudevan were guests.

II. Remarks by and questions to the interim provost – Provost Vasudevan told the senate that he had hoped to have a report on the new RCM, but that those comments will come sometime next spring. He said he will be meeting soon with the Senate Finance and Administration Committee.

Referencing the search for a new dean of students which was begun earlier this year and then put on hold, Vasu informed the senate that he has received numerous positive reports about the work that Ted Kirkpatrick is doing as the acting dean of students, while he continues his work as associate dean of COLA. These reports have come from undergraduate and graduate students as well as his direct reports. In light of the extraordinary job that Ted is doing dealing with current issues with student affairs, it seems that the best course of action is to recommend Ted as permanent senior vice provost/dean of students at UNH. Vasu said that Ted provides stability and a depth of familiarity with the community.

A senator pointed out that Ted has offered the same kind of stability and institutional memory for COLA and expressed concern about the vacuum left in the dean’s office in this change. Vasu said that Ted has agreed to offer support and help to the COLA dean’s office as needed in transition.

Another senator asked if the administration is replacing one vice president with two vice presidents, and Vasu replied that we are not. There has been a redistribution of responsibilities since Mark Rubinstein’s departure, but no new positions have been created. The VP position that Mark held has been reorganized to a VP for Enrollment Management, and some of Mark’s former responsibilities are now in the office of the Dean of Students, which position existed before.

A senator asked the provost if there might be a statement of response by the university to the CNN documentary on sexual assault on American university campuses, “The Hunting Ground,” expressing concern that parents may be very concerned for their students’ welfare after viewing the program. Vasu said that he was not aware of any statement to be issued, but suggested this might be a topic to address later in this meeting with Jaime Nolan.
Another senator said that in the nine years she has taught at UNH, the reduction of faculty in her department has required the stacking and even cancellation of classes, and she asked if the administration has considered similar forms of consolidation and reduction of administrative positions as academic departments have been forced to deal with, in order to save the university money. The provost pointed to the consolidation of the Center for International Affairs and the Office of International Students and Scholars, in which two offices were consolidated in order to save positions and to find a way to house both under the same roof. He suggested that if some administrative offices were moved to the Goss building in the future, that might be an opportunity to combine some of these resources.

The chair of the Senate Finance and Administration Committee said that that group has been looking at the number faculty at UNH over time and have noticed that the number of tenure-track faculty has been very static since about 1998 (at around 600 positions), while the number of student enrollments and the number of administrators have both risen dramatically. Vasu said that he has been gathering data on faculty and administrative hires to share with the senate. He agreed that the number of TT faculty has not risen much until recently, but that those numbers are beginning to climb again. He also pointed out that the total number of faculty, including CCLEAR faculty, has risen to nearly 1,000 in that time period. A large number of those non-TT positions have been in COLA with the increase of lecturer positions to support the teaching mission of the faculty. A senator asserted that in some departments there are not enough tenure track faculty to cover the service responsibilities of department faculty, and asked the administration to consider all three parts of the tenure-track faculty mission; teaching, research, and service.

A senator commented on the changes in the campus community over the past twenty years, with some faculty asserting that the university human capital was being diminished by administrative choices to invest in buildings. The provost referenced the recent Gallup survey that showed UNH in a positive light, with retention and graduation rates above the national average. He noted the expansion of the Paul College as a building project that met serious space needs.

Another senator asserted that retiring tenure-track faculty seem to be replaced by lecturers while departing administrators seem to be replaced by higher-level administrators. The provost said that he would like to wait to see what the data that he is gathering reveals before exploring that question.

Another senator said that the administration asserts that the reduction in tenure-track positions has not negatively impacted the quality of education at UNH, but she is not sure that that is true, saying that the loss of faculty positions in her department has had a serious impact on the quality of teaching there. The provost responded that the Academic Standards and Advising Committee (ASAC) reviews Discovery courses and looks at class occupancy rates, which reveal that certain classes have a high demand (85% occupancy) and other classes with low demand (10% occupancy). This raises a question of whether it makes sense to collapse or expand certain courses, but the provost said that these decisions are for the college deans to make.
A senator asked, with COLA currently functioning at a deficit, if the provost has a role in helping COLA even out their budget. Vasu said that that is exactly what he is working on now, and expressed concern that the college is not only running at a deficit but also experiencing reduced enrollments. He said that the university’s new contract with the lecturers’ union will cost around $1.1 million over two years, impacting the college budget.

A senator asked if the occupancy rates were figured according to the caps set by professors on their own classes. The provost was unsure if that is what is used or if it relates to the capacity of the room. Another senator, who served on the COLA dean’s enrollment committee last semester said that the figures come from the number of seats, and pointed out that some classes may appear under enrolled for a variety of reasons, such as independent studies, Honors sections of larger courses, or music instruction classes, all of which require low enrollments. She said that the committee’s determination was that there are some departments that need to evaluate enrollments for specific courses, but that the group was not comfortable with the implication that there is a serious issue of under-enrollment across the college.

Another senator asserted that enrollment capacities seem to be a capricious measure, and encouraged the holistic examination of departments. He said that there are small majors which provide lower level service courses that are important to the academic community. A senator asked if the impact of student social media reviews on enrollments has been examined.

The senator from the Social Work department said that their department, unlike some in COLA, is running at capacity and that their difficulty is in hiring new faculty, as the department is not getting approval for desired hires. The provost said he thought that all requests for positions in COLA had been granted. The senator replied that he was on a hiring committee that was canceled by the provost’s office, although there was approval to hire additional lecturers. The provost asked the senator to send more details to him and he would review the matter. He said that approval of hires for lecturers does not come from the provost’s office.

### III. Remarks by and questions to the senate chair – The chair updated the senate on the ongoing search for a new provost, saying that a candidate is on campus today, and reminding the group that the candidate forums will all be placed on Blackboard for faculty to review. A Qualtrics survey has been set up for feedback.

A senator asked if the COLA dean could be invited to speak with the senate regarding the financial issues the college is facing. Deb said that it would be more appropriate to ask the dean to speak to a gathering of COLA faculty. A senator from CEPS said that their dean holds regular town-meeting-style meetings, and that each college also has its own faculty meetings regularly. Another senator noted that departmental chairs meet monthly with the deans, and faculty can send questions with their chair to raise at these meetings.

### IV. Minutes – It was moved and seconded to approve the minutes of the last senate meeting, November 9, 2015. Suggestions for corrections were offered in Items III, VII, and VIII. Thus adjusted, the minutes were unanimously approved with one abstention.

**Action Items:**
V. Motion from Senate Agenda Committee on creating a policy for approval of courses without departmental/college home – Buzz Scherr of the Agenda Committee reported that the AC has determined that it would be helpful to have a policy in place for providing a second level of faculty approval for courses proposed in programs that do not belong to any particular department or college. The motion follows:

**Rationale:** The agenda committee has been presented with the following issue: what entity provides a second level of faculty approval for a course that does not have a college (or even department) home?

There is currently no policy as to how to handle this kind of circumstance, i.e., to which committee should the courses be sent? The agenda committee recommends that UCAPC be the default committee to which such course approvals should be sent, understanding that another committee may be more appropriate in a particular instance. For example, recently, it made sense for the Discovery Committee to take on the bundle of courses related to the Dual Major in Sustainability as per the UCAP report approved by the Senate.

**Therefore, the Agenda Committee submits the following motion:**

When a course without a college level or departmental home needs approval, UCAPC shall be the default faculty committee to which the course will be sent for approval, recognizing that circumstances may exist where another committee is more appropriate, as determined by the Agenda Committee.

A senator asked how many courses actually exist that require this kind of unusual approval, asserting that the departmental home of any course is the department that receives the tuition revenue. It was clarified that while every course has a departmental point of origin, interdisciplinary courses have no single college-level approving entity. A member of the senate Agenda Committee said that rather than having the administration seek approval for courses through that body, it seems wise to seek a policy for these odd courses.

The motion was put to a vote and passed with 40 votes in favor, none opposing, and no abstentions.

**Discussion/Report Items:**

VI. Motion from Senate Finance and Administration Committee regarding the Central Budget Committee – Dan Innis, co-chair of the Senate FAC, said that the university’s current budget plan (Responsibility Center Management – RCM) may seem like a black box to faculty, who have historically had access to information and input on the budget through the Board of Trustees and the Central Budget Committee. The CBC used to meet monthly with representatives from each college as well as representation from the Senate FAC. While faculty input was advisory on this committee, there was good cooperation and the sharing of pertinent information. Dan informed the group that the CBC has not met in nearly two years. As the only venue for faculty representation on budget matters at the university level, the
absence of the CBC leaves quite a vacuum of information. The Senate FAC has drafted the following motion:

The Faculty Senate is the one body on campus that is intended and designed to be fully representative of the Faculty, especially in matters pertaining to the University's academic mission.

The Faculty Senate serves a primary role in the shared governance structure at UNH and principles of shared governance state that “The faculty has primary responsibility for such fundamental areas as curriculum, subject matter and methods of instruction, research, faculty status, and those aspects of student life which relate to the educational process. On these matters the power of review or final decision lodged in the governing board or delegated by it to the president should be exercised adversely only in exceptional circumstances and for reasons communicated to the faculty” (http://www.unh.edu/provost/section-2-faculty-governance-and-faculty-senate#s2) .

The Finance and Administration Committee of the Faculty Senate is charged with providing institutional oversight and guidance regarding how the University establishes priorities and allocates scare budgetary resources. The UNH Faculty Senate motion XVI-M17 passed in 2012 called upon Central Administration to provide timely and complete budgetary information related to resource allocation and revenue generation to the Faculty Senate so that the Faculty Senate can provide timely action and responsibly discharge its oversight of the academic mission.

Faculty Senate representation on the Central Budget Committee has been the primary venue for faculty oversight of and engagement with the University’s financial affairs; however the Central Budget Committee has stopped holding regularly scheduled meetings, does not currently have a meeting scheduled for the 2015-16 academic year, and Central Administration is discussing whether this is a necessary committee to continue. Without this regular meeting, the Faculty Senate is not able to obtain timely and complete budgetary information or to actively and meaningfully participate in budgetary decisions that directly affect UNH’s academic mission (e.g., strategic initiatives like enrollment management and STEM programming, allocation of resources supporting students and faculty). Therefore,

Let it be resolved that the Faculty Senate calls on the Central Administration to either (1) ensure that the Central Budget Committee convenes a meeting before the end of the calendar year and continues meetings on at least a quarterly basis or (2) ensure that the Faculty Senate has representation on the committee or committees where UNH’s financial affairs and budget matters are being discussed and decided and that this membership occurs immediately. Faculty Senate membership on financial affairs and budget committees is required under the shared governance structure of the University.

In conversation with the new vice president of finance, Dan learned that he was not aware of the existence of the CBC. When Dan requested engagement of faculty in budgetary matters, even in a quarterly meeting of the CBC, the VP of finance seemed open to the suggestion.
A senator asked Dan which of the two options above was preferred. Dan responded that either option is preferable to the current situation.

A senator suggested replacing “or” at the end of item (1) above with “and,” suggesting that it was appropriate to call for both changes. The FAC agreed that this would be a friendly amendment.

Another senator asked if monthly meetings were not preferable to quarterly ones in order to keep faculty fully informed and up-to-date on budgetary matters. Dan was agreeable to that suggestion, as well. A senator noted that on the Senate Campus Planning Committee, many matters of finance are brought up, but that the senate committee has little power and serves mostly an advisory role. Dan agreed that the role is advisory, but that senate committees can apply some political pressure to effect changes. Erin Sharp, co-chair of the FAC, said that it is important that the committee make it clear to the new VP of finance the kind of input that faculty would like to have.

There was a discussion of the changes that have occurred since RCM has become the model at UNH; Dan said that deans are not able to anticipate changes, and that they are also less engaged without the CBC. Historically, the CBC was comprised of deans or deans’ representatives, facilities staff, students, faculty, and administrators, with four of the seventeen members being faculty. A friendly amendment was suggested to call for a similar percentage of the committee membership to be faculty representatives.

A senator said that faculty should be looking for more areas like this in which to promote shared governance. Another senator said that faculty may tend to underestimate the moral force of motions from the senate, and that this motion is an important statement. Another senator suggested that it is in the administration’s best interest to get feedback from faculty so that problems can be worked out before the formal announcement of policies with potential for controversy. A senator asserted that this kind of engagement is helpful in challenging the status quo.

The senate chair thanked Dan for his presentation, and encouraged the senators to share the motion with their departments and share any wordsmithing suggestions with Dan or Erin Sharp. The FAC will bring back a revision of this motion, which will lay over to the next senate meeting.

VII. Conversation with Jamie Nolan and Donna Marie Sorrentino – The senate chair welcomed back the associate vice president for campus community, diversity, and equity, and introduced Donna Marie Sorrentino, the UNH Title IX Coordinator. Jamie thanked the faculty for their participation in the Campus Conversations as well as the student protest last week.

Donna Marie handed out three documents that Jaime had said were in the works at the time of the last senate meeting. One was a UNH Faculty and Staff Quick Guide for preventing sexual violence and harassment in our community. The second was a more detailed guide for faculty and staff. The third was a similar guide intended for students. Each of the documents provides contact information for anyone who needs to report concerns. The faculty/staff guide gives directions for mandated reporters, and the student guide provides additional
information about confidential support services. These documents will be shared with faculty, staff, and administrators.

In all cases, reports of sexual violence or harassment should be made to Donna Marie Sorrentino [(603) 862-2930/(603) 862-1527 (TTY), www.unh.edu/affirmativeaction and dms.unh.edu], and Chief Paul Dean [(603) 862-1427 (TTY users 711 Relay NH), www.unh.edu/upd]

Jaime said that her office is still working on a standardized statement to be included in course syllabi, but that she will share the options for that soon.

A senator asked what guidelines exist for the reporting of other kinds of violent acts on campus. Donna Marie said that these Title IX guidelines are specifically for sexual violence and harassment, but that any act of violence should be reported by calling 911. She clarified by saying that acts of violence between partners in a relationship fall under Title IX, including domestic violence, abuse, dating violence, and stalking. She reminded faculty that it is not their job to determine the nature of the event, but simply to report it when they learn of it. A senator asked how faculty should report an event; must names and other details be included? Should the UNH police be contacted? Another senator asked if there are other types of violent acts for which faculty are mandated reporters. A senator asserted that the faculty are seeking exact criteria, but that such criteria can’t be given because of the legal ramifications. He said it would be helpful for faculty to know who to contact when they have concerns.

Donna Marie said that she and the campus police will have the information that faculty will need to know how to proceed.

There followed a conversation in which several senators expressed concern about not wanting to break the trust of their students by reporting against the students’ will, particularly if the students are reluctant to involve the police. Donna Marie said that reporting an incident does not automatically trigger a full-on police investigation. A senator asked how much control students have once an incident has been reported. Donna Marie said that the first step is for the student to meet with her to determine what they want to do and let them know of the support services available to them. She stipulated that, should any report alert her to a direct threat to public safety, she must report it regardless of the student’s desires.

A senator noted that there is no indication on the Student Guide handed out today that faculty are mandated reporters, and suggested that this is important information for students to have. Donna Marie agreed that students must be educated as well as faculty. She said there is a mandatory training module that all freshmen must complete that informs them on details of mandatory reporting. The requirement applies to all three USNH campuses.

A senator said that the AAUP website offers some contradictory information regarding faculty as mandatory reporters, and asked why UNH has chosen this particular interpretation of Title IX. Donna Marie replied that employees at a university are expected to have positions of authority over students, which places them in the position of mandatory reporters. UNH’s legal counsel is investigating various interpretations. The Snyder letter of 1999 is the foundation for a NH state law that says that any suspected cases of sexual harassment within
an institution must be reported. Title IX goes beyond the Snyder letter. Jaime noted that while there are conflicts of policy, precedents are being set.

A senator said that the documents handed out today are very helpful in informing faculty, and recommended that a tool like the Kognito program demonstrated last year by David Crosby regarding students at risk would also be helpful in processing this information. Donna Marie said that similar programs are being explored.

The representative for research faculty asked if research assistants would also be considered mandatory reporter. Donna Marie said that it depends on the relationship with the students; if there is a supervisory or evaluatory relationship, mandatory reporting is required. It was noted that reporting is also expected for classmates and colleagues. If an incident occurs someplace besides one of the three campuses, it would be best to contact Donna Marie for guidance on reporting.

A senator said that she feels very unprepared at this point, and suggested training for new faculty orientation, preferably some sort of face-to-face training regarding counseling issues, legal issues, as well as the social skills involved in these situations. She suggested optional workshops for those who are interested. She also asked if the mandatory reporter status of faculty might actually stifle disclosure on the part of students.

A senator asked about the implications of Title IX on research proposals, and the new language regarding Title IX. Donna Marie said that UNH legal counsel is addressing this issue to support the continuation of grants and research while giving guidance to faculty involved regarding potential disclosure. Julie Simpson, UNH Director of Research Integrity Services, is currently watching for Title IX triggers.

A senator referred again to the CNN documentary “The Hunting Ground,” and suggested that the training and information on Title IX it would be helpful to include the broader context of the problem so that these guidelines don’t feel like bureaucracy but rather a method by which we can create a safe community.

A senator asked for clarification of the Wolowitz report, which was referred to earlier. Donna Marie said that Wolowitz is the name of a lawyer who handled a controversial incident on campus. His report was followed by a larger, system-wide report reviewing how Title IX has been handled at UNH.

The senate chair closed the discussion due to time constraints, and encouraged all senators to read the materials shared by Jaime and Donna Marie and to send any additional questions to them.

VIII. Summary report of Senate Session XIX – Due to time restraints, this report from past chair Alberto Manalo was postponed until the next meeting.

X. Adjournment- It was moved and seconded to adjourn the meeting at 5:30 p.m.