University Senate Meeting

September 6, 2023

Senators and Deans

- Log in to **PointSolutions** on your mobile device or web browser (https://ttpoll.com).

- Enter the Session ID: **senate2023**

- Click **Join Session**

UNIVERSITY SENATE

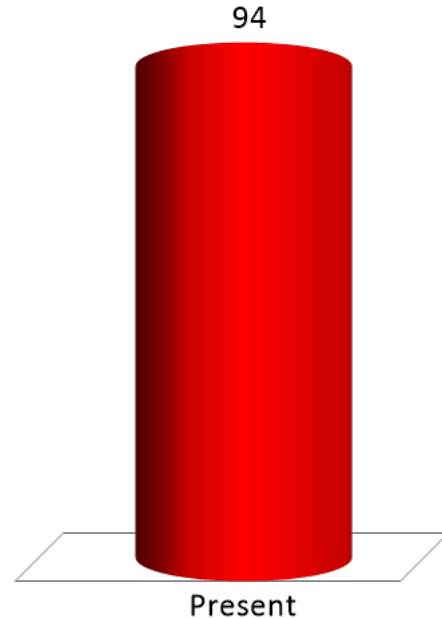Go to **PointSolutions** on a mobile device or at https://ttpoll.com/
Session ID: senate2023
Quorum: 91

Senators & Deans: Press 1 in PointSolutions to indicate that you are present for quorum purposes.

The meeting will start once we reach the Quorum number above.

1. Present

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Present

Agenda

1.   Call to Order

Agenda

2.   Approval of the May 9, 2023 Senate Minutes (Action)

Agenda

3. Report of the chair

Report of the Chair – SEC Meeting

- Under the Senate's procedures, the Senate Executive Committee is responsible for setting the agenda for each Senate Meeting and also charges the standing Committees of the Senate and University Councils with specific reviews.

- The SEC met on August 21, 2023 for the first time this academic year and reviewed and approved the placement of all of the items on the agenda for the Senate meeting today.

- I will be announcing additional Committee Charges at future meetings. Senators can follow the work of the committees through the agendas for their meetings on the Senate website or through tracking their charges on the Senate legislation page.

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Report of the Chair – Procedures and Guidelines

- All University policies and expectations for appropriate conduct continue to apply during virtual Senate meetings.

- The Senate meeting today is being recorded (which is consistent with our normal in-person meetings.) In this case, the entire Zoom meeting will be recorded but we will only save the audio from the meeting - the video recording will not be preserved.

- All participants have been muted upon entering the meeting.

- The chat feature is only enabled for Senators. In addition to comments or questions, Senators and Deans can raise "**Points of Order**" by simply stating **"Point of Order"** in the Chat box.

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Report of the Chair – Procedures and Guidelines

- We will **NOT** respond to questions, comments, or technical difficulties in the Chat box. Any Senator or attendee who has technical difficulties should email senate-admin@umd.edu for immediate assistance from our staff.

- When the floor is open to discussion, Senators and Deans may use the "**Raise Your Hand**" feature, which you can find at the bottom of the Zoom window, to be called on to speak. If you click on that feature, your name will go to the top of the participants' list and I'll call on you and unmute you.

- While the Senate meeting is open to all members of the campus community, only Senators and Deans may vote or speak on the Senate floor without an introduction. Senators and Deans may also introduce members of the campus community to speak during discussion.

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Report of the Chair – Procedures and Guidelines

- If a Senator is introducing someone else to speak, the non-Senator should also raise their hand. I will unmute and speakers can unmute when appropriate.

- When an Action item must be voted on, Senators and Deans will use their mobile device or a web browser to vote through PointSolutions by pressing or clicking the circled numbers on the bottom of the voting slide. Action items are noted on the agenda.

- For action items, Senators will vote **1-in favor; 2-opposed; and 3-abstain** and the results will display on the screen immediately after the voting closes.

- Senators may change their vote until the voting period closes. The last number selected will be the final vote.

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Report of the Chair – Procedures and Guidelines

- Are there any questions about any of the procedures or guidelines that I have described? If so, please use the "**Raise Hand**" feature.

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Report of the Chair – 2023 BOR Staff Awards

- Two of our University's nominees were selected for an award this year:
  - **Archilline Tablada** for Outstanding Service to Students in an Academic or Residential Environment, and
  - **Todd Waters** for Extraordinary Public Service to the University or Greater Community
  - Each awardee will receive a $2,000 stipend and a plaque in recognition of the award.
  - The awards will be formally presented to the awardees at the Board of Regents September meeting.

Archilline Tablada

Todd Waters

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Report of the Chair – 2023 BOR Staff Awards

- Archilline and Todd, I commend you for your impressive accomplishments and thank you for all you do for our University.

- On behalf of the Senate, Congratulations to both of you.

- I would also like to thank Daniel Ostick, last year's Staff Affairs Committee Chair and the committee itself for their work in reviewing the nomination packets last year.

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Report of the Chair – Senate Office Staffing Updates

- There have been some exciting additions to the University Senate office. Rebecca Riley started as a coordinator in the office on August 14th.

- We are still in search of our third coordinator position. The position was posted with a best consideration date of Wednesday, August 23.

- We were able to change and reclassify the Program Management Specialist position, which was a non-exempt position to an exempt position. This is now an Administrative Coordinator position, which will manage the Senate and SEC. The position will also help with administrative workload and daily operations of the University Senate Office. The position was also posted with a best consideration date of today, August 21.

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Report of the Chair – Progress on Senate Communications Working Group

- In May 2023, a Senator Communication Working Group was created to create a way for Senators to communicate with their constituency and launch at the beginning of the 2023-2024 academic year. T

- he working group diligently worked hard to complete their work and have developed a mechanism for Senators to communicate with their constituents.

- The working group has divided 45,569 constituents into 193 groups that our 217 Senators will represent. The details of how to access your group will be shared in our upcoming special order presentation.

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Report of the Chair – Progress on Senate Communications Working Group

- A special thank you to the members of this working group, Nicole Joie (Office of Marketing and Communications), Veronica Marin (University Senate), Past Chair Rochelle Newman (BSOS, Hearing & Speech Science) and Axel Persaud (Division of Information Technology) for their hard work and dedication to create a communication system for our Senators.
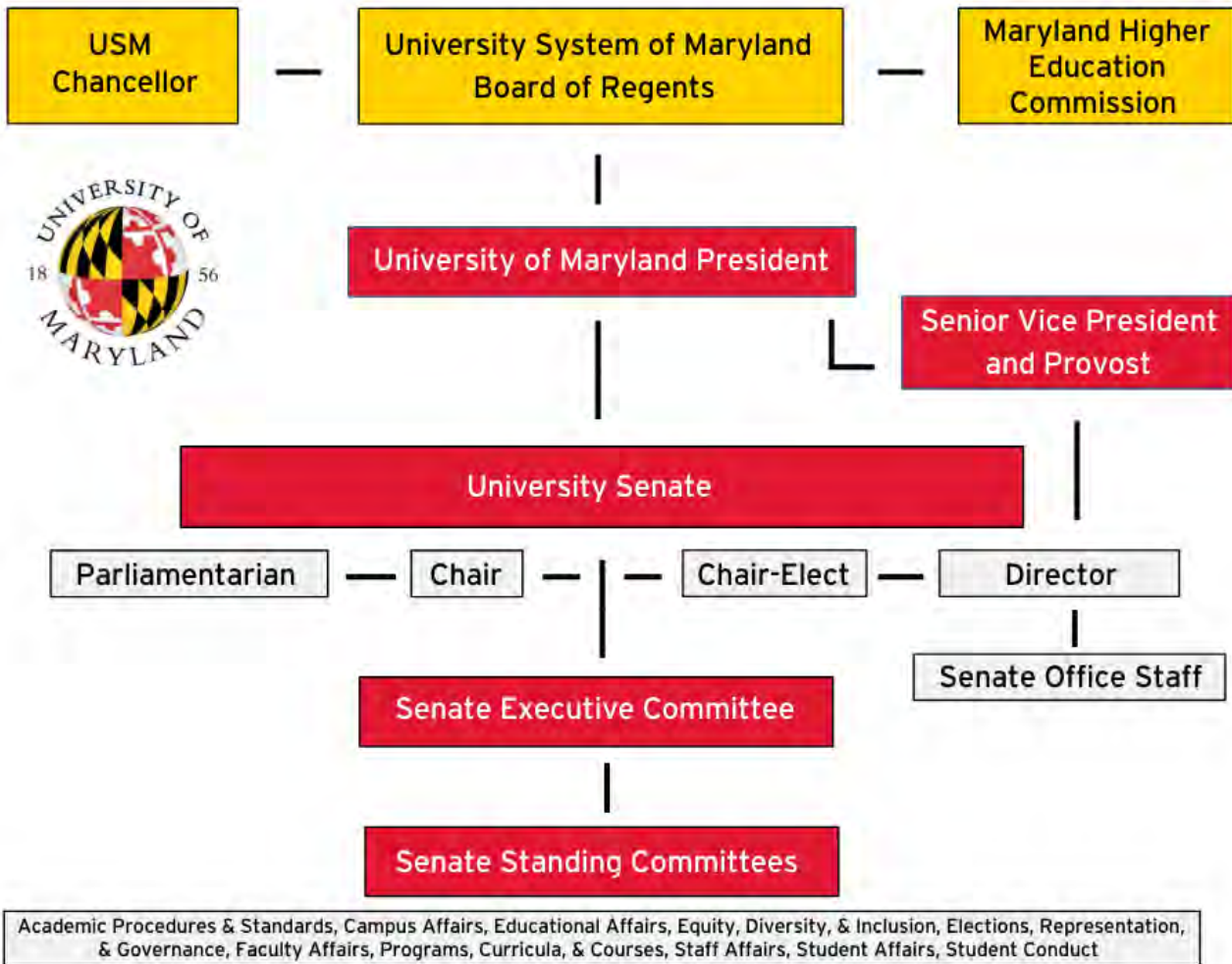
UNIVERSITY SENATE

Agenda

4.   Special Order
      Veronica Marin
      Director, University Senate
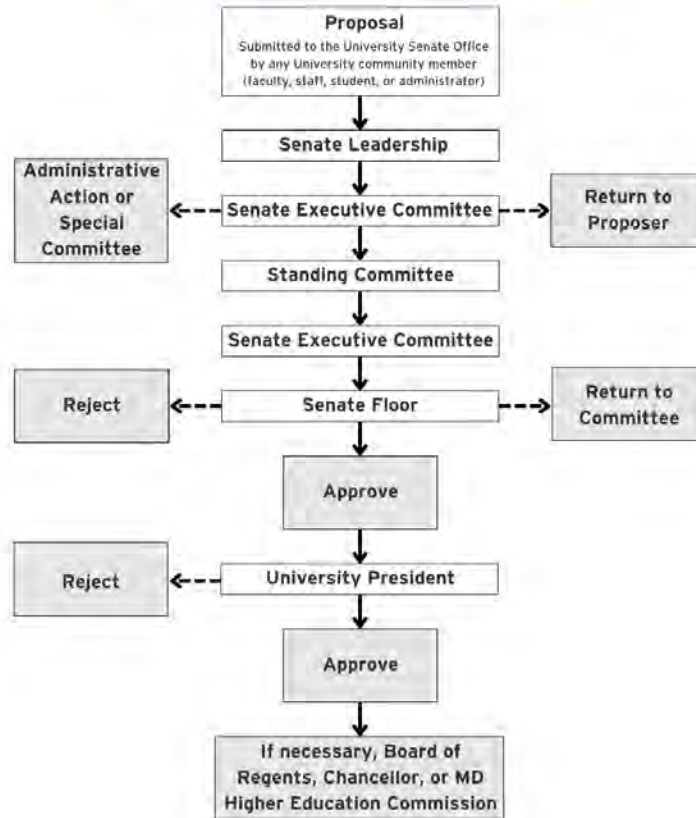   *Orientation: Senators, Senate Meetings, and Shared Governance*

Submitting a Proposal

The Senate will only consider proposal matters within its purview including:

➔ University Policies and Procedures (including revisions to new and existing policies and procedures)
➔ Campus-wide safety issues
➔ Approval of guiding documents (e.g., the Strategic Plan, the Climate Action Plan)
➔ Oversight and creation/elimination of academic programs (e.g., General Education, new degree programs and certificates)

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University Senate Proposal Pathway

Proposal
Submitted to the University Senate Office by any University community member (faculty, staff, student, or administrator)

↓

Senate Leadership

↓

Administrative Action or Special Committee ⇠ **Senate Executive Committee** ⇢ **Return to Proposer**

↓

Standing Committee

↓

Senate Executive Committee

↓

Reject ⇠ **Senate Floor** ⇢ **Return to Committee**

↓

Approve

↓

Reject ⇠ **University President**

↓

Approve

↓

If necessary, Board of Regents, Chancellor, or MD Higher Education Commission

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Expectations

Senator Expectations

- Review materials before meetings *(e.g. legislation, University policies)*

- Attend monthly meetings

- Contribute to discussions, when appropriate, and in a concise and polite manner

- Vote on reports and proposals

- Elect the members of the Executive Committee, the Chair-Elect, and other University & System councils and committees

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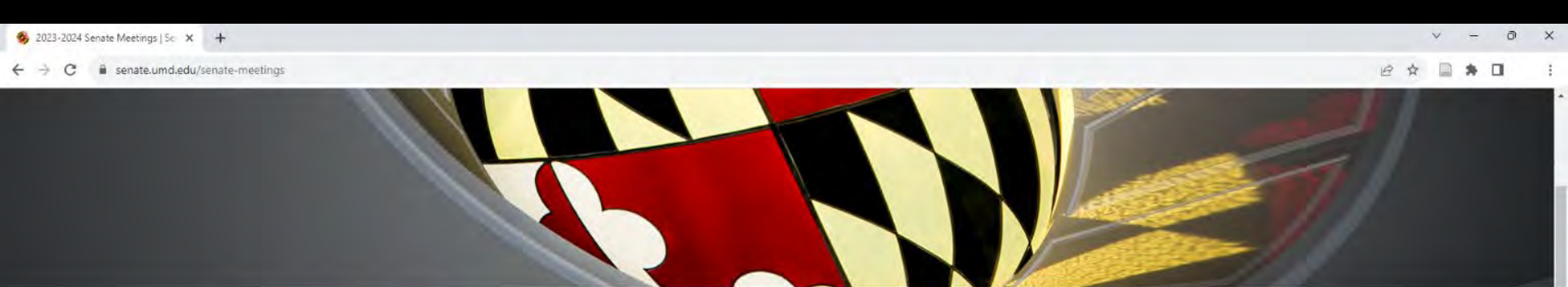
Senate Meetings

The Senate meets four or five times per semester (typically once a month), with special meetings scheduled as necessary. The materials for Senate meetings are made available to the public via the Senate website one week prior to each scheduled meeting. The Senate Chair presides over each meeting. All Senate meetings are open to the public, but only Senators may actively participate and vote at the meetings. The majority of Senate meetings will be held virtually via Zoom, with the exception of the two meetings where President Pines will deliver his State of the Campus Address. Those meetings will be held in person in the Colony Ballroom of the Stamp Student Union but a virtual option will be offered for those who need it.

If you would like to receive general updates and reminders about senate meetings, you can subscribe to the general Senate listserv by sending an email to listserv@listserv.umd.edu with the body of the email containing: subscribe senate-public name-of-subscriber (ie. subscribe senate-public Joe Smith).

During the Senate meeting, Senators who have any trouble accessing the meeting via Zoom, voting via PointSolutions, or who experience other technical difficulties should email senatemeetinghelp@umd.edu for immediate support from IT staff.

SENATE MEETING SCHEDULE 2023-2024
Unless otherwise noted, Senate Meetings will be held from 3:15PM-5:00PM.

Senator Request for Excused Absence

Fall 2023

September 6, 2023 (Wednesday)
Agenda | Materials | Slides

October 3, 2023 (Tuesday) - President's State of the Campus Address
Agenda | Materials | Slides

November 1, 2023 (Wednesday)
Agenda | Materials | Slides

December 5, 2023 (Tuesday)
Agenda | Materials | Slides

THE
UNIVERSITY SENATE

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Home > The Senate > Senate Meetings > Senate Meeting Excused Absences

Senate Meeting Excused Absences

Quorum for Senate meetings is set after calculating how many Senators will attend each meeting. If a Senator cannot attend a meeting or will be late, they should notify us using the appropriate excused absence form below so that we can have an accurate quorum. If you submit the form and your schedule subsequently changes and you are able to attend, please email the Senate Office at senate-admin@umd.edu.
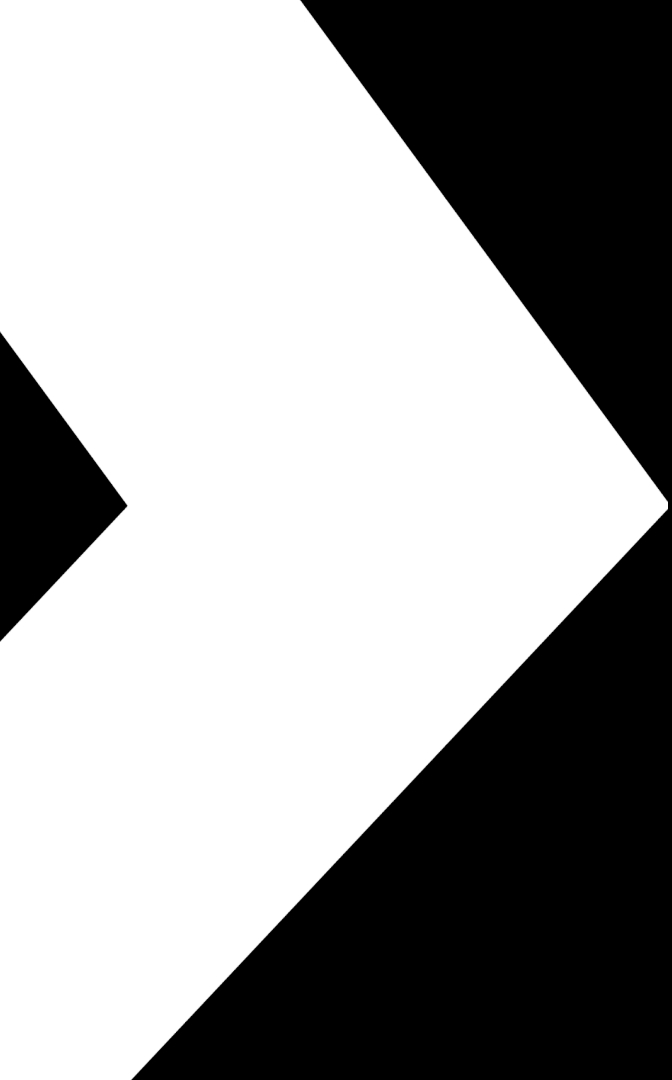
SENATE MEETING SCHEDULE 2023 - 2024

Senate Meetings will be held from 3:15 p.m. - 5:00 p.m. on Zoom unless noted otherwise.

Fall 2023

Date	Location	Absence Form
Wednesday, September 6, 2023	ZOOM	Excused Absence
Tuesday, October 3, 2023	Colony Ballroom, Stamp Student Union	Excused Absence
Wednesday, November 1, 2023	ZOOM	Excused Absence
Tuesday, December 5, 2023	ZOOM	Excused Absence

Spring 2024

Date	Location	Absence Form
Tuesday, February 6, 2024	ZOOM	Excused Absence
Wednesday, March 6, 2024	Colony Ballroom, Stamp Student Union	Excused Absence
Wednesday, April 3, 2024	ZOOM	Excused Absence
Tuesday, April 23, 2024	ZOOM	Excused Absence
Tuesday, May 7, 2024	ZOOM	Excused Absence

Meeting Etiquette

Meeting Etiquette

- Sign-in at umd.zoom.us using your UMD directory ID and password first before clicking on the meeting link.

- Use your individualized link to ensure you can participate as a panelist.

- Please mute yourself unless you are speaking.

- Email senatemeetinghelp@umd.edu for tech support during meetings.

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Meeting Etiquette

- The Senate Chair will lead the meeting and moderate all discussions.

- Only Senators, those introduced by Senators, or committee members whose report is being presented at the time, may speak.

- Those who wish to speak must use the "Raise Hand" feature at the bottom of the Zoom window.
    - The Senate Chair will recognize speakers and they will be unmuted to speak.
    - Speakers **MUST** state their **name**, **constituency**, and **unit** for the record each time they speak.

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Meeting Etiquette

When recognized by the chair, senators may:

(a) provide comments on the current agenda item.

(b) make motions related to the current item (e.g. amend the proposal, refer the proposal to back to committee, postpone consideration of the current item)

(c) ask the Chair to clarify any procedural issues;

(d) with the Chair's permission, direct a question relevant to the current item to the presenter or another Senator

(e) with the Chair's permission introduce a non-Senator who wishes to speak on the current agenda item

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Meeting Etiquette

- The **Chat box** will be used for communication from <u>Senators</u> when someone else has the floor. This may include special motions, such as Points of Order, Points of Information, and Points of Personal Privilege.
  - Points do not require a seconder.
  - <u>Senators</u> may post Points in the Chat for the Senate Chair to respond to immediately without using the Raise Hand feature.
- You must stay on topic. Discussion must be relevant to the current agenda item.
- Comments should be concise and to the point in order to allow all interested parties an opportunity to contribute.
- To speak more than once on an agenda item you must wait until every other Senator has had a chance to speak.

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Voting

Logging into pointsolutions

- Using your University email address, sign in to the pointsolutions app or web browser https://ttpoll.com/

- You will then have to log in with your Directory ID and password through the University's CAS login.

- Enter Session ID and click Join Session.

- "Vote" on the attendance/quorum slide to be marked as present.
    - Select the circled "1"
    - Once you've selected it, the circled "1" should become **pink** in color.

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Voting

- All Senate votes are anonymous except for the quorum slide.

- For each action item, Senators will select:
  - **1 - In favor**
  - **2 - Opposed**
  - **3 - Abstain**
- Recorded votes will appear in **pink**.

Communication

Media Requests

Chairs, committee members, and Senators cannot speak on behalf of the Senate.

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Senator-Constituency Communication

- In May 2023, a Senator Communication Working Group was created to develop a way for Senators to communicate with their constituency and launch at the beginning of the 2023-2024 academic year.

- We have created Google Groups for all Senators to directly communicate with their constituency and provide updates after our Senate meetings.

- University Senate Leadership will provide an updated email template for Senators to share information that was discussed at the Senate meeting with their constituency.

- Senators can use this email template as a starting point, and then add their own commentary regarding how these issues are relevant to their constituents.

UNIVERSITY SENATE

Senator-Constituency Communication

193

Google groups

217

Senators

45,569

Constituents

UNIVERSITY SENATE

rgnanase@umd.edu wants to invite you to 'Gmail Email Templates' team [Inbox ×]

rgnanase@umd.edu
Fri, Aug 18, 3:28 PM (3 days ago)

to me

cloudHQ®

Hi there,

cloudHQ user rgnanase@umd.edu wants to add you to their "Gmail Email Templates" team. After you join the team you will have access to all shared team templates and collaborate on them.

Private message from rgnanase@umd.edu is the following:

Accept Invite

cloudHQ

GMAIL TEMPLATES

NOW WITH MAILCHIMP TEMPLATES

Recipients

Subject

--
John Regan
(he/him/his)
UNIX Engineer / Email Administrator
Division of IT, Platform Services
Phone: 301-405-0154
jreganjr@umd.edu

Gmail

Compose

Search in mail

Active

Inbox 272
Starred
Snoozed
Sent
Drafts 70

More

Labels

Automated Things
VoiceMessages

More

UMD Senate Notes - August 17, 2023

Inbox ×

John Regan .admin
to senate-demo-agnr-undergrad

2:24 PM (2 minutes ago)

UNIVERSITY SENATE

Senate Meeting Notes - August 1, 2023

Dear Senate Constituency Member,
At this meeting:

- The Chair of the Senate reported that the Senate Nominations Committee is still

Senator-Constituency Communication

- Please ensure you are communicating the meetings items highlighted in the updated template after each Senate meeting. You may add your thoughts to your email, **but you must specify** that they are your own and not of the University Senate.

- You must use Google Chrome to access your Google Group and share the Senate meeting notes template, which is accessible using the Chrome extension, CloudHQ.

- The University Senate Office will send an email to Senators with further instructions and provide a list of your designated Google Groups by Friday, September, 8, 2023.

- Senators will receive access to CloudHQ and their Google Groups by Friday, September, 8, 2023.

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Thank you to our committee members

Nicole Joie (Office of Marketing and Communications)

Veronica Marin (University Senate)

Rochelle Newman (BSOS, Hearing & Speech Science)

Axel Persaud (Division of Information Technology)

Immersive Reader

Account

Dashboard

Courses

Calendar

Inbox

Portfoliu m

History

CourseEx p

Help

EMT

Course Policies

Home
Discussions
People
Pages
Chat
Panopto Recordings
Clickers
Course Reserves
Adobe Creative Cloud
Modules

University Senate

UNIVERSITY OF MARYLAND 18 56

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Welcome!

Thank you for volunteering your time and skills as a member of the University Senate. Here you will find a variety of resources to assist you during your service with the Senate. We hope that you will utilize these resources often.

Do not hesitate to reach out to The University Senate with any questions or concerns.

Click Here for Senator Training and Resources

1100 Marie Mount Hall, 7814 Regents Drive
College Park, MD 20742
301.405.5805 | senate-admin@umd.edu
senate.umd.edu

24/7 Canvas Chat Support

....or call 1-833-566-3347 (staff/faculty)
1-877-399-4090 (students)

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To Do

Nothing for now

How to use UMD Canvas ▾

Textbooks

Adopt Textbook

Agenda

5.   2022-2023 Senate Legislation Log (Senate Document #23-24-01) (Information)

2022-2023 Senate Legislation Log (Senate Document #23-24-01) (Information)

- The 2022-2023 legislation log has been provided as an informational item.

- It gives an overview of the work completed by the Senate during the last academic year and also includes any pending items that will carry over to this year.

- As you can see in the log, Past Chair Rochelle Newman and the Senate were able to complete 25 Senate Bills, including 5 Bills carried over from prior years.

UNIVERSITY SENATE

Agenda

6. Approval of the 2022-2023 Committee & Council Slates (Senate Document #23-24-02) (Action)

Approval of the 2023-2024 Committee & Council Slates (Senate Document #23-24-02) (Action)

- The Committee on Committees reviewed the statements of 206 volunteers at the end of the spring semester, in order to select new committee members to fill the 91 open positions on Senate committees for the coming year. The committee endeavored to create balanced committees, taking into account the gender, College, and departmental make-up of continuing members. New members were selected in June for all vacancies.

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Approval of the 2023-2024 Committee & Council Slates (Senate Document #23-24-02) (Action)

- The slates of the University Library Council, IT Council, and Research Council were also developed and were approved by the Committee, in accordance with the Senate Bylaws.

- You will note that there is red text on the slates, which indicate that vacancies remain.
  - IT Council: Ex-Officio- IT Student Advisory Committee
  - Undergraduate student vacancy on Research Council
  - Four faculty vacancies on the University Library Council.
  - Staff Affairs Committee: Non-Exempt Staff Contingent II

- These vacancies will be filled in accordance with the Bylaws.

UNIVERSITY SENATE

Approval of the 2023-2024 Committee & Council Slates (Senate Document #23-24-02) (Action)

2023-2024 Committee on Committees – Jordan Sly, Chair

Donald Bolger (EDUC, Faculty)

Jessica O'Hara (SVPAAP, Faculty)

Kim Gonzalez (BGMT, Exempt Staff)

Michael O'Neill (ENGR, Undergraduate)

Antonietta Jennings (VPR, Non-exempt Staff)

Brit Saksvig (SPHL, Faculty)

Michael Kio (ENGR, Faculty)

Piotr Swistak (BSOS, Faculty)

James McClellan (EDUC, Graduate)

Joshua Weiss (ARHU, Faculty)

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Approval of the 2023-2024 Committee & Council Slates (Senate Document #23-24-02) (Action)

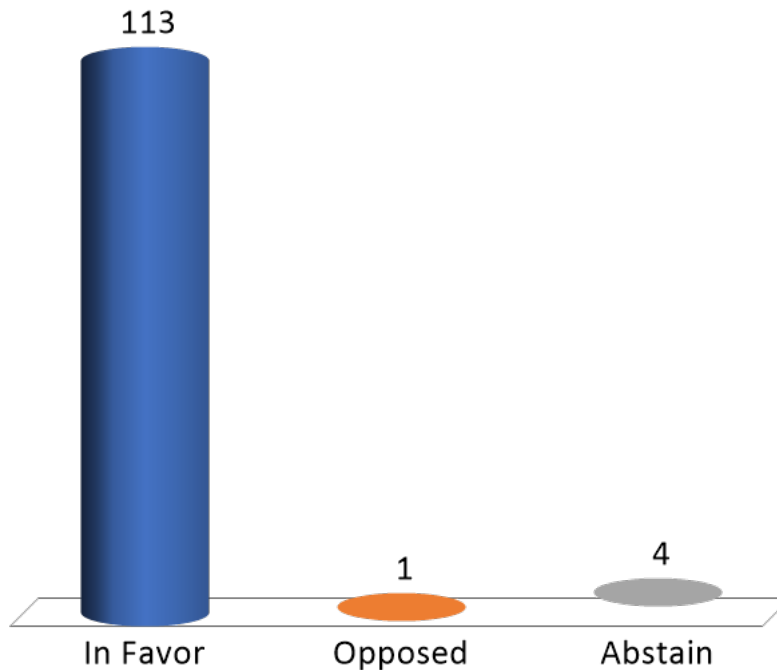- The Committee on Committees moves that these slates be approved by the Senate for the 2023-2024 academic year.

UNIVERSITY SENATE

Agenda

6. Approval of the 2023-2024 Committee & Council Slates (Senate Document #23-24-02) (Action)

TIME 2 min

UNIVERSITY SENATE

Approval of the 2023-2024 Committee & Council Slates (Senate Document #23-24-02) (Action)

1. In Favor

2. Opposed

3. Abstain

Agenda

7.   Review of the Student Codes of Conduct: Code of Student Conduct and the Code of Academic Integrity (Senate Document #21-22-22) (Information)

Review of the Student Codes of Conduct: Code of Student Conduct and the Code of Academic Integrity (Senate Document #21-22-22) (Information)

- Previously the SEC attempted to have this piece of legislation be considered at the April 26th Senate meeting with draft versions of the Code of Academic Integrity and Code of Student Conduct that were being reviewed by the Office of General Council (OGC).

- However, given the revisions suggested by the Office of General Counsel, the Student Conduct Committee could not recommend a final version of the Codes in time for them to be included in the April 26th Senate meeting materials.

- Since the Codes needed to be in place by July for the Office of Student Conduct to prepare for the Fall 2023 semester effective date proposed in the revised Codes, the Student Conduct Committee requested that the SEC act on behalf of the Senate to approve and refer to the President its recommended revisions.

UNIVERSITY SENATE

Review of the Student Codes of Conduct: Code of Student Conduct and the Code of Academic Integrity (Senate Document #21-22-22) (Information)

- Per the Senate Bylaws (section 4.3.a) the SEC has the authority to act on behalf of the full Senate when the availability of Senate membership precludes a meeting of the Senate such as during the summer. The SEC approved the revisions of the codes on behalf of the Senate. The codes were able to be delivered before the July 2023 deadline date.

- A report of the SEC actions with supporting materials has been provided in your materials today.

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Agenda

8.   PCC Proposal to Establish a Bachelor of Science in Global Health (Senate Document #23-24-03) (Action)

PCC Proposal to Establish a Bachelor of Science in Global Health (Senate Document #23-24-03) (Action)

- The School of Public Health proposes to establish a Bachelor of Science in Global Health that will feature collaborative partnerships both within the School of Public Health and with several other UMD colleges and schools.

UNIVERSITY SENATE

PCC Proposal to Establish a Bachelor of Science in Global Health (Senate Document #23-24-03) (Action)

- Global health is a multidisciplinary field, encompassing not only health care systems, medical practices, and ideas about illness in cross-cultural contexts, but also contending with issues of health development, global health inequity, racism and other isms, as well as human rights issues.

- Graduates of the program will be able to apply structurally competent, collaborative, and multidisciplinary perspectives to the understanding, assessment, and intervention of strategies that are necessary to address current and future global health issues.

UNIVERSITY SENATE

PCC Proposal to Establish a Bachelor of Science in Global Health (Senate Document #23-24-03) (Action)

- The curriculum will consist of 77-83 credits, with foundational courses in nutrition, government and politics, world languages, and biological sciences.

- Major core courses will draw from public health, behavioral and community health, family science, environmental health, anthropology, epidemiology and biostatistics, and health policy and management.

UNIVERSITY SENATE

PCC Proposal to Establish a Bachelor of Science in Global Health (Senate Document #23-24-03) (Action)

- The program will also require 6 credits of experiential learning, which will enable students to develop a deeper understanding of professional and personal responsibility as they explore various career pathways in global health.

- Resources for this program have been identified through collaboration among the participating colleges and financial support from the Provost's office.

UNIVERSITY SENATE

PCC Proposal to Establish a Bachelor of Science in Global Health (Senate Document #23-24-03) (Action)

- The proposal was approved by the Senate Programs, Curricula, and Courses Committee at its meeting on May 5, 2023.

- The Program, Curricula, and Courses Committee moves that the proposal to establish a Bachelor of Science in Global Health be approved.
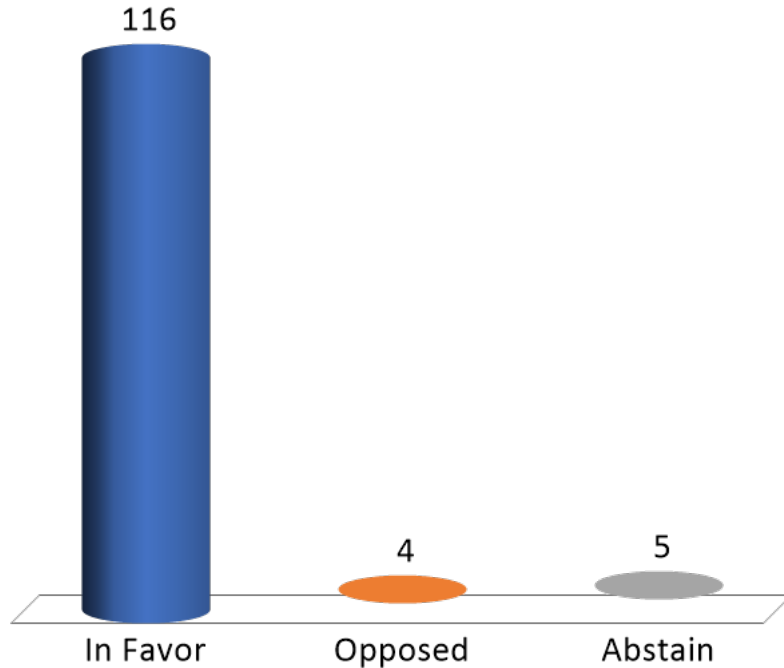
UNIVERSITY SENATE

Agenda

8.   PCC Proposal to Establish a Bachelor of Science in Global Health (Senate Document #23-24-03) (Action)

TIME 2 min

UNIVERSITY SENATE

PCC Proposal to Establish a Bachelor of Science in Global Health (Senate Document #23-24-03) (Action)

1. In Favor

2. Opposed

3. Abstain

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Agenda

9. Proposal to Amend Bylaws of the University Senate: inclusion of the process for Intellectual Property Committee membership (Senate Document #22-23-22) (Action)

Proposal to Amend Bylaws of the University Senate: inclusion of the process for Intellectual Property Committee membership (Senate Document #22-23-22) (Action)

- On January 25, 2023, the Senate Executive Committee (SEC) voted to charge the Elections, Representation, and Governance (ERG) Committee to consider amending the Bylaws of the University Senate for the inclusion of the Intellectual Property (IP) Committee membership as a Senate process.

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Proposal to Amend Bylaws of the University Senate: inclusion of the process for Intellectual Property Committee membership (Senate Document #22-23-22) (Action)

- On February 3, 2023 the ERG Committee began reviewing and discussing the SEC charge, the Senate Bylaws, the UMD Intellectual Property Policy, and data gathered from a review of BIG 10 universities and peer institutions. Consultations were conducted with key stakeholders, including the IP Committee Chair, Committee on Committees Chair, Senate Chair , and the Vice President for Research.

UNIVERSITY SENATE

Proposal to Amend Bylaws of the University Senate: inclusion of the process for Intellectual Property Committee membership (Senate Document #22-23-22) (Action)

- Through communication among the committee, the Vice President for Research Greg Ball, and Pam Lanford (Director of Animal Research Support & Manager and former Senate Chair), a suggestion was made to fold the IP Committee into the Research Council.

- Additionally, it was suggested that the specific names of these subcommittees would be removed from the Senate Bylaws under Article 9.2 and spelled out under the Research Council Bylaws, which are currently being written, instead. These changes would be similar to the language in the Senate Bylaws that describes the Information Technology Council's membership and its standing bodies.

UNIVERSITY SENATE

Proposal to Amend Bylaws of the University Senate: inclusion of the process for Intellectual Property Committee membership (Senate Document #22-23-22) (Action)

- ERG Committee members appreciated the advantages of this suggestion as a solution to account for the operational nature of the IP Committee and its membership selection while also placing it within the Senate's shared governance structure and codifying its membership selection.

- The ERG Committee carefully considered if the Senate's involvement in the IP Committee's membership process should be adjusted from the current practice of using the Bylaws, SEC charge, 4.2.k - "Make recommendations on nominees for campus-wide and system-wide committees and councils requiring representatives, when necessary." The ERG committee acknowledged that by altering the membership process, the nature of the IP Committee's deliberations and its ability to effectively consider IP issues could be compromised by an inadvertent removal of members with long-standing institutional knowledge of UMD IP issues.

UNIVERSITY SENATE

Proposal to Amend Bylaws of the University Senate: inclusion of the process for Intellectual Property Committee membership (Senate Document #22-23-22) (Action)

- However, committee members also felt the Senate's involvement in the IP Committee membership process needs to be codified. This too can be accomplished by revising the Senate Bylaws to include the IP Committee Chair as a member of the Research Council, along with a recommendation to the Research Council that their Bylaws be written to include the IP Committee with its membership established and updated using the current practice as stated in section 4.2.k of the Senate Bylaws.

UNIVERSITY SENATE

Proposal to Amend Bylaws of the University Senate: inclusion of the process for Intellectual Property Committee membership (Senate Document #22-23-22) (Action)

- Additionally, since it appears the selection process for the "non-academic University departments" members as stated by the IP Policy differs from the selection of faculty and student representatives, ERG members recommended that the selection process of the "non-academic University departments" members be considered and articulated in the Research Council Bylaws (including what role these departments play in identifying or recommending their representatives).
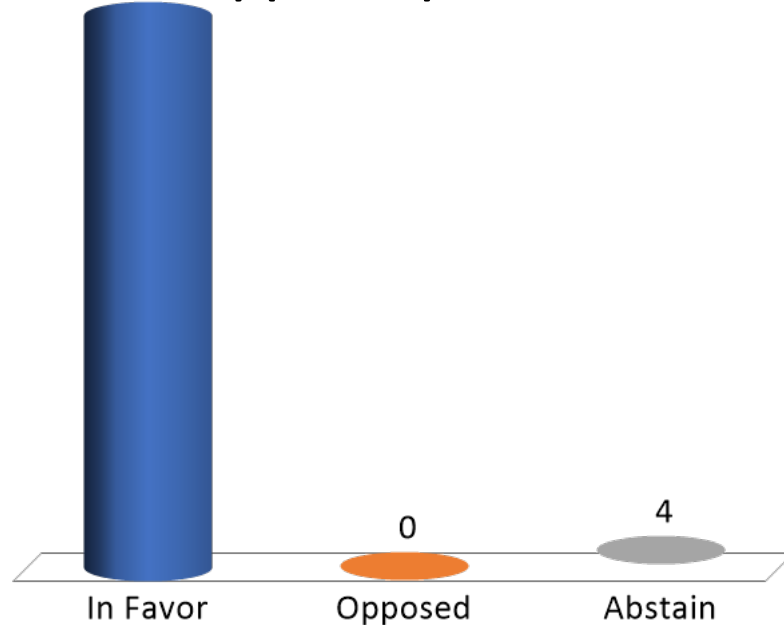
UNIVERSITY SENATE

Proposal to Amend Bylaws of the University Senate: inclusion of the process for Intellectual Property Committee membership (Senate Document #22-23-22) (Action)

- The revised Senate Bylaws and recommendations were approved by a committee vote at the ERG meeting held on March 30, 2023. The revised Bylaws were shared with the Office of General Counsel, the Vice President for Research, and the Senate Parliamentarian for a review of the committee's proposed revisions. No concerns were received.

UNIVERSITY SENATE

Proposal to Amend Bylaws of the University Senate: inclusion of the process for Intellectual Property Committee membership (Senate Document #22-23-22) (Action)

- The ERG Committee recommends the proposed revisions to the Bylaws and recommendations be approved.

UNIVERSITY SENATE

Agenda

9. Proposal to Amend Bylaws of the University Senate: inclusion of the process for Intellectual Property Committee membership (Senate Document #22-23-22) (Action)

TIME 2 min

UNIVERSITY SENATE

Proposal to Amend Bylaws of the University Senate: inclusion of the process for Intellectual Property Committee membership (Senate Document #22-23-22) (Action)

1. In Favor

2. Opposed

3. Abstain

UNIVERSITY SENATE

Agenda

10. Revision to the Final Exam Provision in the University of Maryland Policy on the Conduct of Undergraduate Courses and Student Grievance Procedure (Senate Document #21-22-11) (Action)

Revision to the Final Exam Provision in the University of Maryland Policy on the Conduct of Undergraduate Courses and Student Grievance Procedure (Senate Document #21-22-11) (Action)

- In September 2021, Doug Roberts, Associate Dean for General Education and Associate Professor, submitted a proposal to the Senate Executive Committee (SEC) regarding the final exam provision in the policy on the conduct of undergraduate courses and student grievance procedure.

- The proposal suggested that the current policy, Policy V-1.00(A), only addresses final exams and fails to consider other valid means of integrating instructional material and evaluating student achievement. The proposal stems from practices that took place during the pandemic, where the requirement for a final exam was relaxed and some courses explored alternative means of assessment. The proposal notes that following discussion with campus leaders, there was support for permanently relaxing the final exam requirement.

UNIVERSITY SENATE

Revision to the Final Exam Provision in the University of Maryland Policy on the Conduct of Undergraduate Courses and Student Grievance Procedure (Senate Document #21-22-11) (Action)

- The proposal stemmed from the idea that there are alternative means of helping students integrate instructional material and evaluate student achievement, and course instructors should be allowed to determine which method is best for their course and discipline.

- The proposal cites the need for courses to utilize the full academic calendar when assigning student work and deadlines, which would ensure that students are not given excessive amounts of work during the final week of classes as they prepare for finals in other courses.

- The SEC charged the APAS committee with reviewing this proposal.

UNIVERSITY SENATE

Revision to the Final Exam Provision in the University of Maryland Policy on the Conduct of Undergraduate Courses and Student Grievance Procedure (Senate Document #21-22-11) (Action)

- During the review of the policy, the committee consulted with a number of groups and offices including:
  - a representative of the Office of the Registrar,
  - Associate Deans of Undergraduate Programs,
  - a representative of the Office of Undergraduate Studies,
  - a representative of the Graduate School,
  - a representative from the Teaching & Learning Center (TLTC),
  - and the Office of General Counsel.
- Outside of the charge, the committee also solicited feedback from courses with less traditional final examinations such as music courses, theater, or other performance based modes of evaluation.

UNIVERSITY SENATE

Revision to the Final Exam Provision in the University of Maryland Policy on the Conduct of Undergraduate Courses and Student Grievance Procedure (Senate Document #21-22-11) (Action)

- The committee considered and discussed, to a considerable length the merits of the proposed 10% limit on assessment during the final week of classes as cited in the proposal. Of particular concern were classes with culminating presentations that were unable to be scheduled during the allotted final examination time, typically performance or lab-based courses.

- The committee grappled with the distinct problem that courses with presentations/performances might be hindered by the proposed 10% limit restriction; however, some limit would be necessary to protect students from instructors who would move an exam typically held during finals week to the last week of classes. The committee saw this as a potential burden to students.

UNIVERSITY SENATE

Revision to the Final Exam Provision in the University of Maryland Policy on the Conduct of Undergraduate Courses and Student Grievance Procedure (Senate Document #21-22-11) (Action)

- Committee members were supportive of the idea that assignments due in the last week of class should not be worth more than 10% of the final grade. The committee saw the 10% limit as a necessary addition to the policy to protect students.

- Overall, it is the committee's hope that the revisions do not represent a major change in how classes operate and instead update the policy to align with current practice.

UNIVERSITY SENATE

Revision to the Final Exam Provision in the University of Maryland Policy on the Conduct of Undergraduate Courses and Student Grievance Procedure (Senate Document #21-22-11) (Action)

- The APAS Committee recommends that the proposed revisions to the University of Maryland Policy on the Conduct of Undergraduate Courses and Student Grievance Policy [V-1.00(A)], as shown in the report be accepted.

- In addition to the proposed revisions, the APAS committee has two recommendations to be considered by the University:
  - The revised policy should be reviewed by APAS within two years to evaluate the impact on student workload during the final week of classes and finals week.
  - When communicating the new policy, faculty members should be encouraged to work with TLTC on how their assessments and assessment schedules can be updated to reflect the policy requirements.

UNIVERSITY SENATE

Revision to the Final Exam Provision in the University of Maryland Policy on the Conduct of Undergraduate Courses and Student Grievance Procedure (Senate Document #21-22-11) (Action)

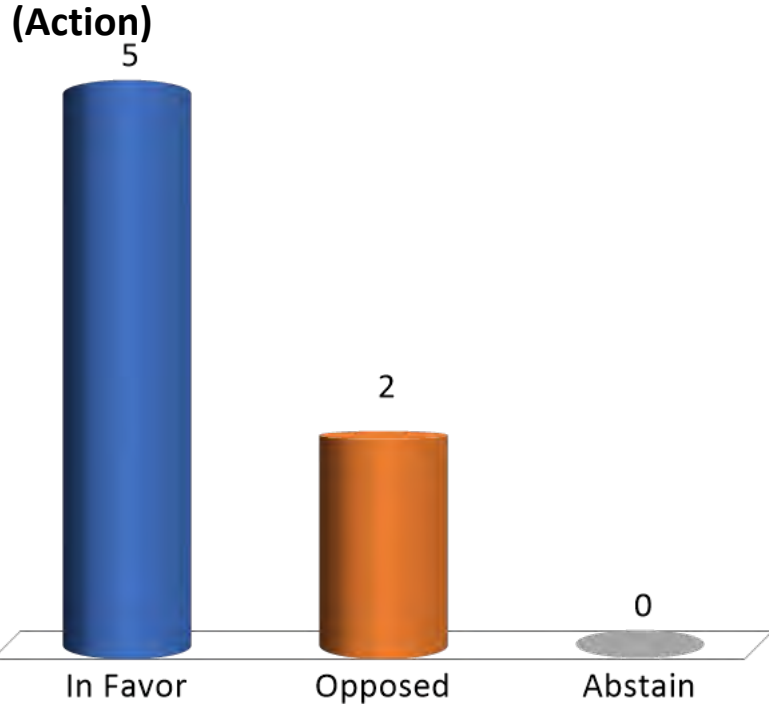- The APAS Committee moves that its recommendations be approved.

Agenda

10.   Revision to the Final Exam Provision in the University of Maryland Policy on the Conduct of Undergraduate Courses and Student Grievance Procedure (Senate Document #21-22-11) (Action)

TIME
2 min

UNIVERSITY SENATE

Agenda

Thank you for attending!

Amendment #1

c. ~~There shall be a final examination and/or assessment in every undergraduate course, unless written permission is granted by the unit head.~~ **Final examinations worth more than 10% of the course grade shall be administered during the final examination period, as established and published by the Office of the University Registrar. Final examinations are scheduled for the fall and spring semesters. The due date for alternative means of evaluation (term papers, final projects, etc.) worth more than 10% of the course grade shall be the date and time that corresponds to the final exam of the course during the final examination period. Individual departments have the right to set their own policies that certain courses have mandatory final exams.**

UNIVERSITY SENATE

Amendment #1

1. In Favor
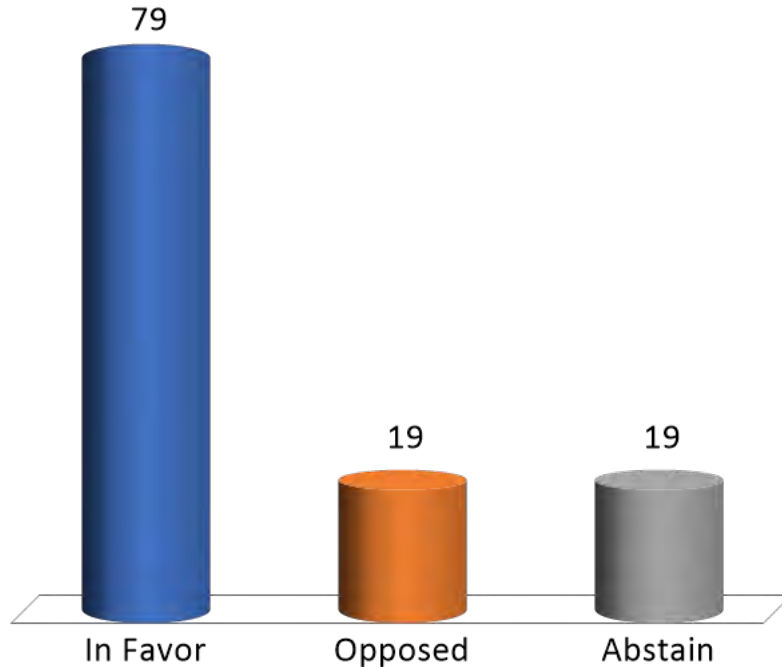2. Opposed
3. Abstain
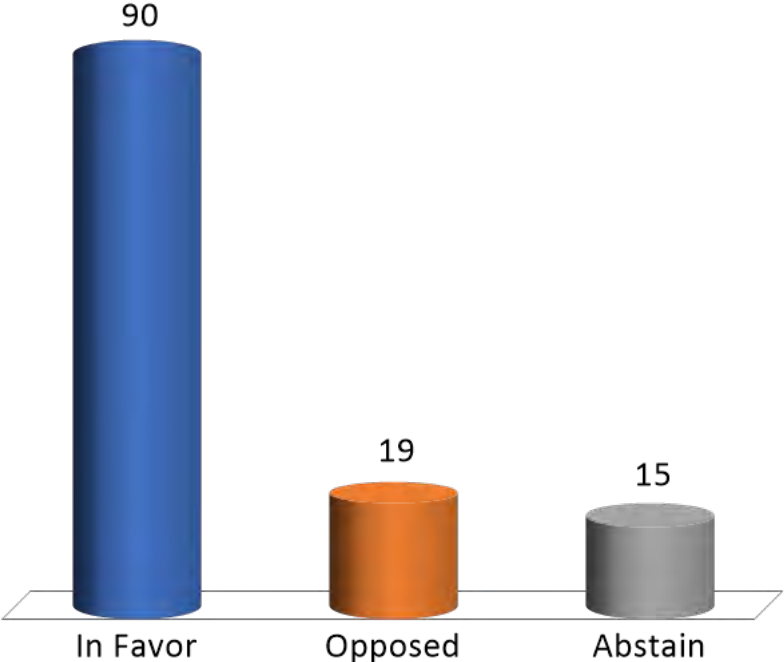
Amendment #2

There shall be no final examinations during the last ~~week of classes.~~ seven calendar days of the semester. ~~Quizzes,~~ narrowly limited tests, and alternative means of evaluation worth no more than 10% of the course grade may be administered during the course meeting time of the last ~~week of classes.~~ seven calendar days of the semester.

In courses that require alternative final assessment activities that cannot be administered during the final examination period (such as presentations, culminating projects, performances in performance-based courses, or lab practical exams), it is permissible to schedule those activities during the last ~~week of classes~~ seven calendar days of the semester, even if they are worth more than 10% of the course grade.

UNIVERSITY SENATE

Amendment to the Amendment #2

1. In Favor

2. Opposed
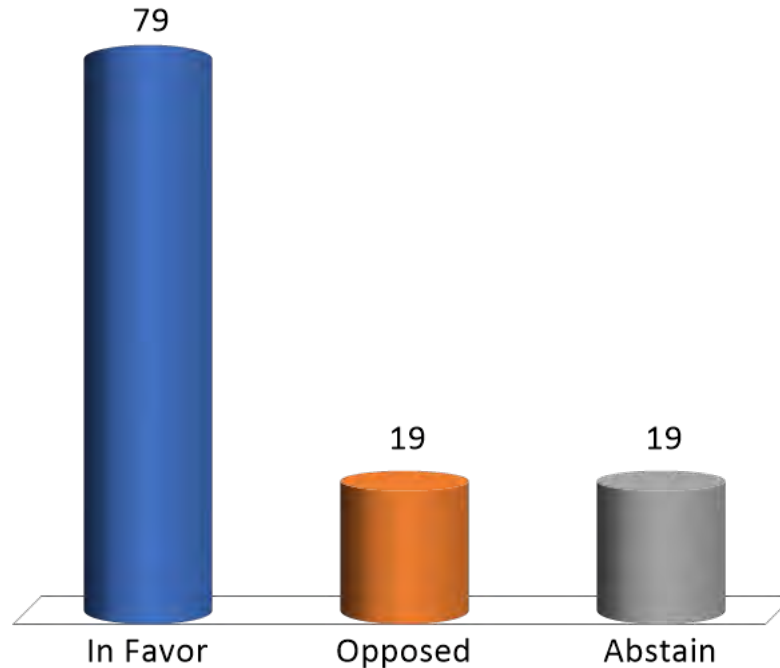
3. Abstain

Amendment #2

There shall be no final examinations during the last ~~week of classes.~~ seven calendar days ending on the last day of classes. -Quizzes, narrowly limited tests, and alternative means of evaluation worth no more than 10% of the course grade may be administered during the course meeting time of the last ~~week of classes.~~ seven calendar days ending on the last day of classes.

In courses that require alternative final assessment activities that cannot be administered during the final examination period (such as presentations, culminating projects, performances in performance-based courses, or lab practical exams), it is permissible to schedule those activities during the last ~~week of classes~~ seven calendar days ending on the last day of classes, even if they are worth more than 10% of the course grade.
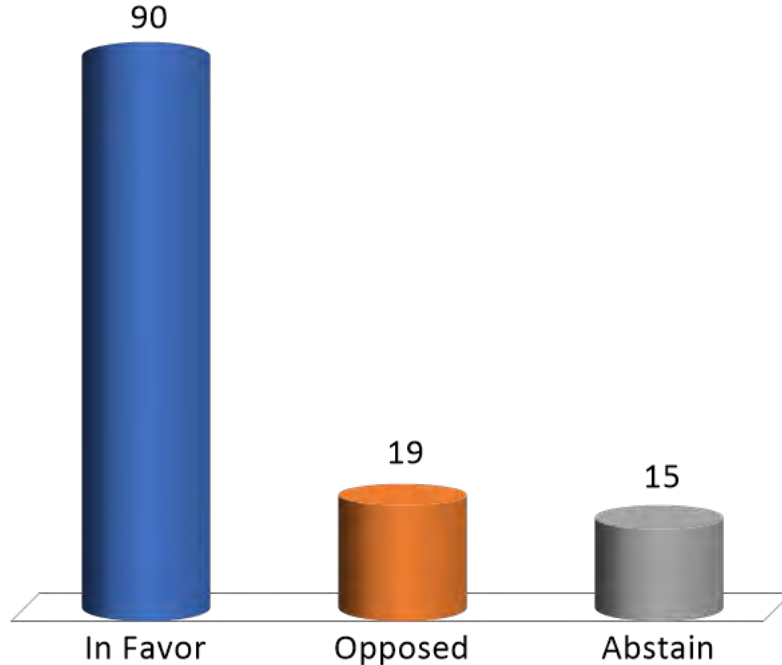
UNIVERSITY SENATE

Amendment #2

1. In Favor

2. Opposed

3. Abstain

UNIVERSITY SENATE

Revision to the Final Exam Provision in the University of Maryland Policy on the Conduct of Undergraduate Courses and Student Grievance Procedure (Senate Document #21-22-11) (Action) (As Amended)

1. In Favor

2. Opposed

3. Abstain

UNIVERSITY SENATE

Resolution

- **Motion to return the Final Exam Provision in the University of Maryland Policy on the Conduct of Undergraduate Courses and Student Grievance Procedure (Senate Document #21-22-11) to return to the committee.**

UNIVERSITY SENATE

Resolution

1. In Favor

2. Opposed

3. Abstain