

University Senate Meeting

November 1, 2023



Senators and Deans

- Log in to **PointSolutions** on your mobile device or web browser (<https://tppoll.com>).
- Enter the Session ID: **november1**
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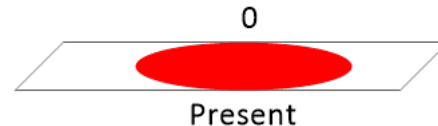
Session ID: **november1**

Quorum: **87**

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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Agenda

1. Call to Order

A large yellow arrow graphic pointing to the right, positioned on the left side of the slide.

Agenda

2. Approval of the October 3, 2023 Senate Minutes (Action)



Agenda

3. Report of the Chair

Report of the Chair – BOR Staff Awards

- The Staff Affairs Committee is currently accepting nominations for this year's Board of Regents' Staff Awards. As a reminder, these annual awards are the highest System-wide recognition of the exceptional work done by staff members across the USM.



Report of the Chair – BOR Staff Awards

- Awardees receive a \$2,000 stipend and formal recognition by the Board of Regents and the University Senate. Exempt and non-exempt staff who have been with the University for at least 5 years are eligible to be nominated in one of these five categories;
 - i. Exceptional Contribution to the employees' Institution and/or Unit
 - ii. Outstanding Service to Students in an Academic or Residential Environment
 - iii. Extraordinary Public Service to the University or Greater Community
 - iv. Effectiveness and Efficiency (savings of at least \$10,000 in an academic or administrative context)
 - v. Inclusion, Multiculturalism, and Social Justice



Report of the Chair – BOR Staff Awards

- Any member of the University community, including students, can nominate an eligible staff member.
- Nomination packages are due to the Senate Office by Friday, November 11th. Detailed instructions can be found on the Senate website.

<https://www.senate.umd.edu/bor-staff-awards>



Report of the Chair – Committee and Council Replacements

- There are several updates regarding recent Committee and Council replacements.
- Two representatives, one non-exempt member for the Campus Transportation Advisory Committee (CTAC) and one exempt member for Athletic Council needed to be replaced.



Report of the Chair – Committee and Council Replacements

- Since there was no election for these positions in May 2023, there was no runner up available to fill the vacancy.
- Two individuals were appointed on an interim basis so the committee and council could resume their work.



Report of the Chair – Committee and Council Replacements

- Since these positions were appointed on an interim basis, they will need Senate confirmation to serve as an official replacement.
- Surveys will be distributed to the non-exempt and exempt staff Senator constituencies after this meeting to vote on confirmation of these interim based appointments.



Report of the Chair – Committee and Council Replacements

- There were two other vacancies, a faculty member on Athletic Council and an undergraduate student Senator on CTAC.
- The runners up for these positions were notified and will be serving as replacements.



Report of the Chair – Senate Office Staffing

- There have been some exciting additions to the University Senate office. On September 25th, Melanie Anderson joined the University Senate Office as a Coordinator, and Raahina Malik joined as a Graduate Assistant.
- Melanie joins us from Utah, where she previously served as an executive and Operations Coordinator at the Mountainland Association of Governments aging department in Utah and played a key role in policy changes, board meetings, and database enhancements ensuring program efficiency.



Report of the Chair – Senate Office Staffing

- Raahina Malik, is joining us from Atlanta, Georgia. Raahina is in her first year with the College of Information Studies getting her Master's in Human Computer Interaction. We're excited to have both Melanie and Raahina join the University Senate Office team.



Report of the Chair – Senate Office Staffing

- The Administrative Coordinator position has been re-posted and will remain open until November 15, 2023. The link is available on the University website, ejobs.umd.edu.
- We appreciate your support in sharing this opportunity with any interested and qualified individuals within your networks.





Agenda

4. Special Order

Amy Karlsson

Chair, APAS Committee

Revision to the Final Exam Provision in the University of Maryland Policy on the Conduct of Undergraduate Courses and Student Grievance Procedure

Revision to the Final Exam Provision

- In September 2021, the Senate Executive Committee (SEC) received a proposal regarding the final exam provision in the policy on the conduct of undergraduate courses and student grievance procedure.



Revision to the Final Exam Provision

- The proposal suggested that the current policy, Policy V-1.00(A), considers final exams as the only measure to determine a student's knowledge of course material. It fails to consider other valid means to evaluate student achievement and does not allow course instructors to determine which method is best for their course and discipline.
- We hope to provide a bit more clarity and context around the decisions that the committee came to and ask for feedback on those decisions.



Revision to the Final Exam Provision

- Committee members had extensive discussions with faculty, especially those with nontraditional finals, and Associate Deans of Undergraduate Programs across campus about UMD and peer institution final exam practices
- Committee members noted how differently the current final exam policy was followed in various parts of the campus.



Revision to the Final Exam Provision

- In these discussions the committee heard a common theme. Increasing the flexibility of a final exam requirement would enable creative assessments of knowledge, increase learning outcomes, and possibly decrease stress and pressure on both faculty and students.



Revision to the Final Exam Provision

- The committee discussed the idea of a 10% limit on assessments assigned during the final week of classes, which was included in the original proposal.
- The committee agreed that a 10% limit is a necessary addition to the policy to protect students from being overburdened while preparing for final exams and to prevent a practice of moving an exam that should be held during finals week to the last week of classes.



Revision to the Final Exam Provision

- The Committee noted that alternative final assessment activities that are unable to be scheduled during the allotted final examination time; such as culminating projects, performances in performance-based courses, or lab practical exams, should be allowed to be scheduled during the last week of classes even if they are worth more than 10% of the course grade.



Revision to the Final Exam Provision

- Based on these discussions the following decision points were used when drafting the proposed policy language:
 - The committee proposes to eliminate the mandatory requirement to administer a final exam. However, if an instructor does give a final exam, it needs to be given during finals weeks as established by the academic calendar as the policy currently states in section II.A.i.2
 - Committee members considered the proposal's suggestion and agreed that a limitation of 10% of the course grade of work assigned in the last week of classes is needed to prevent students from being overburdened as they prepare for finals.



Revision to the Final Exam Provision

- Members of the committee appreciate that course instructors should have the discretion to use other valid means of assessment to evaluate a student's understanding of course information beyond using a final exam.
- This could happen using alternative final assessments such as presentations, culminating projects, performances, or lab practical exams.



Revision to the Final Exam Provision

- The committee acknowledged that if instructors use an alternative final assessment activity that cannot be feasibly administered during the final examination period, the activity may be scheduled during the last week of classes even if it is worth more than 10% of the course grade.
- At the September 6th, 2023 Senate meeting, the committee's report was presented. The Senate voted to have the APAS Committee reconsider proposed policy revisions based on language clarity.



Revision to the Final Exam Provision

- In addition to considering the proposed language clarity, the committee members would appreciate feedback about the overall proposed policy revisions by asking some Straw Poll questions...



Revision to the Final Exam Provision – Straw Poll

- Straw Poll Questions:

- Should final exams be a mandatory requirement in every undergraduate class? (Y/N)
- If a final exam is given, should it only be given during finals week? (Y/N)
- Do you support a limitation on assessments due or administered in the last week of classes to prevent overburdening students before finals week? (Y/N)
- Do you support limiting assessments administered or due during the last week of classes to those representing no more than 10% of a student's final grade? (Y/N)



Revision to the Final Exam Provision – Straw Poll

- Straw Poll Questions:

- Is the revised language defining the “last week of classes” clear? (Y/N)

“The last week of classes, defined as the final seven calendar days of the semester ending on the “Last day of classes” published in the academic calendar.”



Revision to the Final Exam Provision

- APAS Straw Poll feedback:
 - If time allows, please allow questions or feedback from the Senate on Straw Poll responses.





Agenda

5. PCC Proposal to Establish a Master of Science in Data Science (Senate Document #23-24-11) (Action)
6. PCC Proposal to Establish a Master of Science in Bioinformatics and Computational Biology (Senate Document #23-24-12) (Action)
7. PCC Proposal to Establish a Master of Science in Applied Machine Learning (Senate Document #23-24-13) (Action)

PCC Proposal to Establish a Master of Science in Data Science (Senate Document #23-24-11; #23-24-12; #23-24-13) (Action)

- The College of Computer, Mathematical, and Natural Sciences proposes to establish a Master of Science in Data Science, a Master of Science in Bioinformatics and Computational Biology, and a Master of Science in Applied Machine Learning.
- All three of these proposed Master of Science programs currently exist as iterations of Master of Professional Studies programs.



PCC Proposal to Establish a Master of Science in Data Science (Senate Document #23-24-11; #23-24-12; #23-24-13) (Action)

- CMNS is requesting that the MPS, currently titled Data Science and Analytics, be converted to a Master of Science program under the shortened title Data Analytics.
- CMNS is requesting that the MPS in Bioinformatics and Computational Biology be converted to a Master of Science program.
- CMNS is requesting that the MPS, currently titled Machine Learning, in Applied Machine Learning be converted to a Master of Science program titled Applied Machine Learning.



PCC Proposal to Establish a Master of Science in Data Science (Senate Document #23-24-11; #23-24-12; #23-24-13) (Action)

- As background, the Master of Professional Studies programs were first approved in 2005, when the University System of Maryland Board of Regents and Maryland Higher Education Commission approved an expedited review process for master's and graduate certificate programs that respond quickly to the changing market needs of working professionals.
- New iterations, once approved by the Senate PCC committee, only need approval from the University System of Maryland Chancellor.



PCC Proposal to Establish a Master of Science in Data Science (Senate Document #23-24-11; #23-24-12; #23-24-13) (Action)

- A limitation of offering the programs as Master of Professional Studies iterations is that all Professional Studies iterations must use the same generic Federal code, called the Classification of Instructional Programs, or CIP (pronounced SIP), code, rather than a CIP code that accurately describes the specific content of the program.



PCC Proposal to Establish a Master of Science in Data Science (Senate Document #23-24-11; #23-24-12; #23-24-13) (Action)

- The Master of Professional Studies' generic CIP code prevents international students studying here on F1 visas to remain in the country longer after graduation. International students who graduate from STEM programs may stay in the United States two years longer than those in non-STEM programs.
- If these programs were Master of Science programs, they would be able to use a STEM CIP code.



PCC Proposal to Establish a Master of Science in Data Science (Senate Document #23-24-11; #23-24-12; #23-24-13) (Action)

- The current 30-credit curriculum and all other aspects of the three proposed programs will remain the same, other than the title (in the case of Data Science and Applied Machine Learning) and degrees awarded.
- These programs will continue to provide students with the same education and opportunities.



PCC Proposal to Establish a Master of Science in Data Science (Senate Document #23-24-11; #23-24-12; #23-24-13) (Action)

- More specifically the Master of Science in Data Science will continue to provide education in the theory and practice of data science including mathematical and statistical foundations, computational approaches, and communication skills.



PCC Proposal to Establish a Master of Science in Data Science (Senate Document #23-24-11; #23-24-12; #23-24-13) (Action)

- The Master of Science in Bioinformatics and Computational Biology will continue to provide students with an education in the theory and practice of the major current areas in the field, including biological problem contexts, mathematical and statistical foundations, computational approaches, communication, and ethical, privacy and legal considerations.



PCC Proposal to Establish a Master of Science in Data Science (Senate Document #23-24-11; #23-24-12; #23-24-13) (Action)

- The Master of Science in Applied Machine Learning program will continue to provide students with the opportunity to engage in cutting edge technical course work in machine learning and develop their problem-solving skills in the art and science of processing and extracting information from data with special emphasis on large amounts of data.
- These programs will be offered both in-person and in an online format.



PCC Proposal to Establish a Master of Science in Data Science (Senate Document #23-24-11; #23-24-12; #23-24-13) (Action)

- The The proposals for the three new CMNS Master of Science programs were approved by the Senate Programs, Curricula, and Courses Committee at its meeting on October 6, 2023.
- The Program, Curricula, and Courses Committee moves that the proposals to establish a Master of Science in Data Science, a Master of Science in Bioinformatics and Computational Biology, and a Master of Science in Applied Machine Learning be approved.



Agenda

5-7. PCC Proposals (Senate Document #23-24-11; #23-24-12; #23-24-13) (Action)



PCC Proposals (Senate Document #23-24-11;
#23-24-12; #23-24-13) (Action)

1. In Favor
2. Opposed
3. Abstain





Agenda

8. Revisions to the School of Public Policy (PLCY) Plan of Organization (Senate Document #19-20-24) (Action)

Revisions to the School of Public Policy (PLCY) Plan of Organization (Senate Document #19-20-24) (Action)

- The University Plan requires that all Colleges and Schools be governed by a Plan of Organization. Revisions to these Plans must be reviewed and approved by the Elections, Representation, & Governance (ERG) Committee, the Senate, and the President.



Revisions to the School of Public Policy (PLCY) Plan of Organization (Senate Document #19-20-24) (Action)

- The School of Public Policy (PLCY) submitted revisions to its Plan of Organization to the University Senate for review in November 2019, which included changes to its appointment, promotion, and tenure (APT) policy.



Revisions to the School of Public Policy (PLCY) Plan of Organization (Senate Document #19-20-24) (Action)

- The ERG Committee reviewed the revisions to the PLCY Plan of Organization- it identified areas where shared governance and administrative functions should be separated, noted that there is no single body fulfilling the function of the Faculty Advisory Council, pointed out instances where staff and student opportunities for participation were inadequate, and noted that committee term lengths and quorums were unclear.



Revisions to the School of Public Policy (PLCY) Plan of Organization (Senate Document #19-20-24) (Action)

- After a collaborative review process between the ERG Committee and PLCY, the School provided a revised Plan that addressed the ERG Committee concerns in spring 2023.
- The PLCY Plan submitted had delineation of committee roles between administrative and shared governance, established a Faculty Advisory Council as specified in the UMD Plan, and clarified committee membership processes with clear term lengths and quorums. Additional revisions were made to specify constituency groups of students as undergraduate and graduate, and staff as non-exempt and exempt.



Revisions to the School of Public Policy (PLCY) Plan of Organization (Senate Document #19-20-24) (Action)

- At the September 2023 ERG Committee meeting, the committee reviewed the revised version of the School of Public Policy Plan noting that the points of concern were addressed.
- The ERG Committee approved the revised Plan by vote on October 13, 2023. The Faculty Affairs Committee voted to approve the appointment, promotion, and tenure (APT) and Post-Tenure Review sections of the Plan on October 11, 2023.



Revisions to the School of Public Policy (PLCY) Plan of Organization (Senate Document #19-20-24) (Action)

- The PLCY Assembly approved the revised version of its Plan in a college vote concluding on October 23, 2023.
- The ERG Committee moves that the School of Public Policy Plan of Organization be approved by the University Senate.



Agenda

8. Revisions to the School of Public Policy (PLCY) Plan of Organization (Senate Document #19-20-24) (Action)



Revisions to the School of Public Policy (PLCY) Plan of Organization (Senate Document #19-20-24) (Action)

1. In Favor
2. Opposed
3. Abstain





Agenda

9. New Business
10. Adjournment

