



CALL TO ORDER

Chair Jarzynski called the meeting to order at 3:19 p.m.

APPROVAL OF THE MINUTES, MAY 9, 2023 MEETING

Chair Jarzynski asked if there were any corrections to the minutes as distributed; hearing none, he declared the minutes approved as distributed.

REPORT OF THE CHAIR

SEC Meeting

Chair Jarzynski explained the Senate Executive Committee is responsible for setting the agenda for each Senate Meeting as well as charging the standing committees of the Senate and University Councils with specific reviews. He stated that the SEC held its first meeting of the year on August 21, 2023. Chair Jarzynski said that he will be announcing additional committee charges at future meetings, and that Senators can follow the work of the committees through the agendas on the Senate website, or through tracking their charges on the [Senate legislation page](#).

Procedures & Guidelines

Senate Chair Jarzynski stated that while in a virtual meeting format, Senate procedures for in-person meetings will be adhered to as closely as possible. All University policies and expectations for appropriate conduct continue to apply during virtual Senate meetings.

Chair Jarzynski provided a detailed overview of the procedures and guidelines for virtual meetings related to expectations, recording, muting, use of the chat feature use, technical issues, participation, Zoom features, processes for introducing non-Senators, and voting processes. Jarzynski also detailed instructions for voting using PointSolutions.

Chair Jarzynski opened the floor to questions on the procedures; hearing none, he moved to the next item on his report.

2023 BOR Staff Awards

Chair Jarzynski stated that the Board of Regents (BOR) Staff Awards, represent the highest honor bestowed by the Board of Regents for the achievements of exempt and non-exempt staff employees at System institutions. The Senate Staff Affairs Committee coordinates the process for the University of Maryland, College Park, prior to making recommendations to President Pines regarding nominees to be put forward to the system-level review.

Chair Jarzynski noted that the 2023 BOR Staff Awards winners included two UMD staff, Archilline Tablada, for Outstanding Service to Students in an Academic or Residential Environment (exempt staff) and Todd Waters, for Extraordinary Public Service to the University or Greater Community (non-exempt staff). Jarzynski congratulated the winners and thanked them for their contributions to the campus community. He also thanked last year's Staff Affairs Committee Chair, Daniel Ostick, and the committee itself for their work in the process.

Senate Office Staffing Updates

Chair Jarzynski announced that the office welcomed one new coordinator, Rebecca Riley. Jarzynski noted that the Senate Office is still in search to fill its third coordinator position. He also mentioned that the office was still in search of an Administrative Coordinator to manage the Senate, SEC, and assist with administrative workload and daily operations.

Progress on Senate Communications Working Group

Chair Jarzynski gave an update on the Communications Working Group. He provided context on the working group and shared that the working group managed to find a solution for Senators to better communicate with their constituencies. He thanked the members of this working group; Nicole Joie, Veronica Marin, Past Chair Rochelle Newman, and Axel Persaud, for their hard work and dedication to create a communication system for Senators.

SPECIAL ORDER

Veronica Marin, University Senate Executive Secretary & Director *Orientation: Senators, Senate Meetings, and Shared Governance*

Veronica Marin, Executive Secretary & Director, University Senate provided a presentation detailing the role of Senators, the operations of Senate meetings, and the University's principles of shared governance. She provided information on the role of the Senate, and information on Senate meeting materials, agenda contents, meeting structures, meeting logistics for the coming year, the importance of communicating expected absences, committee reports, types of recommendations, policy revisions, voting procedures, and quorum. Director Marin also explained how Senators and members of the campus community can track current Senate legislation on the University Senate's website. She introduced a new ELMS/Canvas course for Senators to complete, the [Senator Resources and Training](#) module is available to all Senators, and a new system for Senator-Constituency communication. She mentioned that instructions and details would soon be made available.

2022-2023 SENATE LEGISLATION LOG (SENATE DOCUMENT #23-24-01)

Chair Jarzynski explained that the legislation log had been delivered to the Senate as an informational item to provide an overview of last year's completed work and as information on any items that carried over to this year. He noted that Past Chair Newman and the Senate were able to complete 25 Senate bills during the 2022-2023 session, including 5 Bills carried over from prior years. Jarzynski commended Newman and the Senate for their hard work last year.

APPROVAL OF THE 2023-2024 COMMITTEE & COUNCIL SLATES (SENATE DOCUMENT #23-24-02)

Jordan Sly, Chair of the Committee on Committees and Chair-Elect, provided background on the selection process and made a motion on behalf of the committee to approve the standing committee and council slates as presented.

Chair Jarzynski, thanked Chair-Elect Sly and opened the floor to discussion.

Senator Garg, Undergraduate, CMNS inquired about the vacancy on the Student Conduct Committee.

Sly responded that the seat had been filled.

Seeing no further discussion, Chair Jarzynski called for a vote on the slates. The result was 113 in favor, 1 opposed, and 1 abstention. **The motion to approve the slates passed.**

REVIEW OF THE STUDENT CODES OF CONDUCT: CODE OF STUDENT CONDUCT AND THE CODE OF ACADEMIC INTEGRITY (SENATE DOCUMENT #21-22-22) (INFORMATION)

Chair Jarzynski explained that the SEC attempted to have this piece of legislation be considered at the April 26th Senate meeting. However, given the revisions suggested by the Office of General Counsel (OGC), 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. He explained that since the Codes needed to be in place by July, as per Senate Bylaws Section 4.3.a, the SEC has the authority to act on behalf of the full Senate. He shared that during the summer the SEC approved the revisions of the Codes on behalf of the Senate. A report of the SEC actions with supporting materials was provided for Senators.

PCC PROPOSAL TO ESTABLISH A BACHELOR OF SCIENCE IN GLOBAL HEALTH (SENATE DOCUMENT #23-24-03)

Wendy Stickle, Chair of the Programs, Courses, and Curricula (PCC) Committee presented the PCC Proposal to Establish a Bachelor of Science in Global Health (Senate Document #23-24-03) and provided background information on the proposal.

Chair Jarzynski thanked Stickle and opened the floor for discussion of the proposal.

Senator Simpkins, PTK, AGNR asked if there would be any opportunities for international travel with the creation of this program.

Stickle responded that the proposal includes a travel abroad requirement and provides a variety of specific courses that students can select from that are specifically related to their major.

Senator Singer, TTK, CMNS asked what support would be offered for instructors outside of the School of Public Health.

Dr. Cousin-Gossett, Assistant Dean for Undergraduate Education in the School of Public Health, responded that an email had been sent about the release of funds for staffing courses for Biology.

Senator Osuji, TTK, BSOS asked about components of the major that would enable global experiences even for students who are not able to go abroad.

Nicole Cousin-Gossett said this was something the school was working very seriously on. She invited Dina Borzekowski to speak on this topic.

Dina Borzekowski, Director of the Global Health Initiative, answered that Go Global classrooms will help fulfill global experiences for these students.

Senator Arturo, undergraduate, BSOS asked whether this program would be a Limited Enrollment Program (LEP) and if there were counselors prepared to help students in the major.

Cousin-Gossett responded that there will be an advisor hired in the next several months. She also mentioned that the program would not be an LEP.

Chair Jarzynski called for a vote on the proposal. The result was in 116 favor, 4 opposed, and 5 abstentions. **The motion passed.**

PROPOSAL TO AMEND BYLAWS OF THE UNIVERSITY SENATE: INCLUSION OF THE PROCESS FOR INTELLECTUAL PROPERTY COMMITTEE MEMBERSHIP (SENATE DOCUMENT #22-23-22) (ACTION)

Chair Jarzynski invited Hilary Thompson, a committee member from the Elections, Representation, and Governance (ERG) Committee to present the proposal.

Thompson presented the Proposal to Amend Bylaws of the University Senate inclusion of the process for Intellectual Property Committee membership (Senate Document #22-23-22) and provided background information about the proposal.

Chair Jarzynski opened the floor to discussion of the proposal.

Hearing none, he called for a vote on the proposal. Chair Jarzynski reminded Senators that an amendment to the Bylaws requires a $\frac{2}{3}$ majority and Senators are not allowed to abstain. The result was in 127 favor and 0 opposed. **The motion passed.**

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)

Chair Jarzynski invited Amy Karlsson, Chair of the Academic Procedures & Standards (APAS) Committee to present the committee's recommendations.

Karlsson began with a brief explanation of the current policy and provided some background information on the proposal.

Chair Jarzynski opened the floor to discussion of the proposal.

Senator Stairs, TTK, ARHU raised a point of clarification that over a semester, students would be working toward a final essay. He added that given the nature of such an assignment that it would not make sense for it to be worth less than 10% of the final grade, but that it would also need to come at the end of the course. He asked for clarification on what courses were supposed to do in cases like this.

Karlsson addressed that this is a common misconception about the policy. She stated that under the current proposed revisions, courses could either make their essay due during the final exam period time or, as there is an exception written in the proposed policy for culminating projects and essays, that a course could have an essay worth more than 10% of the final grade due in the last week of classes.

Dean Konana, Dean, BGMT asked about the degree of feedback from the Smith School of Business, where there are many courses that implement experiential learning projects.

Karlsson responded that this was a major topic of discussion within the committee. She explained that one of the representatives on the committee teaches in the Smith School of Business and was actually a major proponent of the aspects of the policy change implemented. She added that if an experiential learning project, under the policy as proposed, has been worked on throughout the semester, then that would qualify for an exception. She went on to add that the policy had been crafted in such a way to allow accommodations for experiential and performance based final projects or exams.

Senator Balan, TTK, CMNS made a motion to amend the proposal by adding a new sentence to allow individual departments to have the right to set their own policies. Below, the language of the amendment is noted in **pink**. The proposed removed text from the original policy is noted in **red strikethrough**. The committee's proposed addition to the policy is noted in **blue**:

- 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.**

The motion was seconded.

Before opening for discussion, Chair Jarzynski asked the proposer to provide rationale for the amendment.

Senator Balan introduced Doron Levy, Chair of the Department of Mathematics, to provide rationale for the amendment.

Levy said that while he supported alternative means of final course assessment, the proposed policy as written can fundamentally change the way that students are assessed. He continued by saying that he did not see a clear statement that allows departments to mandate final exams. He expressed that a department's core classes should have uniformity and that a rogue professor, based on the proposed policy, could alter that uniformity. The amendment would allow departments to impose a particular form of course assessment.

Chair Jarzynski opened the floor for discussion and reminded Senators that this was limited to a discussion of the amendment only.

Karlsson explained that there is no reason that the policy, as it has been proposed, would not allow for the scenario Levy is concerned about. She added that as the proposed language is written, that any final exam can be given or required. She explained that it doesn't necessarily need to be explicitly written to be allowed.

Senator Hajiaghayi, TTK, CMNS expressed that this was too general of a constraint to perhaps work for all departments and colleges.

Senator Singer spoke in support of the amendment, citing that explicitly saying something is better than having the policy remain ambiguous.

Chair Jarzynski called for a vote on the first amendment. The result was 90 approved, 19 opposed, and 15 abstentions. **The motion to approve the first amendment passed.**

Chair Jarzynski returned discussion to the main proposal.

Senator Balan made a motion to amend the following section of the policy by adding in language to define the last week of classes. Below, the language of the amendment is noted in **pink**. The proposed removed text from the original policy is noted in **red strikethrough**. The committee's proposed addition to the policy is noted in **blue**:

There shall be no final examinations during the last ~~week of classes, seven 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 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 days of the semester~~, even if they are worth more than 10% of the course grade.

The motion was seconded.

Before opening discussion, Chair Jarzynski asked the proposer to provide rationale for the amendment.

Senator Balan introduced Doron Levy again to provide rationale for the amendment.

Levy expressed that there is ambiguity in the proposed policy as written as to when the last week of the semester is defined.

Karlsson responded that this was something that was discussed by the committee. She added that the phrasing of "days" is unclear because there is ambiguity between "class days" and "calendar days." She brought up an uncertainty with how much "wordsmithing" should be done on the Senate floor.

Chair Jarzynski guided Senators to propose an amendment to the amendment, to change "seven days" to "seven calendar days." Below, the language of the amendment to the amendment is noted in **pink**. The proposed removed text from the original policy is noted in **red strikethrough**. The committee's proposed addition to the policy is noted in **blue**:

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.

The motion was seconded.

Chair Jarzynski asked if there were any further comments regarding the amendment to the amendment.

Senator Upadhyaya, TTK, CMNS expressed confusion about the definition of the “last day of the semester.” She mentioned that this is potentially ambiguous as she thinks of the last day of the semester as when grades are due. Karlsson invited William Cohen, Dean of Undergraduate Studies, to speak on this matter.

Dean Cohen explained that the committee thought about precisely these questions and policy language was drafted with this concern in mind. In regards to the second amendment, he explained that “a week” is a period of seven days and expressed uncertainty as to why this amendment was being proposed.

Senator Cleaveland, TTK, CMNS expressed discontent with the Zoom format, as he wished to discuss the proposal as a whole and felt that discussing amendments shunted those who wanted to speak about the proposal.

Chair Jarzynski reminded Senators that amendments must be discussed before returning to a general discussion about the proposal.

Senator Goodman, TTK, CMNS expressed a potential complication with the language of the second amendment for those courses that only meet once a week.

Senator Cranwell Deinert, TTK, LIBR wondered if this issue could be solved by changing the language to say “last seven calendar days from the last day of class.” She reasoned that the language helps incorporate discussion classes that meet once a week and is more specific. She asked if it was acceptable to amend the amendment to the amendment to add this language.

Chair Jarzynski explained that the amendment to the amendment must be voted on before amending the amendment to the amendment. Below, the language of the amendment to the amendment is noted in **pink**. The proposed removed text from the original policy is noted in **red strikethrough**. The committee’s proposed addition to the policy is noted in **blue**:

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.

Chair Jarzynski called for a vote on the amendment to the amendment. The result was 79 approved, 19 opposed, and 19 abstentions. **The motion to approve the amendment to the amendment passed.**

Chair Jarzynski reopened discussion of the second amendment. Chair Jarzynski reminded Senators that they have not voted on the second amendment yet.

Senator Upadhyaya proposed a second amendment to the amendment to read “seven calendar days ending on the last day of classes.” The second amendment to the amendment was displayed on screen for Senators. Below, the language of the second amendment to the amendment is noted in **pink**. The proposed removed text from the original policy is noted in **red strikethrough**. The committee’s proposed addition to the policy is noted in **blue**:

There shall be no final examinations during the last ~~week of classes~~ **seven calendar days of the semester 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 of the semester 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 of the semester ending on the last day of classes**, even if they are worth more than 10% of the course grade.

Senator Sprinkle, TTK, PLCY mentioned that the academic calendar makes a distinction between the last class, reading period, and exam period. He then made the point that these are all part of the semester, so the use of semester interchangeably with “week of classes” does not make sense as the proposed amendment to the amendment language implies that they are the same.

Senator Wall, non-exempt staff, VPA pointed out that the sentence as it stands is difficult to read and adding more words is creating more confusion. He encouraged simplicity in the verbiage and phrasing moving forward.

Senator Goodman made a motion to extend the meeting by 5 minutes. The motion was seconded. Chair Jarzynski called for a vote on the motion to extend and noted that it required a $\frac{2}{3}$ vote in favor. The result was 80 in favor and 35 opposed. **The motion to extend the meeting until 5:05 p.m. passed.**

Senator Cranwell Deinert read the text of the second amendment to the amendment as it stood, and admitted it is not a perfect sentence, but does get the point across. She mentioned that it may be beneficial to send the proposal back to the committee to get the wording right. Chair Jarzynski advised that in order to return to committee there would need to be a motion to do that.

Senator Baldwin, TTK, ARHU moved to return the proposal to the committee.

The motion was seconded.

Chair Jarzynski opened the floor for discussion.

Senator Goodman said he was in favor of returning to the committee and mentioned that the committee may have over specified their originally proposed language. He went on to give an example that a course that gives presentations that are worth more than 10% of the grade during the last week of class and still has a final assessment would not be allowed under the current language.

Senator Fathy, TTK, ENGR seconded Senator Goodman's comments and provided two examples from his own classes. He suggested that the proposed policy language is over specified and wondered if there was a way to give departments more leeway in setting the bounds of the proposed 10% restriction during the last week of classes.

Karlsson made several final points about these concerns. She mentioned the committee's proposed policy language was specifically written in a way to anticipate these concerns and the committee spent a lot of time considering these issues. She added that for most classes the proposed policy language would not change their final exams. She mentioned that for classes that this would affect, that changing the syllabus so that it is in line with the proposed policy would not be challenging.

Chair Jarzynski called for a vote on the motion to return the 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) back to the committee. The result was 108 approved, 8 opposed, and 3 abstentions. **The motion passed.**

NEW BUSINESS

There was no new business

ADJOURNMENT

The meeting was adjourned at 5:06 p.m.