



FACULTY SENATE

**Executive Council**

February 10, 2020                      4:00 – 5:30 pm  
Waterman 427A

Minutes

Present: Professors Allen, Burns, Chittenden, Cushman, Eyler, Giangreco, Harrington, Paris, Massell, Toolin

Absent: Professors Almstead, Beckage, Prue, Read, Ross

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The meeting was called to order at 4:03 p.m. in Waterman 427A

1. **Approval of January 13, 2020 Minutes.**

**Motion:** Evan Eyler moved to approve the minutes with one correction. Dave Massell was omitted from the list of members present.

The motion was seconded and **passed unanimously.**

2. **Chair's Remarks** – Thomas Chittenden made the following remarks:

- **Senate Calendar 2020-21** has been set and includes a few adjustments to the meeting pattern. There will be a late August Senate meeting designed as a Welcome/Orientation/Reception. A light agenda will be sent at the May Executive Council meeting, and will include the conferral of summer degrees. The January and February meeting will be merged.
- **Nominations** – Laurie Eddy reported that there are three Senate leadership positions that are up for election this year, including:
  - Senate President-Elect, and
  - two (2) at-large members to the Executive Council.

Nominations for these leadership positions will be accepted via webform on the Senate webpage, or from the floor of the Faculty Senate through the March 23, 2020 Senate meeting. Elections for Senate President-Elect and the two members at-large to the Executive Council will be held by electronic ballot, distributed via email to all eligible faculty in April. Results will be announced at the April meeting.

The Senate office does an annual review of Senators and Standing Committee members prior to the election process. This includes the individual senator/member terms, and the seats open for election. We also conduct a periodic review of the eligible faculty counts to determine the number of Senate seats allotted to each department/unit – in this case, it has been a 5-year period since the last eligible faculty count. Some adjustments need to be made, and those

adjustments will occur with the new term on July 1, 2020. The departments with adjustments include:

- Two units will be reduced from two seats to one: Libraries and History
  - OBGYN did not have a seat, and will now have one.
  - Four Departments will increase from one seat to two: Anesthesiology, Family Medicine, Medicine, and Radiology.
- **Policies up for Comment/Review** – No comments were received on the policies distributed. Individuals may send comments. The deadline is February 21<sup>st</sup>

### 3. CAC Consent Agenda

Laura Almstead was not in attendance, but provided two items to be considered for the CAC consent agenda:

- a. Name Change: MS in Animal Science, CALS
- b. Report Out: New Concentration for ENSC Major, CAS/CALS/RSENR

**Motion:** Dave Massell moved to place the CAC consent agenda on the February Senate agenda. The motion was seconded and **passed unanimously**.

- 4. **Student Affairs Committee – GPA Calculation and Repeated Courses** – Ken Allen reported that the SAC unanimously approved a resolution to revised the University Policy on Repeated Courses for GPA calculations for repeated courses. The revisions are attached to these minutes. The revision also creates a new grade of “R” for designation of repeated courses for transcripts so that the system will not use a particular repeated course grade for GPA calculations. A student may repeat a course at UVM, but will only receive credit once for that course.

**Motion:** Evan Eyler moved to place the proposal for a revised policy for GPA calculations for repeated courses on the Senate agenda for February. The motion was seconded and **passed unanimously**.

- 5. **Student Affairs Committee – Attendance Policy** – Ken Allen reported that the SAC unanimously approved a resolution to revise the Students Rights and Responsibilities Policy Regarding Class Attendance. The revision is attached to these minutes.

**Motion:** Evan Eyler moved to place the resolution to revise the Students Rights and Responsibilities Policy Regarding Class Attendance on the Senate agenda for February. The motion was seconded and **passed unanimously**

- 6. **Campus Wide Faculty Conference.** Jim Vigoreaux, Associate Provost for Faculty Affairs, opened a conversation around the theme for the 5<sup>th</sup> annual campus-wide faculty conference. The conference is a roll-out event for a year-long series on the theme. Criteria for the theme includes topics that:

- are of interest to the broader university community,
- are timely and relevant to the national discourse,
- have campus experts available to serve as plenary speakers, or discussion facilitators,
- have relevance to a major university initiative,
- are related to the 1<sup>st</sup> year summer read,
- have relevance to one or more sponsored university events, such as a Burack lecture or Blackboard Jungle.

Jim Vigoreaux provided an overview of the prior years’ events, and the data gathered from the evaluations. Changes to the event format have been made in response to feedback, and 71% of

survey respondents ranked the event excellent or good. Attendance has averaged 150 faculty members per year.

Potential themes were discussed, and included:

- Educating for Global Citizenship (global view of Land Grant Mission)
- Scholarship of Teaching and Learning.
- Faculty Mentoring
- Happiness Research (Peter Dobbs lab)
- Research on Vermont
- Sustainability

Next step – Topic/theme suggestions should be sent to Jim Vigoreaux with a short (2-3 sentence) description of the topic, a list of potential faculty speakers, and some examples of possible subsequent events around the topic (panel, speakers, etc.). Jim will circle back when topics are solidified.

**7. Agenda for the P&P Meeting of Friday, January 24, 11 – 11:45 a.m.**

- Board of Trustees Meeting Warnings to the Full Campus & BOT Format Changes of Late. Relationship between the Board of Trustees and the University faculty.

**8. Draft Agenda for Faculty Senate Meeting of February 24**

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| 4:00 | 1. Faculty Senate President’s Welcome Remarks – Thomas Chittenden <i>[10 min]</i>  |
| 4:10 | 2. Consent Agenda (vote) <i>[5 min]</i> <ul style="list-style-type: none"> <li>• Minutes of the 1/27/20 Faculty Senate Meeting</li> <li><i>Curricular Affairs</i> <ul style="list-style-type: none"> <li>a. Name Change: MS in Animal Science, CALS</li> <li>b. New Concentration: ENSC Major, CAS/CALS/RSENR</li> </ul> </li> </ul> |
| 4:15 | 3. Call for Nominations <i>[5 min]</i> .<br><i>There are three Senate leadership positions that are up for election this year, including: Senate President-Elect, and two (2) at-large members to the Executive Council.</i>   |
| 4:20 | 4. Student Affairs Committee (SAC) – GPA calculation and Repeated Courses – Ken Allen & Jen Prue (vote)  |
| 4:40 | 5. Student Affairs Committee (SAC) – Attendance Policy – Ken Allen & Jen Prue (vote)   |
| 5:00 | 6. University Disaster Preparedness & Decision-Making Process and Coordination - Gary Derr   |
| 5:25 | 7. New Business <i>[5 min]</i>   |
| 5:30 | 8. Adjourn   |

9. **Old Business** – Mary Cushman provided an update from the RSCA on the issue of diversity on the Board of Trustees. The RSCA sent the BOT a list of suggested changes to the guidelines for selection of University Trustees. Some of the suggestions were adopted, and were positively received by the BOT leadership.

The meeting adjourned at 5:30p.m.

Revised Policy Proposal for GPA Calculations for Repeated Courses

Approved by SAC of the Faculty Senate of the University of Vermont

2/6/2020

~~Strike Through~~ = original language that is changed

*Italics = new language*

~~Students who repeat a course only receive credit once for the course. The grades for all occurrences of the course remain on the permanent academic record and all are included in computing the cumulative grade point average. Any transfer credit for repeated course work will be removed from the transfer credit record. Only the course(s) completed at UVM will be calculated into the GPA.~~

*A student may repeat a course at the University of Vermont, but will only receive credit once for that course. After a course is repeated, the student's transcript will be revised to replace the previous grade for that course with an "R." The GPA calculation will only include the grade for the repeated course, regardless of whether the repeated course grade is higher or lower than the initial course grade. A course may be repeated more than one time only at the discretion of the dean of the student's college/school, after consideration of any impact on the student's financial aid and/or progress to graduation.*

*Only course(s) completed at UVM will be considered in the calculation of GPA. Any credit for previously transferred course work that is repeated at UVM will be removed from the transfer credit record.*

*Only courses repeated after [date of implementation of this policy] will be addressed according to the policy above.*

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In order to make this policy work, we also approve of a new grade of "R" for designation of repeated courses for transcripts and so that the system will not use a particular repeated course grade for GPA calculations. So, that policy language should read as follows:

*The grade of "R" will serve the following function: After a course is repeated, the student's transcript will be revised to replace the previous grade for that course with an "R." The repeated course grade will be recorded in the semester in which it was repeated.*

*The grade of "R" will be added to the transcript key under "Other Grades (not included in computing grade point average)" with the following explanation: "Repeated course."*

**Revised Attendance Policy**  
**Approved by SAC 2/6/2020**

~~Strike Through~~ = original language that is changed  
*Italics* = new language

**Attendance Policy**

Students are expected to attend all regularly scheduled classes. *With the exceptions outlined below*, the instructor has the final authority to excuse absences. It is the responsibility of the instructor to inform students of their policy for handling absences and tardiness and the consequences that may be imposed. Notification should be done both verbally and in writing at the beginning of each semester.

It is the responsibility of the student to inform the instructor regarding the reason for absence or tardiness from class, and to discuss this with the instructor in advance whenever possible. The instructor has the right to require documentation in support of the student's request for an absence from class and to determine the appropriate response (e.g., excused absence, deadline extension, substituted work). ~~If an out-of-class exam is scheduled which conflicts with a regularly scheduled class, the regularly scheduled class has priority.~~ *If an out-of-class exam or other activity (e.g., field trip, campus speaker or event, workshop) conflicts with a regularly scheduled class, the regularly scheduled class has priority.* Any conflicts between student and instructor regarding this policy may be presented for resolution to the course department chair or College dean's office.

When a student is unable to attend classes for reasons of health, *bereavement, or required legal appearances (e.g., jury duty, citizenship hearing)*, the student should contact their academic dean's office regarding support. An instructor may request through the appropriate dean's office documentation to support a student's request for an excused absence.

~~the student may give permission for the instructor to discuss the situation with a representative from the Center for Health and Wellbeing. As with all absences, the faculty member has final authority to excuse students from classes.~~

**Intercollegiate and Academic Competitions:**

~~Students participating in inter-collegiate athletics should plan their schedules with special care, recognizing the primary importance of all of their university academic responsibilities. Each semester, members of UVM varsity and junior varsity teams are responsible for documenting in writing any conflicts between their planned athletic schedule and the class schedule to their instructors by the end of the second full week of classes. Students and instructors should then discuss potential conflicts between course requirements and intercollegiate competitions. When an unavoidable conflict exists, the student and instructor should seek a resolution which permits the student to address the course requirement and participate in the athletic competition. The instructor has final authority on this matter who represent the University of Vermont in official intercollegiate varsity athletic or academic program-sponsored competitions should plan their schedules with special care, recognizing the primary importance of their academic responsibilities. It is the responsibility of the student to avoid signing up for a course or section whose scheduled meetings consistently conflict with the intercollegiate competition and travel schedule. If travel for such intercollegiate competition requires absences from a class, it is also the student's responsibility to provide the instructor with documentation of anticipated absences and to meet with the instructor regarding the missed course work and instruction. Provided a student has submitted documentation for absences due to participation in official intercollegiate competitions, an instructor~~

*must excuse the absences and should provide reasonable assistance to the student concerning missed instruction, assignments, and exams, including final exams. Any conflicts between student and instructor may be presented for resolution to the course department chair or College dean's office.*

**Religious Holidays Observance:** Students have the right to practice the religion of their choice. Each semester students should submit in writing to their instructors by the end of the second full week of classes their documented religious observance schedule for the semester. ~~Faculty must permit students who miss class for the purpose of religious observance to make up the course work. Each student is held responsible for knowledge and observance of these rules and regulations, including those concerned with academic honesty. Please refer to the Code of Student Rights and Responsibility policy webpage.~~ Faculty will treat these absences as excused and will provide reasonable accommodation to the student concerning missed instruction, assignments, and exams, including final exams. Any conflicts between student and instructor may be presented for resolution to the course department chair or College dean's office.

**Disenrollment Policy:** The instructor has the right to disenroll any student from a course if that student

1. does not meet the prerequisites of the course, or
2. fails to attend a scheduled course by the third instructional day of a semester or the second scheduled class session of a course, whichever comes later, unless the student has notified the instructor and has been excused.

To disenroll a student, the instructor must notify the registrar by the add/drop deadline. Upon such notification, the registrar shall remove the student's name from the class list and the course from the student's schedule. The student is responsible for determining whether they are enrolled in a class. Any conflicts between student and instructor may be presented for resolution to the course department chair or College dean's office.

Original policy link: <http://catalogue.uvm.edu/undergraduate/academicinfo/rightsandresponsibilities/>