Meeting called to order.

I. Review of the draft minutes for the 04.01.20 faculty meeting. (LINK to Minutes)

II. Reports

A. President
(Distributed via email from the President’s Office)

B. Academic Affairs Provost
(Linked via President’s Monthly Report)

C. Principal Policy Making Committees
(Committee reports from Academic Affairs, General Education and Faculty Welfare follow this agenda as Appendices A-C, ATC Appendix G. Committee chairs will be available to speak to the reports and answer questions during the meeting.)

III. New Business
A. Resolutions of Standing Committees
B. MOTIONS

B2 Motion: to change the Bylaws of the PSU faculty as they pertain to the Academic Affairs Committee:
(1) Under Article XI.D.1.a Composition: to remove the Associate Vice President for Academic Affairs, the Vice President for Enrollment Management and Student Affairs and senior staff member from the Undergraduate Advising Center, and add the Associate Provost, the Vice President of Communication, Enrollment and Student Life and a senior staff member from the Center for Student Success/Advising.
(2) Under Article XI.D.1.c.(2) Duties: to change the composition of academic integrity panels based on current academic administrative structure and the academic integrity policy.
(3) Under Article XI.D.1.c.(4) Duties: to state the AAC will coordinate with the Center for Student Success/Advising to write probation contracts and review severance appeals.
(4) Under Article XI.D.1.c.(6) Duties: to change Undergraduate Advising Center to Center for Student Success/Advising
See the email from Jason that has the wording for the amendment.

Motion passes: 94% for, 6% abstaining

Poll #2, all 4 amendments to the by-laws

Suggest B1 be labeled as Appendix I and B2 be Appendix J and B3 be Appendix K

B.3 Motion: To revise the Graduate Transfer Credit Policy to allow students who failed a class at PSU to take the course at another university, transfer that course's credits into their program, and also have the F excluded from the GPA calculation. (see full motion below – attached)

Motion Passes: 86% for/4% against/10% abstain

B.1 Motion (Faculty Welfare Committee), to amend the Faculty Bylaws, Article XI. Committees, D. Committee Descriptions, 6. Faculty Welfare Committee, a. Composition, as indicated below, to change the requirement for the Chair of the committee from tenured to full-time (text to be deleted struck through, text to be added in bold). (see full motion below – Attached)

Lisa Doner

Motion passes: 76% for/9% against/15% abstain

Q: Please explain the rationale.
   Lisa: the tenured faculty issues are handled through AAUP, so in order for those to be represented, we requested this change

C. Discussion Items

D. Any other reports
   Open CoLab
   (See Appendix D. Robin DeRosa will be available to answer questions during the meeting.)

   BOT Report
   (See Appendix H. Robin DeRosa will be available to answer questions during the meeting.)

No questions.

Promotion, Tenure, and Evaluation (PT&E) Advisory Group
(See Appendix E. Rebecca Grant will be available to answer questions during the meeting.)

No questions.

Taskforce on Faculty Governance
IV. Old Business

a. **2020-2021 Elected and Appointed Committees Vacancies and Appointments**
(Committee Chairs will be available to answer questions during the meeting.)

**2020-2021 Election Updates (Kyle Burke)**

Vacancies:

- Academic Affairs Committee: 1 Voting Member, 1 Observer
- Academic Technology Committee: 1 Observer
- Athletic Council: 2 Voting Members, 1 Observer
- Curriculum Committee: 1 Observer
- Faculty Welfare Committee: 1 Observer
- General Education Committee: 1 Observer
- Grievance Resolution Committee: Members Tenured
- Faculty Observers to Student Senate: 2 Observers
- Representative to PAT Senate
- Rep. to BOT Financial Affairs
- Graduate Council Representative to Steering Committee
- Nominating and Balloting Committee: 2 Members

b. **General Education and AU Taskforces have been established. Chairs will be elected by each committee.**

- Mary will send out current members and an update will be going out in the fall

Speaker Elect Announcement; Eric Hoffman

Adjournment at 5:04 pm

APPENDIX A:

**Academic Affairs Committee Report**  
May 2020

The Academic Affairs Committee (AAC) met virtually on Monday 20 April 2020 and did not meet on Friday 24 April 2020.

The meeting on Monday 20 April 2020 included updates on old business including work being completed on generating frameworks for (1) prior learning assessment and (2) updating AP equivalencies with the admissions office. The committee also reviewed proposed language for updates to the AAC by-laws, which were approved in committee 8-0-0-0. These updated by-laws will be brought forth as a motion to the full faculty as time permits on the faculty meeting schedule in May 2020 or early in the next academic year. The committee also voted on the next chair of AAC: Chris Benedetti (7-0-1-0, yes-no-abstain-absent).

The AAC also conducted a vote electronically to approve an update to the graduate transfer credit policy in concert with the graduate advisory council and the registrar’s office. This update includes allowing graduate students, who failed a class, to take that class elsewhere, have the credits transfer, and have the “F” struck from
their transcript as is done with undergraduate students. This vote was conducted via e-mail by the AAC and approved 6-0-0-2 (yes-no-abstain-absent). You will see this as a motion at faculty meeting.

This report concludes my sixth year on AAC, third semester as chair of AAC, and run of bringing forth motions at seven consecutive faculty meetings.

Submitted by Jay Cordeira, Chair of Academic Affairs Committee
The General Education committee met twice in April. We have no motions to bring before the full faculty. We focused primarily on the following issues.

**General Education Program Revision Task Force:** We discussed the process and shared information we received from the faculty speaker regarding the vote. Results from the vote will be shared in the May meeting. We discussed the importance of regular contact with that committee.

**INCAP Description for the Catalog:** The committee discussed and voted to approve language for the catalog that would mirror changes approved by faculty vote.

**Course Evaluation Questions:** We agreed to remove the general education specific questions from course evaluations at the request of the Promotion, Tenure, and Evaluation Advisory Group.

**Focus for Next Year’s Work:** We listed major topics that needed to be a focus of next year’s work. These items included continuing our transition to CIM and changing some of how we perform our functions, implementing INCAP and providing supports to programs, and meeting with the advisory council.

At the final meeting, Kate Elvey and Joey Rino were re-elected as co-chairs of the committee.
APPENDIX C:

Faculty Welfare Committee Report
Lisa Doner Chair
May, 2020

4/28/20 Steering Committee Report - Faculty Welfare

Updates to the Faculty Handbook are progressing. The areas that needed the most work now have faculty groups in place to address them. The PT&E Advisory Group is making good progress; we expect that updated PT&E language will come out of that. The FWC has plans to meet via Zoom with Human Resources and Academic Affairs at our next meeting, in May. One of the biggest gaps remains with cluster/AU organization. A task force created to address these questions is convening, either this summer or fall. Remnant confusion seems to remain about the boundary between language revisions to accommodate name and role changes, and actual policy that creates new roles. This confusion will hopefully be resolved by the outcomes of the cluster/AU organization task force.

Other progress aims to improve representation and capacity of the FWC itself, by a change in the bylaws that currently restrict committee chairship to tenure-track faculty.

The FWC will be voting on the Open Initiative at our next meeting.

Submitted 4/28/20

Lisa Doner, Chair FW
APPENDIX D:

Open CoLab
May, 2020

Colab Report to Faculty
May 6, 2020

Please join us for a series of upcoming faculty development events open to everyone. More info will be coming via email, as this series is still in development. Psu-open@plymouth.edu with questions.

May Faculty Development Slipper Camp
“like boot camp only softer and on zoom”

<table>
<thead>
<tr>
<th>Date</th>
<th>Title</th>
<th>Time</th>
<th>Tiny Description</th>
<th>Access</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon, 5/4</td>
<td>Facilitator Meeting</td>
<td>10am &amp; 1pm</td>
<td>For facilitators of workshops (with Robin &amp; Martha)</td>
<td>CoLab Website</td>
</tr>
<tr>
<td>Tues, 5/5</td>
<td>Facilitator Meeting</td>
<td>10am &amp; 1pm</td>
<td>For facilitators of workshops (with Robin &amp; Martha)</td>
<td>CoLab Website</td>
</tr>
<tr>
<td>Tues, 5/5</td>
<td>Grad Faculty Drop-In</td>
<td>2-5pm</td>
<td>Get one-on-one help moving your summer course online! (with Martha, Robin, Jason, Travis, &amp; Stacey)</td>
<td>CoLab Website</td>
</tr>
<tr>
<td>Wed, 5/6</td>
<td>Grad Faculty Drop-In</td>
<td>8:30am-12pm</td>
<td>Get one-on-one help moving your summer course online! (with Martha, Robin, Jason, Travis, &amp; Stacey)</td>
<td>CoLab Website</td>
</tr>
<tr>
<td>Thurs, 5/7</td>
<td>CPLC Season 2 Orientation</td>
<td>12:30-2:30pm</td>
<td>For participants in the second cohort of the Cluster Pedagogy Learning Community, (with Robin, Cathie, &amp; Martha)</td>
<td>TBD</td>
</tr>
<tr>
<td>Fri, 5/8</td>
<td>CPLC Season 2 Orientation</td>
<td>12:30-2:30pm</td>
<td>For participants in the second cohort of the Cluster Pedagogy Learning Community, (with Robin, Cathie, &amp; Martha)</td>
<td>TBD</td>
</tr>
<tr>
<td>Tues, 5/12</td>
<td>Preparing for C19 Contingencies</td>
<td>9-10:30am</td>
<td>Part II: An all-faculty program to establish a framework for summer planning, (with Robin &amp; Martha)</td>
<td>TBD</td>
</tr>
<tr>
<td></td>
<td></td>
<td>11-11:45am</td>
<td>Part II: A continuation, looking at specific practices in the framework, (with Robin &amp; Martha)</td>
<td>TBD</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1-1:45pm</td>
<td>Part III: Hy-Flex Design (with Robin &amp; Martha)</td>
<td>TBD</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2pm-2:45pm</td>
<td>Part IV: Modular Design (with Robin &amp; Martha)</td>
<td>TBD</td>
</tr>
<tr>
<td>Wed, 5/13</td>
<td>ACE-Informed Workshops</td>
<td>9am-8pm</td>
<td>Workshops expected in: Universal Design, OER, Online Labs/Internships/Art/Etc, Cruelty-Free Syllabus, PBL, online, C19 &amp; Basic Needs, Connection &amp; Communication; Serving Students Who Lack Internet/Devices, Moodle, Zoom; Teams; C19 as Curriculum; Non-Disposible Assignments, Pressbooks, Community Partnerships Online, Grading &amp; Assessment (with large team of faculty &amp; staff)</td>
<td>TBD</td>
</tr>
<tr>
<td>Thurs, 5/14</td>
<td>Drop-In Hours</td>
<td>8:30am-5pm</td>
<td>Stop by for one-on-one help with anything we covered yesterday! (with CoLab &amp; various helpful folks)</td>
<td>CoLab Website</td>
</tr>
<tr>
<td>Fri, 5/14</td>
<td>Drop-In Hours</td>
<td>8:30am-5pm</td>
<td>Stop by for one-on-one help with anything we covered on Wednesday! (with CoLab &amp; various helpful folks)</td>
<td>CoLab Website</td>
</tr>
</tbody>
</table>

This summer, the CoLab will be open virtually by appointment, M-F 8:30am-5pm. Check our website next week for more info: www.colab.plymouthcreate.net.

Please save the dates for Fall professional development: Workshops & New Faculty Orientation on August 17 & 18, and University Day on August 19, 2020.
APPENDIX E:

Promotion, Tenure, and Evaluation (PT&E) Advisory Group
May, 2020
Submitted by Rebecca Grant, Advisory Member

Promotion, Tenure, and Evaluation (PT&E) Advisory Group
May 1, 2020

The work of the PT&E Advisory for the month of April included:

- Facilitating two workshop/presentations on the Boyer model of scholarship in collaboration with the CoLab. The recording and resources for this presentation can be found at: https://colab.plymouthcreate.net/resource/pte-workshop-on-the-boyer-scholarship-model/

  To follow-up with this work, we will be offering upcoming drop-in sessions and a workshop during University Days in August. Anyone interested in learning more about the Boyer model is invited to contact any member of the advisory to discuss further.

- Collaboration with the Faculty Welfare Committee and AAUP and TL union representation to provide recommendations for the promotion, tenure, and evaluation process for those applying Sp20.

  In addition, we also provided recommendations for student evaluation questions for the Sp20 term.

- Updating the promotion, tenure, and evaluation sections of the Faculty Handbook.

Please do not hesitate to contact a member of the group with any questions or concerns.

Respectfully,

- Cathie LeBlanc (Professor of Digital Media and Coordinator of General Education; Tenured Faculty)
- Rebecca Grant (Teaching Faculty in English; PT&E Advisory Group Communication Liaison; Pre-promotion)
- Khanh Lai (Assistant Professor of Social Work; Pre-tenure)
- Trish Lindberg (Professor of Integrated Arts and Artistic Director of ETC and TIGER; Tenured Faculty)
- Pat Cantor (Professor of Early Childhood Education; Tenured Faculty)
- Anil Waghe (Associate Professor of Chemistry; Tenured Faculty)
- Christin Wixson (Associate Professor of Scholarly Communication; Tenured Faculty)
- Emma Wright (Associate Professor of Mathematics; Tenured Faculty)
APPENDIX F:

Taskforce on Faculty Governance
May, 2020

To reconvene the Faculty Governance (FG) Taskforce in the fall of 2020 to analyze the preliminary data and fall 2019 survey results related to the creation of a senate model of faculty governance. Attention will be to build on the recommendations and in collaboration with the newly formed AU Taskforce. Taskforce initial recommendations and a Q and A session will be provided during a joint Faculty Governance and AU Taskforce fall 2020 faculty meeting, date to be determined.

Submitted by Stephen Flinn
Appendix G:

Plymouth State University Academic Technology Committee (ATC) Report to Faculty
May 2020

Submitted: April 25, 2020
Submitted By: Daniel Lee, ATC Chair
ATC Meeting Date: March 31, 2020 and April 14, 2020

March 31, 2020 (rescheduled meeting)

Action Items:
• In response to USNH plan to consolidate IT Services, ATC has written a letter of recommendation to President Birx based on the PSU employee survey.
• Updating online education policy was postponed to the next year (5 to 3 votes).
• However, the academic technology strategic plan is scheduled be completed within this year as initially planned.

April 14, 2020

Action Items:
• President Birx joined the meeting and expressed his concerns about not having any formal channel through which PSU can have its voice in the IT consolidation process. He suggested that ATC and Steering Committee have a conversation with Bill Poirier in a joint meeting.
• ATC will conduct the post-Coronavirus faculty survey during the finals week. It is to assess how faculty did during the school closure, what online tools worked and what didn’t, and what additional resources faculty need.

Next ATC Meeting: September 8, 2020 - 3:30-5:00 pm – HUB 123
APPENDIX H:

BOT Report
May, 2020

BOT Report
Robin DeRosa
Faculty Rep

April 23, 2020

Educational Excellence Committee (Called “Ed-Ex” Committee)
- This is a small committee, not a full board meeting.
- Board packet for this committee:
- Report from Student Board: looking to GSC students for support in being online; working to bring boards together across the system; students expressed that not all courses are being taught equally—some students feel like they deserve a refund because syllabi have shifted; what is the value proposition of us being on campus, and what can’t we get online? Students listed things that they feel like they can’t get online.
  - Trustee asked student members whether 18-22 year-olds could maintain social distancing if campuses opened in the Fall. Student said that was a question for each campus should tackle. Another student worried about Greek Life (and suggested more oversight on socials), homecoming, and tailgating.

Consolidated Undergraduate Admissions Summary
USNH Residential Institutions
Fall 2020 — April 15

<table>
<thead>
<tr>
<th></th>
<th>RESIDENT</th>
<th>NONRESIDENT</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>FRESHMEN</td>
<td>4,655</td>
<td>72</td>
<td>4,583</td>
</tr>
<tr>
<td>ADMIT</td>
<td>3,809</td>
<td>660</td>
<td>3,444</td>
</tr>
<tr>
<td>PAID DIP</td>
<td>366 (158)</td>
<td>519</td>
<td>0</td>
</tr>
<tr>
<td>ADMIT</td>
<td>2,142</td>
<td>2,142</td>
<td>2,142</td>
</tr>
<tr>
<td>PAID DIP</td>
<td>269 (16)</td>
<td>269 (16)</td>
<td>269 (16)</td>
</tr>
<tr>
<td></td>
<td>3,965</td>
<td>187</td>
<td>3,778</td>
</tr>
<tr>
<td>ADMIT</td>
<td>1,859</td>
<td>1,859</td>
<td>1,859</td>
</tr>
<tr>
<td>PAID DIP</td>
<td>165 (52)</td>
<td>165 (52)</td>
<td>165 (52)</td>
</tr>
<tr>
<td></td>
<td>5,820</td>
<td>394</td>
<td>5,426</td>
</tr>
<tr>
<td>ADMIT</td>
<td>7,450</td>
<td>324</td>
<td>7,126</td>
</tr>
<tr>
<td>PAID DIP</td>
<td>800 (176)</td>
<td>970</td>
<td>0</td>
</tr>
</tbody>
</table>

- GSC reports deposits down 20%. They talked about mitigating factors.
- PSU reports deposits going well. Deposit deadline is now June 1, and we expect a plateau as we approach that date. We piloted an early Feb admitted students day and that may have helped us. Pushed back summer grad deadline and hoping to catalyze 4+1 deposits there. We have upped parent communications.
- KSC: admits are up, deposits are down, but growing. Our discounting is more restrictive than other campuses, and we are considering financial appeals. Grad enrollments are up.
• UNH and KSC are down, PSU is up 42% against last year. Why is this? Is it location because we are safe and far away or is PSU doing something? Partially location, including in-state parents want students to stay home and not go away to college.

• Questions about why KSC is down and PSU is up in out-of-state. KSC talks about their discount rates being lowered. They are now going to raise their discount rate, which is hard.

• Todd Leach notes that national anti-poaching rules have been relaxed, so we can attract students who were going to go elsewhere who may now want to be safer in NH. It also means people may aggressively poach our students.

• Trustee: “**we have a golden opportunity to announce our intention that WE INTEND TO OPEN OUR RESIDENCES IN THE FALL.**” “The longer we wait, we lose some potential. Students want to be on campus, they want that experience.” This will appeal to “people in our age bracket unless they have some underlying health issues.” “We may have to reverse that decision, but if we announce our intention to open, we can salvage some good out of a bad situation.”

• Todd Leach offers that some schools nationally will announce the intent to open and the list of necessary conditions for opening. He expects a flurry of announcements once those conditions are clearer.
• We have been working on career opportunities at PSU, but we have had a very low response rate to those programs. We are trying to build out virtual summer support for graduates.

• PSU Staff struggle at home because they are not set up for remote work.

• PSU will plan PD opportunities for faculty the week after graduation.

• Trustee says we have to get back on campus because the PSU and KSC student surveys imply that students are NOT satisfied with the remote situation.

• 15% of KSC students reported their internet connection at home was poor or terrible. This image shows how important internet connectivity is to how students feel they are doing now (they also showed that connectivity was more important than laptop, since smartphones were ok for students if connectivity was excellent):
**Keene State College – Student Survey**

<table>
<thead>
<tr>
<th>Self-reported Ratings</th>
<th>Excellent (n=130)</th>
<th>Good (n=240)</th>
<th>Average (n=263)</th>
<th>Poor (n=90)</th>
<th>Terrible (n=26)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extremely successful or somewhat successful with continuing their academics since classes have moved on-line</td>
<td>78.7%</td>
<td>54.8%</td>
<td>35.0%</td>
<td>39.3%</td>
<td>15.4%</td>
</tr>
<tr>
<td>Extremely satisfied or somewhat satisfied with their online courses</td>
<td>52.2%</td>
<td>43.7%</td>
<td>23.2%</td>
<td>18.0%</td>
<td>0%</td>
</tr>
<tr>
<td>Faculty members have kept them engaged in their courses extremely well, very well, or moderately well</td>
<td>86.8%</td>
<td>84.0%</td>
<td>65.9%</td>
<td>65.2%</td>
<td>38.5%</td>
</tr>
</tbody>
</table>

- UNH is doing faculty boot camps in the 2 weeks before the semester starts. They are also outsourcing some of their professional development. 74% of UNH students said they are now less likely to pursue distance education. UNH highly motivated to be f2f based on surveys that show students would reconsider staying at UNH if remote learning continues. At UNH only 55 students had disengaged and unplugged (this is much lower than numbers reported to the PSU AU Council, btw).
- Todd Leach chancellor’s update. This is what he is planning for USNH:

**Implement a Systemwide Hub-and-Spoke Model**

1. Create New Hampshire Online (centralized delivery hub) **Asap**
2. Create a portfolio of highly developed online courses for cross-campus sharing **Asap**
3. Standup hybrid/blended classroom technology **Asap**
4. Support summer faculty development to strengthen online and blended delivery and develop a certification process for online facilitators of NH Online courses and robust instructional design support plans for master teachers **Asap**
USNH Current State

- Online graduate growth is barely keeping pace with on-campus graduate declines.
- GSC is the only significant provider of online undergraduate enrollments, but growth over the past five years has essentially been flat.
- The only systemwide shared online resource is the Call Center which offers extended hour coverage, online chat, ringless voicemail and other capabilities but is currently most leveraged by CCSNH.
- We do have strong faculty and program reputational value.
- We are far behind in issues of responsiveness and convenience, such as is exemplified by our market-facing Web presence.
- Our overall model is obsolete, including our pricing structure, and limiting online enrollment growth.

Next he talks about how we are lagging behind competitors in online delivery. Lauds competitors for hiring consultants to help them build their online. He is clearly working to leverage the C19 crisis to help us enter the online market more competitively in the longer term as well, but especially so we can keep up for fall.

- Our current model is obsolete. Our online market plan has to be more responsive, more customer-service oriented, and we need different pricing models. He shows SNHU and ASU and LSU websites and how they hit all the points on this (customer service like online chats, up-front portals to their online offerings). Then he looks at ours and it is obviously outdated in his opinion. As far as I can tell he wants:
  - Online programs and offerings should be upfront in web presence;
  - Immediate live customer service linked to landing sites;
  - Websites that load faster;
  - Pricing structures advertised that reflect online options (cheaper for students).
• In June, we will be approving all of the campus budgets.
• Today we will:
  o do the 6-year capital asks.
  o The heart of this meeting will be AY22-23, and getting a handle on what it will look like.
  o We will also look at the AY21 budget and losses and how that works with the Huron recommendations.
  o Then we will end with an update on benefits from Jim McGrail.
  o Todd will summarize CARES money
• CARES FUND
  o State getting 1.25 billion for various needs: maybe there will be USNH dollars in there, and Todd is encouraged after talking with governor’s office. Could be funding for building of “the online initiative we talked about earlier.” Could be support for testing. Could be money for student aid (this is less promising). Maybe we will work with CCSNH to ask for stuff together from this fund, but probably we will be on our own.
  o There is also 18 million going to USNH. It’s in 2 buckets:
    ▪ 9 million for student emergency grants (can not be used for room and board refunds as we hoped). We will make a single application portal. Lots of limitations on how we can use that money. Can’t use for student workers to continue getting paid, or to buy tech for students so they can be connected. Have to be spent within one year.
    ▪ 9 million in 2nd bucket has to be spent at the same time. More flexible. Those dollars could possibly be applicable to the room & board refunds.
  o There is another CARES 4 and 5 coming perhaps. Could be more money. We are keeping the pressure up. They know we need it. Senator Shaheen is at the table and very responsive to us. Trustee Scott Mason is on the GOPHER group (?) that is stewarding that money.
  o Cathy Provencher covers the appropriations ask. See packet.
  o Then it went into non-public session for the remaining two hours and I had to leave. Missed most of the meeting.

April 24th

Full Board Meeting

• They started in non-public session at 9am so I was not able to get in.
• [Hey so it’s been an hour and I am still hanging out here in the Zoom waiting room. How is your day going? -RD]
• We have just been notified by text that “public session will just be to vote on the consent agenda.” This is the main BOT meeting.

From Host to Everyone (in Waiting Room):
10:01 AM
We are running behind. Public session will only be to vote the consent agenda.
• At 11:04 the meeting opened for us. There was a quick motion from the nomination committee: for the BOT to make recommendations of who they think should be appointed to the BOT. It passed.

• 11:16: Now the BOT is going back into non-public session. [I feel pretty bummed overall. Glad I at least went to those committee meetings. Oh well. -RD]