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The Minutes of the Marshall University Faculty Senate Meeting, March 27, 2014

Marshall University Faculty Senate

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**THE MINUTES OF THE MARSHALL UNIVERSITY FACULTY SENATE MEETING
HELD ON THURSDAY, MARCH 27, 2014 AT 4:00 P.M. IN
BE5 of the MEMORIAL STUDENT CENTER**

MEMBERS PRESENT: Eldon Larsen (Chair), Rex McClure, Shane Tomblin, Nancy Lankton, Mark Zanter, Larry Stickler, Mike Murphy, Burnis Morris (Assistant Chair), Sandra Prunty, Muhammad Amjad, Yi-Po Chiu, Susan Welch, Jamil Chaudri, John Biros, Cam Brammer (Recording Secretary), Barbara Tarter, Susan Gilpin, Kevin Law, Robin Conley, Eric Migernier, Marianna Linz, Pamela Mulder, Anthony Viola, Kristi Fondren, Aley El-Shazly, Wendy Trzyna, Carl Mummert, Suzanne Strait, Mindy Armstead, Bin Wang, Bizunesh Wubie, Lori Ellison, Isaac Larison, Tom Hisiro, Harold Blanco, Tina Cartwright, Charles Clements, Jung Han Kim, Fadi Alkhankan, John Wilkinson, Jim Denvir, Stephanie Anderson, Eric Blough, Kelli Johnson, Thom Walker, Tracy Christofero (Graduate Council) and Beth Campbell (ACF).

MEMBERS ABSENT: Daesung Ha, Uday Tate, Fredrick Bartolovic, Mark Timmons, Scott Simonton, Derrick Kolling, Alfred Akinsete, Sandra Stroebel, Zach Tankersley, Piyali Dasgupta, Mary Payne, Emine Koc, and Travis Salisbury.

PARLIAMENTARIAN: Cheryl Brown

GUESTS: R.B. Bookwalter, Corley Dennison, Philippe Georgel, Mary Beth Reynolds, Jan Fox, Michael McGuffey, Stephen Kopp, Matt Turner, Haiyang Chen, Gayle Ormiston, Allan Stern, Majeed Khader, Chuck Bailey, Dan Holbrook, Andrew Nichols, Stephen Tipler, Marty Amerikaner, Janet Dooley, Monica Brooks, Lacie Pierson (HD), Mary Ellen Heuton, and Dan Hollis.

Declaring that there was a quorum, Faculty Senate Chair, Dr. Eldon Larsen called the meeting to order at approximately 4:00 p.m.

- **APPROVAL OF MINUTES:**

Minutes of the February 27, 2014 meetings were approved as written.

- **ANNOUNCEMENTS: Dr. Eldon Larsen**

- The Executive Committee will convene again on Monday, April 7, 2014 at noon in the **John Spotts Room**.
- The Faculty Senate will convene again on Thursday, April 17, 2014 at 4:00 PM in B5 of the Memorial Student Center.
- The next BOG meeting will be held on April 22 & 23, 2014 in the Shawkey Dining Room.
- The next ACF meeting will be held on April 24, 2014 at Fairmont State University.
- Dr. Larsen stated that work has taken place over the last several years on a new undergraduate Multidisciplinary Degree Program. That proposal was recently presented to the Academic Planning Committee, which has some concerns about the proposal, although they stated they 'are not opposed to the concept.' The APC proposed to ask the

Council of Chairs to further develop the degree proposal, but the Executive Committee, after reviewing the powers of the APC in the faculty constitution, did not feel the APC had the power to ask another group to further develop a degree program. However, the Executive Committee does have the power to establish such ad hoc committees and has done so. The committee members will be Vicki Stroehrer – CAM, Isaac Wait – CITE, Mark Timmons – COHP, Uday Tate – COB, Harold Blanco – COEPD, Pamela Mulder – COLA, Michael Castellani – COS, and ex-officio non-voting members being Corley Dennison- Associate Vice President of Academic Affairs, Mary Beth Reynolds – Vice President of Assessment, Tracy Christofero – Vision & Mission for the 20/20 Committee, Burnis Morris – Original member on the Multidisciplinary Committee, and Philippe Georgel – current chair of the APC.

- **COMMITTEE RESOLUTIONS/RECOMMENDATIONS:**

- **SR-13-14-69 BAPC** – Course Substitution Policy ***WAS MOVED, SECONDED, AND APPROVED.***
- **SR-13-14-70 CC** – Course Additions ***WAS MOVED, SECONDED, AND APPROVED.***
- **SR-13-14-71 CC** – Course Changes ***WAS MOVED, SECONDED, AND APPROVED.***
- **SR-13-14-72 FPC/EC/FSAT** – New Promotion, Tenure, & Salary Policy Package ***WAS MOVED, SECONDED, AND APPROVED as amended after a general discussion.***
 - Dr. Cam Brammer stated they have been working on this package for over four years. Everything that was in the document before is still there, but they have added new items for promotion and tenure. This document will give the ‘new hires’ a chance at significant raises before they are tenured. It also clears the step between promotion and tenure so we have some clear divisions and we know what they are. She asked for the faculty support to pass this recommendation. It also sets in motion that this cannot be ignored, this policy can be changed and worked on. Mandatory review is every 3 years for Faculty Senate, and 5 years for the Board of Governors.
 - Dr. Dan Holbrook, Chair of the Faculty Personnel Committee also spoke. He discussed process and content. This process is what shared governance looks like. It has not been easy or conflict free. As a package, he thinks these changes are pretty solid and is the best we are going to get right now. Guidelines and procedures will be pushed down to the level of best –knowledge. The departments will develop those criteria and guidelines their selves.
 - Dr. Stephen Kopp spoke about this recommendation as well. The comment they heard was the AA-7 (raise policy) was never intended to be in effect as long as it was. The recognition was that it wasn’t going to benefit a large number of faculty. The proposals are 100% merit. The units are going to have to define what ‘merit’ is; review their current merit policy and understand what they represents. Monetary increments associated with establishing floors in each of the ranks and have already benefited some of the faculty with the onetime raise consideration by the Board of Governors.
 - Dr. Mary Amerikaner, representative to the Board of Governors. He is also requesting support for this recommendation. In the past year, the Board has voiced very strong supportive interest in both faculty salary related concerns as

well as the promotion and tenure policy that are all a part of this package. His primary concern is to draw attention to faculty salary concerns. The Board has requested these issues be on their agenda by April. This package is not the answer to the question of the faculty salary questions, but it is a part of it.

- Susan Welch asked about ‘clinical instructors’. She noticed there wasn’t anything in this document about instructor level rank. Dr. Holbrook answered her by saying that Dr. Kopp stated in a meeting that all temporary instructors, contingent faculty, etc will be addressed at a later date. Dr. Kopp stated these policies only includes tenure track and tenured faculty and doesn’t include instructors because they are not tenure track positions. AA-22, the annual review policy, there is quite a bit of variability across the campus as to how the annual reviews are treated. Such as the supervisor signs off of an annual review, which simply states they have read the document. And how the last year’s annual review isn’t linked to the current annual review. And the annual reviews aren’t really important for the promotion process. Dr. Holbrook added that clinical and library faculty are promotable but not tenure-able which is why they are included in this document.
- Dr. Aley El-Shazly motioned to amend and move from **AA-26** section **6.2.1** the sentence, *“No items other than recommendations as outline below may be added or deleted from the application after this point.”* to the end of **6.2.6** which speaks about promotion. This **WAS MOVED, SECONDED, AND APPROVED.**
- Dr. Aley El-Shazly motioned to amend and move from **AA-28** section **4.2.6** the sentence, *“No items other than recommendations as outline below may be added or deleted from the application after this point.”* to the end of **4.2.9** which speaks about tenure.
- Dr. Aley El-Shazly motioned to amend and move from **AA-28** section **3.1.2** to delete the sentence *“Tenure is awarded not only for past achievements but also in anticipation of continued achievement in all areas of responsibility”* and replace it with *“Because tenured faculty members are expected to continue to achieve at a high level in our own areas of responsibility, each college or unit may wish to include a statement about expected future achievements and means of assessing such potential in their tenure criteria”* **WAS NOT APPROVED**
- Dr. Aley El-Shazly motioned to amend and move from **AA-28** section 4.2.3 modify that statement, but the motion does not pass.
- Shane Tomblin stated that he has a faculty member in the COB that wanted this statement on the record: *“The inclusion of university citizenship as a criteria for either promotion or tenure is a really bad idea from a faculty point of view. This is supposedly a criteria that will bring the faculty more actively into governance of the university. The application is such a general concept without guidelines is problematic. If I were to say in a public forum that I personally disapprove of the way Dr. Kopp takes large increases in salary while the faculty and staff get mere token at best and I find this morally unacceptable while I have some staff members paid at or below the poverty level. With this active ‘university citizenship’ are a weight for me or against me if my promotion and tenure application were on Dr. Kopp’s desk. Please ask him that right now in front of the faculty senate. Find out just how free - free speech under a regime of university citizenship. And even if Dr. Kopp says it would make no difference to him couldn’t*

we expect the same liberal interpretation of university citizenship from the next president. This requirement that's been written is open to abuse against faculty and should not be a part of the promotion and tenure process." Shane agrees with his colleague from the COB when it comes to the citizenship within the promotion and tenure. He thinks each one of the 'areas of responsibility: teaching, research and creative and service has an element of citizenship in them, however, he thinks a quality of such a measure should be addressed further before it is implemented within a broader policy. He is asking to reconsider putting this in the document at this time. He made a motion to strike out the verbiage related to citizenship be stricken from AA-28 section 3.2.5. "...Major attention shall be given to the quality and caliber of professional accomplishments and to the future promise as an educator, scholar or artist, and responsible university Citizen".

WAS MOVED, SECONDED, AND NOT APPROVED.

- *Dr. Charles Clements stated we all need to be good university citizens. He thinks that keeping that statement in, is promoting good citizenship. Promoting the general good will of the university needs to be kept in the document.*
 - *Dr. Pamela Mulder suggested that we put the issue for citizenship aside for now. For one, when Dr. Kopp brought it up to her, he said the departments will come up with how they want to define good citizenship. And two, university citizen is all over this document. We are going to have to review it again in three years. She doesn't think now is the time to start removing those words.*
 - *Dr. Mark Zanter stated that we should not compare university citizenship to other hard measures when applying for promotion and tenure.*
 - *Dr. Dan Holbrook addressed this by stating they used careful consideration when using any words in this document. He sees no trouble at all integrating all this together. By the departments determining citizenship.*
 - *Shane Tomblin motioned to strike AA-27, section 3.2.6. Since the departments are going to be defining 'citizenship' why is it being explained in the section? **WAS MOVED, SECONDED, AND NOT APPROVED.***
 - *Susan Welch motioned to add "equal to \$5200 for promotion from Instructor to Assistant Professor..." **WAS MOVED, SECONDED, AND NOT APPROVED.***
 - *Dr. Pamela Mulder suggested to wait on entering "Instructor" until or both documents merge together.*
 - *Dr. Mark Zanter suggested keeping in the document 2.9.11 AA-28 be placed in the document after 6.2.15 concerning a grievance upon not being tenured. That motion **WAS MOVED, SECONDED, AND APPROVED.***
- **SR-13-14-73 EC** – Constitution be amended. It states the constitution be amended with adding "...and a representative elected from and by the Marshall University Council of Chairs" to article VI Section 5, Section 6 and Section 7 **WAS MOVED, SECONDED, AND NOT APPROVED.**
 - **REPORT OF THE UNIVERSITY PRESIDENT: Dr. Stephen Kopp**

- Dr. Kopp thanked everyone on the Faculty Senate for their support on the policy changes. The BOG will meet on April 21 & 22, 2014.
- Legislative came, met, and adjourned after 60 days, but they did approve SB 306 did reaffirm the 3.75% reduction in state appropriations. Delegate Jim Morgan introduced revenue generating bills. Neither the 1% tax increase nor the increase in tobacco tax, which was introduced in both Houses, got any traction, mainly because it's an election year. We will see what happens in post-election in January.
- He will send out and make available to Faculty Senate the bills that did pass. The biggest hit that we took in public higher education was HB 101 which reduces the allocation to the Research Challenge Fund which we worked hard on.
- SB 322 passed both Houses mandates that state employees are paid at least twice per month. Pay will be every two weeks as opposed to twice per month beginning January 2015. No one will be shorted. This Bill was driven by the wvOASIS Enterprise Resource Planning System (ERP), the state has implemented. They are attempting to align the payroll side with the way the system is been designed to function.
- HB 4283 raised the minimum wage to \$8.00 effective July 1, 2015. It also has a provisional to go to \$8.75 on July 1, 2016.
- Good news for first and second semester freshmen retention. We taught 90% this year. He credited everyone in the room for this increase. Last year it was 86.2% which is about a 4% increase.
- During a retreat with the deans they took a look on how to ensure the current freshmen that are here get registered for the fall.
- Increase in deposits from the freshmen class, which are up about 3%.
- INTO enrollments are up from last year. Spring semester we enrollment was about 210.
- They are continuing to work with the Budget Working Group.
- He invited all to review the 20/20 page. There is an update of all the different working groups.
- Dr. Kateryna Schray, Professor of English, was selected as 2013 West Virginia Professor of the Year. Congratulations to her! (Applause from the audience.)
- He discussed the SR-07-08 (29) 60 FECRAHC which is a recommendation that mandates the President provide details on Marshall's compensation to the faculty and an indication of progress towards meeting equity and peer targets, Additionally, the report will contain a snapshot of promotion funded, merit dollars distributed, and the institution's obligation to salaries and benefits.

He presented a power point presentation which can be accessed by going to <http://www.marshall.edu/senate/>.

- **REPORT OF THE PROVOST: Dr. Gayle Ormiston – No Report**
- **BOARD OF GOVERNOR'S REPORT: Dr. Marty Amerikaner – No Report**
- **ACF REPORT: Dr. Beth Campbell**

- Great Teachers Seminar is coming up. The Center for Teaching & Learning is doing a great job in informing faculty. Marshall can send 4 faculty members.
- SB 409 passed in both Senate and the House, but it didn't get on the Governor's desk in time for him to sign it, so that bill didn't go this year. But we anticipate seeing it again next year.
- The HEPC said we need make it easier for one to transfer between WV Higher Education Institutions or we will see a bill for that next year as well. ACF is lobbying the HEPC to have faculty involved in developing those transfer policies.
- Dr. Kopp commented on SB 409, stating if you read the bill *literally*, it sounds like the community and technical colleges would have refusal rights on curricular changes and we could not make curricular changes, majors and so on without their approval on the articulation transfer agreement. That was what Marshall's principle objection to this bill. He urged everyone who is representing, advocating and lobbying to take a hard look at that and the last thing we want is to be in a position to where we would need to wait on another institution to approve something that we know we need to change. If we work together on another bill, he thinks we come up with a bill that we can all live with.
- The Governor's budget did contain an across the board raise of all higher education employees in the amount of \$504. She's not sure how it will be distributed. The way it usually works is each higher education institution if given \$504 per employee and it is up to the university has to how they choose to spend it.
- Dr. Kopp commented on the \$504 figure. We are still trying to determine the language and what is stated in provision. In this particular case this only applies to state lined positions. The practice in the past is usually do is if it is for state lined positions, they give the entire university. If you have any proposals or suggestions, please contact someone on the Budget Working Group and channel those through them. They have not yet determined what they are going to do.

- **REPORTS FROM 20/20 COMMITTEES:**

- Faculty Salary Adjustment Team: They Faculty Salary Adjustment Team still meets once two weeks. They have identified the \$3M is needed to bring the average faculty salary in each rank and each discipline up to median CUPA peers and SREB peers
- Budget Working Group: Since the last meeting the have met twice. They had an update to the Faculty Salary Adjustment Team the amount to bring us up to the median is roughly \$3M. Distribute on merit basis. There was a discussion on how to select appropriate salary target amounts for classified and non-classified staff. They spent some time discussing the vision of the Budget Model. Also discussed closing the 2015 budget gap. They discussed the process to the budget updates from Mary Ellen Heuton. We will possibly get an estimated tuition increase of about \$1.5M. This will put us just south of \$8M.
- Vision/Mission: Tracy Christofero stated the Vision/Mission Group meets every two weeks. They have 3 more meeting this academic year and they will pick it

back up in the fall. Currently they are working toward the meaning of “*Why Marshall*” and talking about mission statements and values of attending Marshall.

- Roles & Responsibilities: Dr. Kopp had no report.
- Communications Plan: Matt Turner said the committee met last Tuesday and there was an interactive discussion on how was the best way to communicate about what going on with the strategic planning on campus. It’s an evolving process just is the 20/20 website. The address is www.marshall.edu/2020/ and he invited everyone to join the list serve. There will be regular updates in the We Are... Marshall Newsletter. He asked for anyone to send him any ideas on how to improve internal communications.
- Academic Portfolio: No report. Nothing new since our last meeting.
- Service Portfolio: They are getting ready to kick off a 90 day Quick Action Team. They will have several different teams. They will be reaching out to faculty, so please look at ways how you can participate. The timing will be in the summer. This isn’t a one shot deal. We want to continue with the 20/20 committees and continue to find ways to improve
- Pro-Forma Model: Dr. Larsen stated someone asked him what is Pro Forma? Michael McGuffey stated it is a long term budget outlook. It is also how you plan your financials... such as how many programs you have, revenues from students, for example: # of faculty, # of students, distribution of resources, program fees, etc. We will be looking at a 3 to 5 year forecast. We have done this with success with both the School of Pharmacy and Physical Therapy and we will use the same template.
- **REPORTS FROM STANDING COMMITTEES:**
 - The committee liaisons gave brief reports from their respective committees.
- **OTHER BUSINESS:**
 - None
- **REQUESTS TO SPEAK TO THE SENATE: (5 minutes per person)**
 - Dr. Philippe Georgel discussed the Intent to Plan in regards to the addition of an Ad Hoc the Faculty Senate. The Chair of the Senate can look at the nomination decide on who will sit on any such committee. Example: The COB had a nomination and they were not chosen. He thinks this seems outside of the constitution.
 - Dr. Larsen responded that the Executive Committee did in fact set up this Ad Hoc Committee and the COB sent him two names and he chose one of the two names.

- Dr. Eldon Larsen announced the presidential and provost evaluations will be sent out Friday (March 28, 2014) morning. They are due back to the Faculty Senate office no later than April 10, 2014.
- **AGENDA REQUESTS FOR FUTURE MEETINGS:**
- None

THE MEETING WAS ADJOURNED AT 5:03 P.M.

Respectfully Submitted,
Dr. Camilla Brammer, Recording Secretary
Faculty Senate