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The Minutes of the Marshall University Faculty Senate Meeting, October 22, 2015

Marshall University Faculty Senate

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**THE MINUTES OF THE MARSHALL UNIVERSITY FACULTY SENATE MEETING
HELD ON THURSDAY, OCTOBER 22, 2015 AT 4:00 P.M. IN
ROOM BE5 of the MEMORIAL STUDENT CENTER**

MEMBERS PRESENT: Larry Stickler (Chair), Philippe Georgel (Assistant Chair), Lori Ellison (Recording Secretary), Nancy Lankton, Daesung Ha, Marc Sollosy, Dale Shao, Uday Tate, Burnis Morris, Fredrick Bartolovic, Mike Murphy, Hannah, Kozlowski-Slone, Susan Booton, Carrie Childers, Monika Sawhney, James Dauber, Susan Welch, Hilary Brewster, Robin Conley, Eric Migernier, Paige Muellerleile, Pamela Mulder, Amine Oudghiri-Otmani, Shawn Schulenberg, Barbara Tarter, Stephen Underhill, Anthony Viola, Mindy Armstead, Derrick Kolling, Karen Mitchell, Carl Mummert, Wendy Trzyna, Jamil Chaudri, Scott Simonton, Harold Blanco, Tom Hisiro, Isaac Larison, Edna Meisel, Feon Smith, Jim Denvir, Jung Han Kim, Jan Paul Muizelaar, Louis Nieuwenhuizen, Zach Tankersley, Leonard White, Kara Willenburg, Stephanie Anderson, Eric Blough, Thom Walker.

MEMBERS ABSENT: David Cartwright, Liz Murray, Andrew Nichols, Tina Cartwright, Fadi Alkhankan, David Chaffin, Charles Clements, Tom Dougherty, Raj Khanna, Emine Koc, Nick Chongswatdi, Bobby Miller, Travis Salisbury, Megan Shepherd, Lauren Waugh, John Biros, Kelli Johnson.

EX-OFFICIO, VOTING MEMBERS PRESENT: Tracy Christofero (Graduate Council), Marybeth Beller (ACF), Cam Brammer (BOG)

EX-OFFICIO, VOTING MEMBERS ABSENT:

PARLIAMENTARIAN: Cheryl Brown

GUESTS: M Prewitt, Alex O'Donnell, Anne Axel, Mike McGuffey, Sherri Stepp, Jeff Huffman, Miriah Young, Monica Brooks, Andrew Gooding, Sherri Smith, RB Bookwalter, Gayle Ormiston, Mary Beth Reynolds, Mary Ellen Heuton, Margie McInerney, William K. Walter, M Murray, John Maher, Haiyang Chen, Chris Ingersoll, Amber Bentley, Teresa Eagle, and Alexa Antill, Carol Hurula.

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

- **APPROVAL OF MINUTES:**

Minutes of the September 24, 2015 meeting were approved as written.

- **ANNOUNCEMENTS: Dr. Larry Stickler**

- Senators should sit around the table, others should sit at the chairs provided, and cell phones should be set to silent mode. Asked that those speaking to the senate use the micro-phones. All should remember to sign in legibly.

- There needs to be an election of a faculty representative to the Budget Working Group. There was one nomination from the floor, the nominee consented to serve, vote was unanimous.
- Being that two versions of the academic calendar were proposed, there was discussion of the procedures for how the discussion would follow on the recommendation on the agenda and then, if that failed, proposing the other recommendation from the floor.
- The next Executive Committee will convene again on Monday, November 9, 2015 at noon in the John Spotts Room.
- The Faculty Senate will convene again on Thursday, November 19, 2015 at 4:00 PM in BE5 of the Memorial Student Center.
- The Board of Governors will meet again on October 28, 2015.

Motion to depart from the agenda to hear Dr. Brammer's report since she has class at this time. Seconded and approved.

- The Board met earlier this week and named Dr. Gilbert as the new President of Marshall.
- The process for the selection of the candidate was challenging but thorough
 - Candidate interviews were conducted all of last week with meetings with many different constituencies to get feedback and opinions
 - Several groups on campus met to decide on important questions they felt needed to be asked.
 - Feedback was received via survey monkey report form and via personal emails sent to Dr. Brammer. She took those items to the Board and made that information known to the other Board members.
 - She said the Board members were receptive to the feedback they got and the candidate selected was the candidate that was the choice of the majority of faculty. This is the first time in a number of years that has happened.
 - The Board spent a great deal of time talking about everyone's thoughts on the candidates. They went into this process of making a decision with a great deal of information and tried to use that to make the best decision.
- Dr. Brammer stated that this board wants to know what is going on at the campus. They would love to visit classes and learn more about what we do. If you want a Board member to visit one of your classes, just let her know and she can pass that information along to them to make arrangements for that.
- Next meeting is October 28th.

Motion to return to the agenda. Clarification from the Parliamentarian that this was not needed. Returned to the agenda.

- **RECOMMENDATIONS approved**
 - SR-15-16-04 CC undergraduate area of emphasis changes
 - SR-15-16-05 CC undergraduate program deletion
 - SR-15-16-06 CC undergraduate course additions

- SR-15-16-07 CC undergraduate major addition
- SR-15-16-08 CC undergraduate area of emphasis deletion
- SR-15-16-09 CC undergraduate course changes
- SR-15-16-10 CC undergraduate major changes
- SR-15-16-11 CC undergraduate course deletion
- SR-15-16-12 SCWC recommendation on Campus SaVE act

The following motion was considered, discussed at length, and voted on by show of hands; 17 for, and 28 against. The 15/15 calendar model did not pass.

- SR-15-16-14 BAPC Recommends that the attached academic calendars for AY 2016-17 and AY 2017-18 be adopted- 15/15-week model

The following motion was brought to the senate from the floor with ensuing discussion and a vote by show of hands; 35 for, and 9 against. The motion passed.

- SR-15-16-13 BAPC Recommends that the attached academic calendars for AY 2016-17 and AY 2017-18 be adopted- 14/14-week model

• **REPORT OF THE INTERIM UNIVERSITY PRESIDENT: Mr. Gary White**

- Mr. White apologized for missing the last meeting due to a death in the family.
- Report on selection of the new president
 - He is in communication frequently with Dr. Gilbert to keep him informed of what is happening while he is preparing to come to campus in January.
 - Dr. Gilbert asked about the 20/20 process and is being given information to help him understand that and be ready to join the process upon his arrival.
 - Mr. White feels Dr. Gilbert will be a good leader for the university.
 - Mr. White will continue with “business as usual” to complete the end of the year and prepare for Dr. Gilbert’s arrival.
 - He will begin his duties with the start of the spring semester.
 - He will be on campus again at least once between now and then. More if possible.
- The 4% budget cut
 - They are continuing to work on what will need to happen to reconcile this cut.
 - He appreciates the newly elected Faculty Senate representative to the Budget Working Group
 - There are many challenges ahead to address this cut in the budget funding.
- He was pleased with the presidential selection process and the amount of feedback they received.
- It was very helpful to the process as was the live streaming/archive of the meetings.
- In the days ahead:
 - He will continue to work as always until the new president is in place.
 - He has set up frequent video conferencing to make sure Dr. Gilbert is kept informed of all that is being done.
 - Dr. Gilbert’s wife, Leigh, is a computer technician and will not be able to come immediately to allow time for her complete her time to be eligible for retirement. She is expected to join him here in Summer 2016.

- Thanks to you all for your participation in this process.
- **REPORT OF THE PROVOST: Dr. Gayle Ormiston**
 - Dr. Ormiston would like to thank all of those who participated in the meetings this week for the HLC site visit.
 - The report for this visit will come as a draft soon. We will have the opportunity to fact-check everything and make corrections prior to final submission.
 - The final decision is made by Institutional Actions Council at the HLC.
 - There is an effort to begin building a relationship with Bluefield State College and Concord and perhaps other institutions.
 - Group of deans talking with them about creating pathways for graduates from some of these institutions around the state into our graduate programs and some undergrad programs as well.
 - Building a better relationship with the other institutions in the state.
 - Hope is this will help with our enrollment and help with their programs as well.
 - Deans will report on the program development and the academic portfolio. Programs we hope to develop will generate more revenue on campus.
 - Efforts are underway to investigate the addition of an undergraduate cybersecurity Program that will involve College of Business, College of Information Technology and College of Science.

Motion to depart from the agenda to hear from Jim Terry on the security plan for the campus. Seconded and approved.

- Referred Faculty to the website where you can find the safety plans listed
- There is a safety committee meeting this coming Tuesday.
- He is asking for suggestions for what needs to be incorporated regarding safety program and training.
- Suspect incident on campus brought all of this to attention. Incident involved an unloaded weapon and was take care of rather quickly.
- Want suggestions on what training people would like to get.
- Clarified the policy on when the text message alerts are sent.
- They need to confirm what they send before they send it to avoid unnecessary panic.
- A question was raised about homeless vagrants on campus invading classes and asking students for money. We need to call when that happens so they can be moved off campus. We need to advise the students not to give them money.
- **ACF REPORT: Dr. Marybeth Beller**– Written report was sent
- **REPORTS FROM 20/20 COMMITTEES**
 - Budget- Mary Ellen spoke to what we are needing to do with the new cuts coming down.

- Estimating a \$2.6 mil cut.
 - Looking at what they can do with that and thinking strategically about the plan going forward including more investments as well as cuts.
 - If you have ideas, email her or the new BWG rep.
 - Enrollment looks good so that helps, they have found \$900,000 to put toward the \$3 million deficit target.
 - The raise pool is still in the budget but they have to be realistic about how they will balance the budget.
 - Looking at next year's budget as they go.
 - Looking at ways to spend, save and invest wisely.
- Communication- No report
 - Roles and Responsibilities- No report
 - Academic portfolio- already discussed in the Provost's report.
 - Service portfolio- John Maher talked about \$3 mil recommendations in the budget adopted and included in the 2016 budget. They have tracked about \$900,000 in savings so far. They are on track, but can't get too comfortable due to more possible cuts coming.
 - Wanting to count the savings earlier on for implementation
 - Wanting to accelerate the implementation so they keep the pace up for identifying other opportunities and they have split the leadership to address these processes.
 - Looking at how to prepare ourselves for this happening again for next year.
 - Targeting early opportunities to be part of the hold-back and reduce the base budget.
 - First meeting of this group in early November.
- Proforma Model- Model has been drafted to look at fee revenue and other revenue. Looks at operating expenditures in faculty positions, graduate assistantships, etc. They will be in a good place in a couple of weeks. Ready to pilot test in a couple of programs.
 - Key Performance Indicators- There are 5 KPIs for each dean to look at. Small classes (under 10 students), reassigned time, and three others. Course evaluations- there is no written policy about when students are allowed to take these, when they are opened and closed. Students get notifications reminding them until they have completed them. Faculty should get reports about how many are complete. Question was asked about how these should fit into hiring and firing decisions. Still concern about response rates on these given the significance they have in P & T decisions. Stated that they looked at a study that showed lower response rate doesn't necessarily bias the results.

STANDING COMMITTEES

- Academic planning- no report
- Athletic- no report
- Budget and Academic planning- Asked Exec Committee to organize a committee on student evaluations and discussed grade appeals procedure.

- Curriculum- Met Sept 25 and the Senate just passed those recommendations. Next meeting is tomorrow. Last meeting is Nov 13. Have materials to Kevin Law by Nov 6 if you want them done this semester.
- Faculty Development- Met Oct 9 INCO grant applications. 2 denied due to incomplete applications. The quality of applications are not meeting the standard and this may affect their funding in the future if they do not comply with the standards.
- Faculty personnel- no report

• **REQUESTS TO SPEAK TO THE SENATE: (5 minutes per person)**

Mary Ellen mentioned quickly about payroll changes. They are still pushing forward to go to biweekly in January but that may change. They will let us know if there are any changes.

Dr. Stickler reminded the senate that we will be having elections in the Spring.

THE MEETING WAS ADJOURNED AT 5:28 P.M.

Respectfully Submitted,

Lori Ellison

Lori Ellison, Recording Secretary
Faculty Senate

MINUTES READ:

Dr. Larry Stickler, Chair
Faculty Senate

Mr. Gary White, Interim President
Marshall University