10-27-2016

The Minutes of the Marshall University Faculty Senate Meeting, October 27, 2016

Marshall University Faculty Senate

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Recommended Citation
Marshall University Faculty Senate, "The Minutes of the Marshall University Faculty Senate Meeting, October 27, 2016" (2016). Faculty Senate Minutes. 185.
http://mds.marshall.edu/fs_minutes/185

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THE MINUTES OF THE MARSHALL UNIVERSITY FACULTY SENATE MEETING
HELD ON THURSDAY, OCTOBER 27, 2016, AT 4:00 P.M. IN
ROOM BE5 OF THE MEMORIAL STUDENT CENTER


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

EX-OFFICIO, VOTING MEMBERS ABSENT: None

PARLIAMENTARIAN: Cheryl Brown


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

1. APPROVAL OF MINUTES:

Minutes of the September 22, 2016 meeting were approved as written.

2. ANNOUNCEMENTS:

a. Senators should sit around the table; others should sit at the chairs provided; cell phones should be set to “silent” mode; and to ensure an accurate recording of the meeting, senators should use the microphones when speaking and are to state their name and department. All should remember to sign-in legibly. There are PEIA packets on the table in the back-please pick one up if you have not done so already.

b. The Faculty Senate would like to thank Brandi Jacob-Jones and the University President’s office for organizing the 20/20 campus update session that was held yesterday at noon. Many of the senators, in addition to faculty & staff from across campus, were in attendance. We are very appreciative of having this relevant information shared with faculty and trust this will help stimulate more dialog about these important issues.

c. The following resolutions were signed and read by the University President:
a. LAC Resolution to support the ACF Issues for 2016-17
b. FS Resolution to Sponsor WV Budget Education Event
d. The following recommendations were signed and disapproved by the University President:
   a. SR-16-17-01 UFC Confidential recommendation for an honorary degree.
e. The Faculty Senate office is in the process of interviewing a possible work-study student for the office
   and to specifically help with the digital archiving of all recommendations/resolutions to the Marshall
   Digital Scholars website. This would allow all faculty the ability to view all
   recommendations/resolutions for each academic year that were approved or disapproved from Faculty
   Senate.
f. Research and Faculty Development committee, met with 2 chairs, Provost, and CFO to talk about ways
   to make the grants larger, the process better but more competitive and accountability. Provost is trying to
   think creatively about ways that they could stimulate research projects and give faculty time and support
   to do their research.
g. The next Faculty Senate meeting is scheduled for Thursday, November 17, 2016, at 4 PM in BE5 of the
   Memorial Student Center. The next Executive Committee meeting is scheduled for Monday, November
   7, 2016 at 12 PM in the John Spotts Room of the MSC. The next ACF meeting is scheduled for
   Wednesday, November 16, 2016 and the next BOG meeting is tentatively scheduled for Friday,
   November 4, 2016. Information regarding meeting dates and other helpful information may be found at
   the Faculty Senate website: http://www.marshall.edu/faculty-senate
   The next Campus conversations is scheduled for Thursday, November 3, 2016 from 6 PM until 7:30
   PM. Update on West Virginia Center of Budget and Policy meeting-Still in the process of being
   scheduled. Will inform the EC and FS when this event is scheduled.

3. COMMITTEE RECOMMENDATIONS:

    MOVED, SECONDED, AND APPROVED

    SR-16-17-03 SCW C recommends that the GA1 and GA16 policies be combined.
    SR-16-17-04 EC recommends that the Chronicle of Higher Education and ModernThink,
    LLC be allowed to survey faculty at Marshall University.
    SR-16-17-05 CC recommends approval of the listed undergraduate area of emphasis
    changes in the College of Education & Professional Development.
    SR-16-17-06 CC recommends approval of the listed undergraduate course additions in the
    College of Education and Professional Development.
    SR-16-17-07 CC recommends approval of the listed undergraduate course changes in the
    College of Education and Professional Development & College of Science.
    SR-16-17-08 CC recommends approval of the listed undergraduate major changes in the
    College of Education & Professional Development & College of Science.

    Move to amend agenda by Ellen Thompson, School of Medicine.

    MOVED, SECONDED, AND APPROVED
SR-16-17-09 UFC Recommends that the Marshall University Employee or Dependent Endowed Scholarship be approved.

Move to return to agenda.

4. **REPORT OF THE UNIVERSITY PRESIDENT:** Jerome Gilbert

   a. Informal comments on Investiture and other matters
   b. Thinking of Jeff Kovatch and Paige Muellerleile and family.
   c. Dr. Jean Edward Smith lecture 11/9 at 7pm on GW Bush. Dr. Smith will return as non-tenure, non-compensated John Marshall Professor while he writes his next book.
   d. 20/20 Effort - we had a meeting two days prior that discussed progress and next stage. Development of a severance plan for faculty and classified staff was part of the planning.
   e. “Best Colleges to Work for” Survey – we have been approached about taking part in the Chronicle’s survey. About 600 faculty and staff will be randomly surveyed.
   f. Change in Reporting for Enrollment – It will now report to Student Affairs.
   g. Student Enrollment / Success – the mid-semester enrollment is about even with the fall of 2015. Retention is up about 2% due to continuing efforts.
   h. Development of a Simple Budget Formula - Mike McGuffey and I (along with Mark Robinson and Gayle Ormiston) are trying to account for revenue and expenses in a high level and simple model. Mention of budget figures for FY17.
   i. Addiction Sciences Position – the School of Medicine will search for a person to lead an effort in Addiction Science. The person will interface with Pharmacy and the Substance Abuse Task Force.
   j. Campus Conversations – I am encouraged that we have more opportunities to discuss issues and have more communication between faculty and administration.
   k. Student Affairs Campus Sit-Downs / Civility on Campus – we have had excellent discussions about student around the topic of inclusion and campus climate.

5. **REPORT OF THE PROVOST:** Gayle Ormiston

   a. *Campus Conversations:* the second of four *Campus Conversations*, the topic of which is “Civil Discourse,” was held October 20th. The third *Conversation* will be held November 3rd, in BE5, 6:00-7:30 p.m., featuring an unscripted student dialogue on civil discourse. The November 17th conversation will feature Alexander Heffner, host of the PBS show *The Open Mind*. The topic will be “The Future of Civility in the Digital Age.”
   Ideas, suggestions, or recommendations for spring 2017 *Campus Conversations* are welcome.

   b. **20/20 Academic Affairs Update** is available at [www.marshall.edu/2020](http://www.marshall.edu/2020) (after the Wednesday, October 26th Campus Community 20/20 meeting).

   c. First-to second year retention (F 15 → F 16) improved. Restart discussion of ePortfolio as another tool to increase student success.

   d. South Charleston has had great success this year with undergraduate courses.
6. **REPORT OF THE NEW INSTITUTIONAL MARKETING/BRANDING PLAN**  
   Ginny Painter  
   a. Hired marketing research firm to do marketing study  
   b. Son/Daughter of Marshall  
   c. Guidelines will all be in one place

7. **BOARD OF GOVERNOR’S REPORT:**  
   Cam Brammer  
   a. BOG has not met, next meeting is 11/3 at MUSC  
   b. Next long-term planning committee meeting is 11/11

8. **ACF REPORT:**  
   Marybeth Beller  
   PEIA cuts, hearings coming up 11/9 in Huntington and 11/17 in Charleston, Rachel will send out to faculty  
   ACF met on 10/20 – PEIA, state budget shortfall  
   WVCBP presentation postponed to January, potentially 1/17 after FS meeting  
   Legislature has stated there needs to be articulation agreements between 2-yr and 4-yr institutions

9. **BI-WEEKLY PAY REPORT**  
   Mark Robinson  
   **9 month Faculty paid over 9 months**  
   a. Supplemental paycheck on November 23rd  
   b. Gross payment will be the difference between bi-monthly (18 pays) and bi-weekly (19 pays) gross amounts through November 15th pay (5 pay dates)  
   c. Balance of contract paid over final 13 pay dates  
   d. Gross amounts are restored to bi-monthly amounts  
   **9 month Faculty paid over 9 months**  
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   c. Balance of contract paid over final 13 pay dates  
   **Gross amounts are restored to bi-monthly amounts**  
   a. Isolated Supplemental pay on November 23rd mitigates withholding tax issue  
   b. Planned GO LIVE for bi-weekly conversion:  
   c. August 19, 2016 with 1st bi-weekly check on September 15, 2016  
   d. April 29, 2016 with 1st bi-weekly check on May 26, 2016

10. **BUDGET WORKING GROUP REPORT**  
   Carl Mummert  
   The budget working group met on October 5.  
   1. Payroll changes  
      The payroll change from semimonthly to biweekly frequency that was scheduled for October did not occur. At this point, no specific transition date is planned, although the transition must still happen at some point. The delay is due hesitation of the state administration to go forward. Marshall was ready to go in October.  
      The finance office at Marshall is making plans to make extra payment(s) this fall to bring employees closer to current pay. A Banner expert was on campus the week of October 17 to consult about this.  
   2. Fiscal year 2016-2017 budget
The state of WV is projecting a 300 million budget shortfall for this fiscal year. This may lead to mid-year budget cuts at the state level, but it is too soon to say whether or how much this may affect Marshall.

Planning for the FY 2017-2018 budget will begin soon. There is a structural hole in the budget which will require attention; the starting hole is estimated at about 7 million.

3. Retirement incentive plan
A plan was announced to allow certain employees to receive a lump sum payment upon retirement this year. The plan may apply to about 100 employees; each eligible employee chooses whether to participate. The plan was approved by the state, and the university has little to no flexibility in applying it. In particular, the dates in the plan cannot be adjusted.

4. Travel update
The travel office in Old Main is up and running. An updated travel procedures document is under development and will be circulated when ready.

There is a plan to contract with a travel agent to arrange for better rates and other benefits. Bids have been received, and were being reviewed in early October.

5. 20/20 update
Additional information was provided at the 20/20 update on October 26. A live stream is available at http://livestream.com/marshallu.

Point of order called. Lack of quorum. Adjourned at 5:20pm.

Respectfully Submitted,

Kelli Johnson
Kelli Johnson, Recording Secretary, Faculty Senate

MINUTES READ:

Dr. Paige Muellerleile, Chair
Faculty Senate

Dr. Jerome Gilbert, President
Marshall University