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Marshall University News Letter, April 3, 1981

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Committee acts on five items

The Academic Planning and Standards Committee met March 3 and approved the following items of business:

1. The minutes of January 22, 1981 were approved with the following corrections:
 1. Discussion #3 - Dr. Higley should be listed as the Dean of the Nursing School.
 2. Discussion #3 - PLS 221 should be 2 credit hours.

The minutes of February 3, 1981 were approved with the following corrections:

1. Discussion #6 - SES 104 should read BUS 104
2. Discussion #7 - UH 497, UH 498, UH 397, and UH 398 should read Honors in XY - 3 cr.

2. The Curriculum Subcommittee presented the following courses for approval:

Geology 455/555 - "Water Resources," 4 cr.
Geology 455L/555L - **Change** to 3 cr. lecture and 1 cr. laboratory
Microbiology 627 - "Fundamentals of Immunology", 4 cr.

Addition
English 436/536 - "Medieval English Literature"
English 437/537 - "Tudor Literature: Poetry and Prose of the 16th Century"
English 438/538 - "17th Century Literature: Poetry and Prose"

Changes in titles and catalog descriptions
PMC 620 - "Medical Pharmacology" change from 5 to 6 credits
All of the above were approved unanimously.
PE 416/516 - "Planning and Developing HPERD and Athletic Facilities"
Approved 8-3 with the amendment that laboratory hours must meet university approval and that Dr. Neil Gibbins comments be noted.

3. During the Feb. 3 meeting, APSC approved a change in the grading procedure. Under Dr. Hayes' advisement, a committee of administrators met and submitted a recommended motion which was approved:

1. That the University grade policy was amended as follows:
 - 1.1 "A student who has **never** attended a class shall receive a grade of "IW" (Irregular Withdrawal). The "IW" grade is not considered in determining the student's quality point average."
 - 1.2 Appropriate revisions to Section 4/C of the **Regulations on Dropping Courses or Com-**

Regents, faculty to meet at 1 p.m. April 13

There will be a special faculty meeting with the Board of Regents at 1 p.m. April 13, in the Student Center Special Dining Room. This meeting is to provide the Regents with the opportunity to hear from the faculty of any special concerns. The Regents are always favorably impressed by large numbers of faculty attending their campus visitation sessions. Please schedule this as a faculty responsibility. Come because you are curious. Come to commend. Come to condemn. Come to indicate your interest in our university.

Submitted by
Sam Clagg, Chairman
University Council

- pletely Withdrawing from the University** as found on page 57 of the 1980-81 Undergraduate Catalog.
2. That an implementation date of 12 months be allowed for the reprinting of student grade report forms, the changing and testing of computer grade programs, and the publication of the changed procedure in the appropriate catalog.

Following this discussion, the committee reapproved the original motion, part two. The motion read: "APSC recommends to the Registrars Office that faculty be requested to add names to the class lists of only those students who can present official evidence of registration for that particular class."

4. As a result of a memo from the Board of Regents, the following revisions in the grade appeal timing process were approved. The changes affected Steps 1, 2, 3, 4 and 5.

- Grade Appeal Procedure**
Steps outlined in the procedure should be followed.
1. The student should first have a discussion with the course instructor to determine whether the grade recorded in the Registrar's Office is correct. (The initial appeal must be within 60 days of the mailing of grades from the Registrar's Office.)
 2. If the procedure in Step 1 does not have a mutually satisfactory result, either party may appeal in writing to the department chairperson (within 5 work days of the initial appeal), who will attempt to mediate the issue at the departmental level.
 3. Should the problem not be resolved at the departmental level, either party may appeal in writing to the Dean of the College in which the course is offered (within 15 work days of the appeal at the departmental level).
 4. Should the problem not be resolved at the college level either party may appeal in writing (within 15 work days of the appeal at the college level) to the Chairperson of the Academic Planning and Standards Committee who will appoint a Review Committee as a special subcommittee of the Academic Planning and Standards Committee to be constituted as follows:
 - a. Two members of the Academic Planning and Standards Committee, one of whom will serve as chairperson.
 - b. The academic dean (from a different college than the college in which) the course is offered.
 - c. The Chief Justice of the Student Court.
 - d. A student member of the Student Conduct and Welfare Committee.
 5. The full report of the action of the special subcommittee will be sent to Academic Planning and Standards Committee which (may) hold further hearings. (If after the appeal process has been completed, it is concluded that the grade assigned to the student is incorrect, the Academic Planning and Standards Committee shall provide for an appropriate change to be entered on the student's transcript in accordance with standard university procedure.)
 6. Deleted
 7. Deleted
 8. Becomes #6 and reads the same
- (6.) This procedure will be effective from the date of adoption by the faculty. Adopted - General Faculty Meeting, November 11, 1969.

5. The following resolution submitted by the Planning Subcommittee was approved:
WHEREAS the Marshall University long range plan submitted to the Board of Regents supports and requests a feasibility study for the re-establishment of an engineering program at Marshall University
WHEREAS the Academic Planning and Standards Committee has supported and approved the maintenance of engineering courses in recent years
RESOLVED that the Academic Planning and Standards Committee fully supports President Hayes' request for a feasibility study to determine the need of an engineering program at this institution

Any questions or comments on the above may be addressed to Giovanna Morton, chairperson, or Sarah Denman, secretary.

Board of Regents to visit; itinerary noted

The West Virginia Board of Regents will visit Marshall University Monday and Tuesday, April 13 and 14. Regents meetings in the Memorial Student Center Special Dining Room are scheduled for Monday as follows:

Classified staff, 9 a.m.; students, 10 a.m.; faculty, 1

p.m., and administrators, 2 p.m. The board's business meeting will be at 9 a.m. Tuesday in the MSC Special Dining Room.

MU President Robert B. Hayes asked that supervisors give those employees who wish to do so the opportunity to meet with the board, operating offices with skeleton staffs if necessary.

MARSHALL UNIVERSITY

News Letter

April 3, 1981

OFFICE OF UNIVERSITY RELATIONS • NEWS BUREAU • MARSHALL UNIVERSITY • HUNTINGTON, WEST VIRGINIA 25701

University Council acts on seven items

The University Council met on March 25 and conducted the following items of business:

1. The sub-committee studying the committee conflict of interest matter gave a preliminary report. A final report is expected in the next meeting.

Background given on PPPC report

Editor's note: A news story appearing March 31 reported the state's Purchasing Practices and Procedures Commission, in a report to the Legislature, said payroll records of a number of employees of Marshall University "were falsified...to provide extra pay for planned salary increases halted by a statewide spending freeze."
The investigators also quoted a source they did not name as saying the Marshall administration "initiated a new plan of staggered pay increases to save the university approximately \$150,000 to \$200,000 in salaries at the expense of the employees of MU."
President Robert B. Hayes issued this response to Marshall faculty and staff:

Because of a recent news story concerning a 1977-78 incident at Marshall, I thought members of our faculty and staff might want to have more information on the matter than was given in the press account. I hope the information which follows will be helpful in providing an understanding of the situation.

In February, 1978, Governor Rockefeller instituted a "freeze" on pay increases for state employees. Marshall University at that time was using an employment anniversary dates system for implementing pay increases for classified staff members. This system provided for an annual pay increase for classified employees effective on the date an employee had begun work at Marshall, as well as a cost-of-living increase on July 1.

In 1977-78, Marshall granted an average pay increase of approximately 8 percent to its employees, as compared to a 5 percent increase in personal services funds appropriated by the Legislature. The \$150,000 to \$200,000 mentioned in the news article was used for this purpose, rather than withholding it from employees.

(continued on page 2)

2. The Council decided to initiate the change of certain administrative titles in the Faculty Constitution. This is provided for in the Constitution under Article XII-Procedural Amendments. **The changes being proposed are provided on page three.**

3. There was a discussion of the Council role in the faculty meeting with the Board of Regents to be held at 1 p.m. April 13, in the Student Center Special Dining Room. It was decided that the Council role was to urge the faculty to attend and participate. Any faculty person with a desire to voice some concern to the Regents should use the opportunity this meeting provides.

4. There was a report on the faculty election process now underway. A faculty meeting will be held on April 21 to place in nomination the names of individuals to be elected by the faculty-at-large.

5. There was a discussion of the disposition of student government campaign signs. The matter was directed to the attention of the chairman of the Physical Facilities and Planning Committee.

6. A short discussion ensued regarding a student resolution pertaining to smoking in class rooms. The consensus was that such a resolution was unnecessary as smoking in class rooms is in violation of both university policy and state law. Individuals with concern about this should formally bring it to the attention of the Provost or members of the University Council.

7. The Council directed the Chairman to write the Chancellor a letter supporting a Department of Engineering for Marshall.

Submitted by
Sam Clagg
Chairman

Procedures changed, auditor added

(continued from page 1)

Staff members received higher increments than were expected from the level of appropriations.

During the period of the "freeze," 84 Marshall classified employees at all levels were denied their scheduled pay increases. Among these were 14 members of the buildings and grounds staff who were among the lowest-paid university employees.

Because of a concern for the plight of these 14 employees, a supervisory-level judgmental error was made in an effort to make up their financial losses after the "freeze" was lifted. The matter, involving approximately \$1,700, was handled improperly, despite its compassionate objective.

Several months later, the error was brought to my attention. I immediately took action to reimburse the state, using discretionary private funds from the Marshall Foundation.

The matter also was brought to the attention of the Purchasing Practices and Procedures Commission and ultimately to the Cabell County Grand Jury.

The fact that the Grand Jury, after investigating the matter, voted not to issue a true bill speaks for itself.

Since that time, major changes have occurred in personnel and procedures in the Financial Affairs Division. Because of the checks and balances which have been added, such an error is not expected to happen again. In addition, I have added an internal auditor to my staff to permit improved oversight of all our financial activities.

It should be noted that at no time has there been any allegation of a personal profit motive on the part of any individual in this matter.

In summary, an injustice was done to a number of Marshall employees through no fault of their own or of the institution. In a compassionate attempt to correct that injustice, a supervisory-level judgmental mistake was made. Once made aware of the mistake, I acted immediately to correct it, and steps have been taken to see that such errors do not occur again.

—Robert B. Hayes
President

Shakespeare, Renaissance Festival set April 6-11

The Shakespeare and Renaissance Festival will be held at Marshall University Monday through Saturday, April 6-11. It is co-sponsored by MU and the Shakespeare and Renaissance Association of West Virginia.

Mayor Cecil Varney has proclaimed the week of April 6-11 as Shakespeare and Renaissance Week in Huntington in recognition of the festival.

The festival includes films of Shakespeare's plays, to be shown free of charge at 8 p.m. from Monday through Thursday in Smith Hall 409 at Marshall. Various MU faculty members will introduce and comment on the films.

The schedule follows: Monday, April 6, "The Tempest;" Tuesday, April 7, "Henry IV, Part I;" Wednesday, April 8, "Henry IV, Part II;" Thursday, April 9, "Twelfth Night."

Buy early, get \$1 off 'Grease'

All Marshall University employees—current and retired—may purchase tickets to "Grease," the Speech and Music department's spring musical, at a special rate, if the tickets are purchased before 4 p.m. Wednesday, April 22.

Those tickets purchased in advance will be \$2.50 each, rather than \$3.50.

Tickets for the production, scheduled for 8 p.m. April 22-25 in Old Main Auditorium and at 2 p.m. April 26, will go on sale Monday, April 6, at the Theatre Box Office, Old Main 107. The box office hours are from noon to 4 p.m. weekdays. Tickets may be reserved by calling the box office, ext. 2306.

Faculty research seminar is April 9

A faculty research seminar on "West Virginia Supreme Court Policy-Making in the Context of Federalism" will be held at 3:30 p.m. Thursday, April 9, in Northcott 209.

The research project was funded in part by a 1980 summer grant from the MU Research Board, according to Dr. Clayton McNearney, associate professor of religious studies, seminar coordinator.

Council proposes title changes

Article XII of the Faculty Constitution authorizes the University Council to initiate certain administrative title changes in the document. The article reads as follows:

Article XII. Procedural Amendments. Position title changes within the University Administration and Article numbering and reference changes may be made in this Constitution by the University Council with the provision that proposed changes be provided the faculty not less than ten days before the changes are made. Such proposed changes are subject to faculty appeals provided for in VII-A-7.

The University Council proposes the following administrative title changes in the Faculty Constitution.

Article IV. Membership - For faculty meetings. Vice President for Academic Affairs - change to Provost. Vice President for Student Affairs - change to Dean for Student Affairs. Director of Continuing Education -delete.

Article IX. 3. B. Membership - Physical Facilities and Planning Committee. Vice President for Academic Affairs - change to Provost. Vice President for Business Affairs - change to Vice President for Administration.

Article IX. 4. B. Membership - Student Conduct and Welfare Committee. Vice President for Student Affairs -change to Dean for Student Affairs. Director of Student Health Services - delete.

Article IX. 7. B. Membership - Athletic Committee. Vice President for Business Affairs - change to Vice President for Financial Affairs. Vice President for Student Affairs -change to Dean for Student Affairs.

If a discussion relative to these changes is necessary, it will be introduced at the Faculty Meeting of April 21.

Submitted by
Sam Clagg
Chairman

MU 'Gallery of the Arts' schedule noted

Beginning Sunday, April 5, Marshall University will join with several hundred other state universities and colleges across the United States in presenting a "Gallery of the Arts," featuring programs in the visual and performing arts.

Conceived by the American Association of State Colleges and Universities (AASCU) and partially funded by a National Endowment for the Arts grant, "Gallery" is designed to demonstrate and increase the role of state higher education institutions as regional cultural centers, according to Dr. Michael Cerveris, MU Institute for the Arts director, who is coordinating Marshall's activities.

The schedule follows:

—3 p.m. April 5, Smith Recital Hall, concert by the Marshall Trio (piano, violin and cello).

—April 6-10, Birke Art Gallery, "ArTime Review" exhibit of children's art.

Grants workshops slated for Wednesday and Friday

Grants workshops are planned for Wednesday and Friday, April 8 and 10, in the Memorial Student Center (MSC). Both are open to all interested faculty and staff, who may attend all or any portion of the workshops.

The first is from 10 to 11:30 a.m. Wednesday in MSC Room 2E10. Jim Watson of the West Virginia Institute for the Humanities will give a presentation on applying for funding from the Institute for the Humanities. Types of funding include individual faculty projects, summer fellowships and group projects. Materials will be available.

The second will be from 9:30 to 11:30 a.m. Friday in MSC Room 2W22. The session will deal with the grant application process in general and the functions of the grants office. David Lynch, a grant writer from Salem College, will give helpful hints on writing more attractive grant proposals.

—12:30 p.m. April 7, Memorial Student Center lobby, MU Theatre presentation of "Acrobats" and a mime presentation.

—8 p.m. April 8, Smith Recital Hall, Music Department faculty and student recital.

—8 p.m. April 9, Smith Recital Hall, MU Wind Symphony concert.

All of these events are free and open to the public, according to Cerveris.

In addition, the "Gallery" will conclude on April 15 with a benefit performance of Mendelssohn's oratorio "Elijah" performed by a 175-voice choir and the Charleston Symphony at 8 p.m. in the Huntington Civic Center.

The choir will be composed of Marshall's Master Chorale, Symphonic Choir and A Cappella Choir combined with choral groups from West Virginia State College and West Virginia Institute of Technology.

Ticket information for the benefit concert may be obtained by calling the Institute, ext. 6615.

MU faculty and staff achievements, activities. . .

DR. WARREN WOODEN, professor of English, was guest speaker for the Spring series of the English Colloquium at West Chester (Pa.) State College March 18. He spoke on "Visual Patterning in Thomas More's Utopia: An Inquiry into Perspective."

DR. CLAYTON MCNEARNEY, associate professor of religious studies; DR. FRANK MININNI, associate professor of philosophy, and DR. CHARLES MABEE, associate professor and Religious Studies Department chairman, attended the regional Meeting of the American Academy of Religion/Society of Biblical Literature March 12-14 in Atlanta, Ga. McNearney chaired a section on "Religion in America," and Mabree chaired a section on "American Biblical Hermeneutics," in which Mabree and Mininni both read papers.