

Marshall University

**Marshall Digital Scholar**

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Staff Council Minutes

Staff Council

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7-12-2018

## **The Minutes of the Marshall University Staff Council Meeting, July 2018**

Marshall University Staff Council

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## Marshall University Classified Staff Council Minutes

July 12<sup>th</sup>, 2018, MSC 2E37 John Spotts Room

**Members Present:** Karena Burriss, Patty Carman, Tootie Carter, David Childers, Timothy Cline, Toni Ferguson, Carol Hurula, Leonard Lovely, Teresa Meddings, Missy Morrison, Crystal Stewart, Justin Tyler, Tony Waugh

**Members Absent:** Amad Mirzakhani, Marcos Serrat, Jami Smith,

**Members Absent (Excused):** Chris Atkins, Nina Barrett, Lacie Bittinger, Katherine Hetzer, Lisa Maynard, Tim Melvin, Jonathan Sutton,

**Guests:** Dr. Gilbert, Mark Robinson, Bruce Felder, Becky Lusher

Vice Chair Tony Waugh called the meeting to order and parliamentarian Becky Lusher verified there was a quorum.

### Dr. Gilbert – University President

- Raises went into effect but won't be reflected on paychecks until later.
- Dr. Jaime R. Taylor from Austin Peay State University has begun employment at Marshall as the new Provost.
- Will continue to have emphasis on enrollment and student success as top priorities.
- Construction has begun on the Pharmacy School project on Hal Greer.
- The Governor's Honors Academy students are on campus this week as well as the Governor's School for the Arts students.
- Following week will be Orientation with incoming freshmen.
- President Gilbert has been asked to serve on the Governor's Blue Ribbon Commission on 4 Year Higher Education. They have a meeting the next week to talk about funding for higher education for the State of West Virginia.
- Enrollment is down a little bit, by 100 students or so. One reason enrollment could be down is because of the negative publicity that Huntington has had. A "My Huntington" campaign has been started on social media to try and help the image and perception of Huntington.

### Bruce Felder – Human Resources

- The new salary structure is still being worked upon. They have hired a consultant to help finish the process and realign the timeline on the website by the start of the semester. There's at least one Staff Council meeting before the semester starts that Bruce should be able to report in more detail on.
- Series 55 at the Higher Education Policy Commission (HEPC) has been approved, which is a central office policy that puts policy rules into place from House Bill 2542. Series 55 also combines some of the other formerly separate series at the HEPC. Moving into the next calendar they will begin picking into Series 55, so Bruce encouraged people to take a look at it.
- Financial Aid Director Search – they are still in the process of looking for someone to fill the position. They are working on finalizing the search for a Director of Purchasing as well.

- Compensation module and accrued leave –
  - The report designed to send an email to every employee with their accrued and used leave has not been able to be setup for all employees. It will work at a department level, but they're still trying to get it fixed to work for everyone at once.

*What can be done to keep employees when we're losing good people over salary problems? – David Childers* – Bruce stated that when it comes to compensation from an HR standpoint, you have to be able to recruit employees, retain employees, and offer some sort of professional development. In order to recruit employees, an employer has to at least offer the median market salary for a position. Unfortunately, the entry salary for many Marshall jobs are below that median. To retain employees you have to be able to offer incentives and pay increases, and other employers may offer raises that are aligned with their profitability or their sales goals and incentives. Where that comes into play for Marshall is concerning getting enrollment and retention numbers up. Currently, Marshall can't start giving raises on an individual basis just to retain them because it upsets the internal equity and opens the floodgates for everyone else to want the same. Which is why they are working hard toward creating the new compensation model.

*Will the performance assessment going to be entirely different than it is now? – Timothy Cline* – Bruce said it absolutely will be. There will still be cost of living pay increases, but there will also be incentives to keep good employees.

*Will there be a form to challenge whether or not an employee has been slotted correctly? – Leonard Lovely* – All positions will have a job description. There will be one job description for each job position, as opposed to different job descriptions for each employee. Employees can challenge their job position if they think the description of that position doesn't fit what they do. The job description review process will include sending a letter to employees letting them know what their new position title will be, and then they can challenge that if they don't think it's correct. However, employee's salaries won't immediately change upon being placed in the new system. That will have to be worked out later.

*Who will be responsible for combining the final data on job descriptions? – Timothy Cline* – Bruce said that the final job description should be settled on by having a manager of a department communicate with HR and give them the duties of the employee in question. Then Bruce will compare that with jobs in the market to try and make a best match.

*Why is the market study adjusted and reduced by 8% due to being in WV for classified staff, but not faculty and non-classified? – Leonard Lovely* – Once the model is created they hope to also include non-classified on the new compensation schedule. However, faculty aren't really comparable in the same way since it's harder to recruit and keep professors.

*When will AEI checks be paid this year? – Leonard Lovely* – It will be paid July 27<sup>th</sup>.

#### **Mark Robinson – CFO**

- As a result of the 2017 Tax Act, parking fees can no longer be taken out pre-taxed.

## Minutes

The June 14<sup>th</sup>, 2018 minutes were approved as written.

### Carol Hurula – BOG

The Board of Governor's had a Board Retreat at Glade Springs on June 26<sup>th</sup>, which included more in depth updates from different academia groups. Then the following day on June 27<sup>th</sup> the Board had their regular BOG meeting, which Carol sent the following notes about via email:

*\*Disclaimer: This is my interpretation of each meeting and presentation and are not verbatim conversations. Any questions or clarification, please notify me.*

#### **BOG Meeting on June 27, 2018**

- Approved minutes of February 28, 2018; April 25, 2018; and special meetings held on March 22, 2018 and June 18, 2018.
- Approved the "intent to plan" Master of Science in Cybersecurity (CITE).
- Approved degree addition Bachelor of Science in Computer and Info Security.
- Approved investment earnings update. On track, remain happy with investment advisor. May was a downturn, expect June to have a downturn – as expected.
- Approved Budget for Fiscal Year 2018-19.
- Approved Capitol Budget 2019-2024. Information has to be on file with HEPC if there is any funding to address capital projects.

(see attachments on pages 6-20 for updates from Academic & Student Affairs Committee reports)

#### **President's Report:**

Introduction of Jaime Taylor, Sr. Vice President for Academic Affairs and Provost.

Recognized and thanked Provost Ormiston for leadership, many contributions and vision over past ten years.

Wyatt Skaggs- Chair of BOG will return to membership of board and be replaced as Chair per state code.

Mike Sellards - served since 2008 (2 full terms and partial term) his term is ending. Will serve until replacement has been named by the Governor.

Oshel Craigo – former state senator and business leader. Served on BOG since 2010, term ending. Will serve until replacement has been named by the Governor.

Joe McDonnie – served two terms since 2010 and held position of secretary. His term ending once a replacement has been named by the Governor.

Matt Jarvis – student representative for two terms.

June has been a busy month. July upcoming orientation days. Enrollment anticipated to be down around 100 students for fall (in-state). Continuing high school tours this fall. Provost Taylor has ideas on recruitment and plans on addressing enrollment for 2019-20.

Had a special reception to honor Gayle Ormiston at President's home on June 24<sup>th</sup>.

Committee headed by Brandi Jacobs-Jones to honor Hal Greer. Special friend of Phil Carter. Special recognition at homecoming. First black athlete at any WV institution.

Ellis Marsalis & Huntington International Jazz Piano Competition taking place June 23<sup>rd</sup> -25<sup>th</sup> Details and updates on event that was held Friday – Sunday and the work involved by many to make this a success.

MU is hosting two Governor Schools this summer. Governor School of the Arts and Governors Honor Academy.

June 28<sup>th</sup> will visit W. Lafayette – Purdue University to review aviation program. This is in reference to MOU to look into developing program for Yeager and Tri-State Airport. Thanked Kathy D'Antoni for including Marshall in this venture.

#myhuntington – participate in movement. Roll out in 10 days. 200K in private donations. Sara Payne Scarboro serves on committee.

Viewed a couple videos that will be produced and aired. Currently 10-15 people involved. Over a year campaign of testimonials, videos and ads.

Chair Announcements:

Farewell remarks.

Nominating committee for chair: Joe McDonnie, Phyllis Arnold and Wyatt Skaggs.

New officers approved: Jim Bailes – Chair

Gary White – Vice Chair

Christie Kinsey – Secretary

Entered into Executive Session.

### Committee Reports

***Election Committee – Nina Barrett*** – No report.

***Legislative Committee – Tim Melvin*** – No report.

***Personnel/Finance Committee*** – No report.

***Physical Environment Committee – Crystal Stewart*** – The committee did not meet again yet but plans to plans to put together a recommendation for issues including handicap parking, motorcycle parking, and poor lighting in the Smith Hall garage.

**Service/Staff Development Committee – Missy Morrison –**

The donations to the flower fund at the luncheon this year totaled \$694.68, online donations totaled \$20, and a check for \$50 was given as well. The current balance in the Sympathy Fund is \$2,596.87. Council had a discussion about expanding the family member deaths that flowers are sent for, which will be revisited at a later time.

Applications for tuition benefits are currently being taken for fall.

**Ad Hoc Scholarship Fundraising Committee – Tim Melvin –** No report.

**Announcements**

Minutes taken and prepared by: Katie M. Counts  
Katie M. Counts, Program Assistant, Staff Council

Minutes approved by: Chris Atkins  
Chris Atkins, Chair, Staff Council

Minutes read by: Dr. Jerry Gilbert  
Dr. Jerry Gilbert, University President

## Operations and Facilities Planning Update

June 27, 2018

### Jenkins Hall:

- Phase II Renovation – contract awarded to EP Leach and Sons, Phase I completed in May. Current Phase includes first floor renovation of classrooms and offices. Phase completion target fall 2018.

### Prichard Hall:

- Retained Bastian and Harris' services to conduct a feasibility study for the renovation of the entire building. Study completion fall 2018.

### Stadium Renovation:

- Phase three Renovation – WQ Watters began June 18, 2018 The project will include the east side of the stadium structural painting, with an alternate to finish painting in the south end zone and new signage. Completion target August 2018.

### Twin Towers East:

### Old Main:

- Currently interviewing architects. Once a firm is chosen, will begin design of new ADA elevator and repair of roof, gutters, soffit, and masonry.

### OTHER UPDATES:

- University hosted an Open House on P3 in early May at the A.D. Lewis Community Center to provide an update for SOP/SOM employees and surrounding community members on the project. Over 70 individuals were in attendance
- Continuity of Operations Plan:
  - Consultant, Witt O'Brien, conducted two training sessions during June 19 -21 to begin collecting data for the plan.
- Physical Plant Renovations:
  - Corbly Hall, 3<sup>rd</sup> and 4<sup>th</sup>-floor restroom renovations begin May 5<sup>th</sup>
  - Men's Basketball Locker-room replacement begins August 10<sup>th</sup> — *Leach-Sons*

### NOTES TO BE SHARED WITH BOG:

Marshall University  
Joan C. Edwards School of Medicine  
Board of Governors Report  
June 27, 2018

1. The SOM hosted **Standing Out in Our Field 5** on June 2, the SOM's largest scholarship fundraiser, was a sold-out success this year. Preliminary figures indicated the event raised approximately \$150,000 for medical school scholarships and attracted upwards of 450 people. Major sponsors included Cabell Huntington Hospital and St. Mary's Medical Center.
2. A ceremonial groundbreaking was held Monday, June 18, to mark the official **beginning of the P3 Project**. The new Marshall University School of Pharmacy and Graduate Housing Facility are scheduled to open in the fall 2019 semester. Thanks to all who attended.
3. Community involvement continues to be a key touchpoint for Marshall Health. During the month of June, **more than 300 children and adolescents received sports physicals** through a program at both Marshall Health-Teays Valley location and the Marshall Sports Medicine Institute.
4. All of Marshall's **COBRE ACCORD** faculty met for a day retreat last week to review the program's progress to date and more importantly to prepare the young investigators to apply for their individual independent NIH grant by early next year. **Dr. Uma Sundaram, Vice Dean for Research and Graduate Education**, reported that at the conclusion of the event it was clear the team is on schedule and that every junior investigator's future grant was further refined to make them more competitive for funding.
5. The **SOM Actuarial Study for FY 2019** is complete and the results were favorable. The professional liability self-insurance deductible program continues to be well funded at a 99% confidence level. The past 12 months, we have had better than expected claims experience and higher than anticipated investment returns. We plan to continue this program at an 80% confidence level with a 3% discounted amount. On a related note, our **State of the Clinical Enterprise along with our Annual Risk Management Session** for all faculty, staff and residents is scheduled for Thursday, July 26.
6. As part of our on-going efforts to fight the opioid epidemic, Marshall Pharmacy is hosting a **Naloxone Training** session for faculty and staff on Thursday, June 21, from noon -1 pm in the Harless Auditorium. Everyone who attends and completes the session will receive one dose of injectable Narcan. Marshall Health's staff pharmacists will conduct the training. A second session will be scheduled.



7. The SOM will welcome 80 incoming students at 6 p.m., Friday, August 3, in the Joan C. Edwards Performing Arts Center as part of the **Annual White Coat Ceremony**. The speaker is Dr. Jay Lakhani, an assistant professor of pediatrics at Marshall and a recent recipient of the Leonard Tow Award which recognizes individuals who exhibit both clinical excellence and outstanding compassion in the delivery of care and respect for patients, their families, and health care colleagues.

*Suggested Reports:*

Academic & Student Affairs Committee:

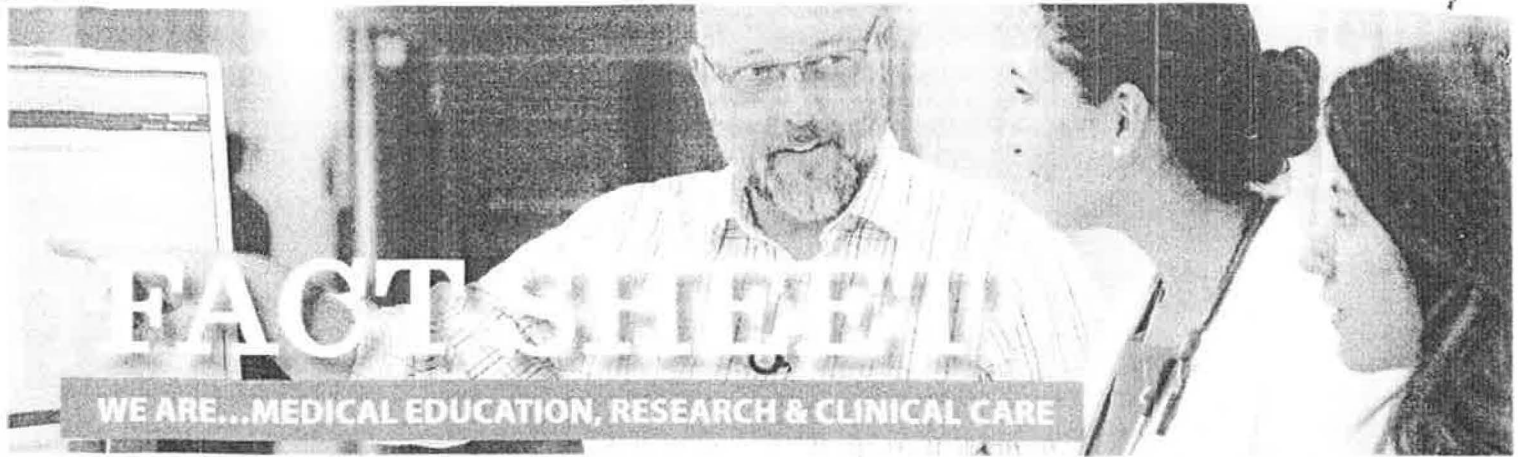
- Bullet #7: White Coat Ceremony

Finance, Audit & Facilities Planning Committee:

- Bullet #1: Standing Out in Our Field 5
- Bullet #5: SOM Actuarial Study for FY 2019

Handouts:

- SOM/MH Fact Sheet
- Huntington's Road to Recovery



## EMPLOYEE PROFILE

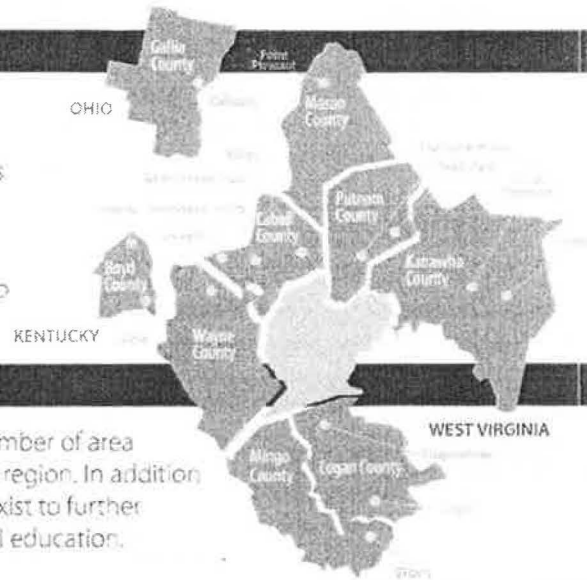
With 1,300 employees, Marshall Health (University Physicians & Surgeons) ranks in the top 35 as one the largest employers in West Virginia. The school of medicine employs an additional 150 basic science faculty, researchers, administrators and other support staff. Our care team at Marshall Health includes nursing staff, clinical pharmacists, patient care coordinators, medical students, resident physicians and physicians who are part of the coordinated health care delivered 365 days a year.

Since 2010, annual employee compensation has grown more than 90 percent, with estimates around \$154 million for fiscal year 2018.

## CLINIC LOCATIONS

Marshall Health and the school of medicine's impact reaches beyond Huntington to more than 40 clinics throughout the region.

Marshall Health also has two pharmacies with plans to open two more locations.



## PARTNER HOSPITALS

Marshall Health partners with a number of area teaching hospitals throughout the region. In addition to patient care, partnerships also exist to further opportunities for graduate medical education.

*Cabell Huntington Hospital, St. Mary's Medical Center, Charleston Area Medical Center, CAMC-Teays Valley, Holzer Medical Center, King's Daughters Medical Center, Logan General Hospital, Pleasant Valley Hospital, Thomas Memorial Hospital and Three Rivers Medical Center, Riverpark Hospital, Huntington VA Medical Center, Mildred Mitchell-Bateman Hospital*

## OPPORTUNITIES FOR GROWTH

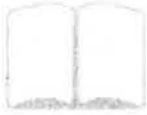
- Newly created medical system composed of Cabell Huntington Hospital and St. Mary's Medical Center
- New school of pharmacy and graduate student housing on the health sciences campus
- Addiction recovery
- Research
- Graduate medical education
- Population health management for area employers and high risk patients
- Physician assistant program

## OUR MISSIONS

*The Marshall University Joan C. Edwards School of Medicine is dedicated to providing high quality medical education and postgraduate training programs to foster a skilled physician workforce to meet the unique healthcare needs of West Virginia and Central Appalachia. Building upon its medical education foundation, the school seeks to develop centers of excellence in clinical care, including primary care in rural underserved areas, focused and responsive programs of biomedical science graduate study, biomedical and clinical science research, academic scholarship and public service outreach.*

*Marshall Health provides high-quality health care to its patients regardless of age, race, ethnicity, gender, other personal characteristics, or socioeconomic status while supporting the educational, research, and service missions of the Joan C Edwards School of Medicine.*

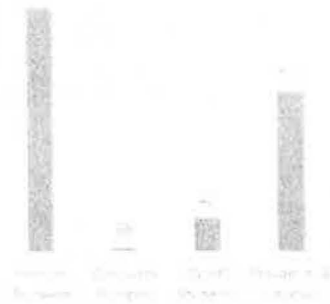




## ACADEMIC MEDICINE

As an academic health system, **our 300+ medical students** are learning in a supportive, diverse and dynamic environment to treat to the patients of tomorrow.

Additionally, **more than 200 resident physicians and fellows** are engaged in patient care at Marshall Health through 19 graduate medical education programs.



## SPECIALTY CARE

Access to specialty care means **patients don't have to leave the area to find the care they need**; likewise, it brings patients who are seeking specialized care to our region. Marshall physicians make up more than 50 percent of the region's health care providers and in some specialties represent the only physicians available.



## RESEARCH/CLINICAL TRIALS

In fiscal year 2017, the medical school received **\$8.7 million in research funding**. However, through just the first 11 months of fiscal year 2018, the medical school has received **\$12.1 million in research funding** for projects ranging from basic science research to opioid-related community outreach.

With more than 40 clinical trials currently underway through the school of medicine and Edwards Comprehensive Cancer Center, Marshall researchers are also making medical advances in fields like cancer, liver disease, obesity and pneumonia as well as health disparities important to the people of West Virginia and Appalachia.



## PATIENT CARE

Our commitment to patient care is evidenced through **more than 560,000 patient visits** in 2017. Clinics offer primary care and 65 specialty services including cardiology, dermatology, internal medicine, neurology, obstetrics and gynecology, ophthalmology, orthopaedics, psychiatry, surgery and urology, representing a **total gross revenue of \$217 million** in fiscal year 2017.



## COMMUNITY OUTREACH

We are invested in making a healthier community through outreach efforts like Marshall Medical Outreach, Ebenezer Medical Outreach and Herd for Honduras. Our medical students alone charted **nearly 5,000 hours of community service** in 2016-2017.

Continuous investments in our community also come through Marshall Health and the School of Medicine in the form of charity care, sponsorships and faculty/staff volunteerism.



### Athletics Update

### Board of Governor's Meeting June 27, 2018

#### Athletics

- Marshall had, in many ways, an unprecedented level of success in athletics during the 2017-18 school year.
- The athletic department was one of eight to win a bowl game in football and NCAA tournament game in men's basketball.
- Marshall was the only athletic program to produce an 8-win football team that won a bowl, and a 25-win basketball team that won a conference title and NCAA tournament game.
- The football program improved its win total by five games from 2016 to 2017.
- Marshall is 6-0 in bowl games since Mike Hamrick was hired as athletic director.
- Doc Holliday is 5-0 in bowl games as Marshall's head football coach.
- The men's basketball program won at least 25 games for the fifth time in program history, and the first time since 1986-87.
- The men's basketball program won its first Conference USA championship.
- The men's basketball program reached the NCAA tournament for the first time in 31 years.
- The men's basketball program won its first NCAA tournament game.
- The men's basketball program generated \$75.4 million in media exposure for the school from March 1 to March 19, and that March Madness run combined with media exposure from the bowl game topped \$100 million.
- There were 57 student-athletes who were awarded an academic medal in 2017-18.
- In the fall, 46 student-athletes achieved a 4.0 GPA.
- In the fall, 57 percent of student-athletes had at least a 3.0 GPA – a school record.
- A total of 210 student-athletes were named to the C-USA Commissioner's Honor Roll.
- Marshall's graduation success rate was 85 percent, the fourth consecutive year the athletic department saw an upward trend.
- Marshall was the only athletic program that had a Pro Football Hall of Fame inductee and a Super Bowl champion.
- The athletic department continued to benefit the local economy through the hosting of sporting events, non-college track meets, archery tournaments and, this fall, the C-USA volleyball tournament.
- Marshall launched its own digital network, HerdVision, and broadcast games on ESPN3.

#### Conference USA

- The league announced a new multiyear deal with ESPN that will expand the league package of events that will be distributed on streaming platforms.
- ESPN will carry more than 175 C-USA events on ESPN3 and ESPN+, the latter of which is a subscription streaming service.
- In addition to ESPN, C-USA has broadcast partnerships with CBS, Stadium and Facebook.
- ESPN will broadcast approximately 45 C-USA football games in 2018, 60 regular season men's basketball games and 28 regular season women's basketball games.
- ESPN will also broadcast C-USA championship events, including the C-USA volleyball tournament, which will be held on Marshall's campus in 2018.

### Men's basketball

- Announced the return of two all-conference players, Jon Elmore and C.J. Burks, who entered the NBA draft, received evaluation and advice and returned to compete as senior student-athletes for the 2018-19 season.
- Announced the addition of a \$1 million center-hung scoreboard in the Cam Henderson Center.

### Football

- The complete 2018 schedule – with kickoff times – was announced (see below).
- Marshall great Chris Parker was added to the 2019 College Football Hall of Fame ballot.
- Former players Davon Durant, Chase Litton, C.J. Reavis, Kaare Vedvik and Ryan Yurachek sign free agent contracts with NFL teams.
- Junior offensive lineman Levi Brown was named to the Rimington Watch List.
- Marshall placed nine players on Athlon's preseason all-conference team.
- LarryBrownSports named Marshall as one of eight teams that could crash the College Football Playoff.

9/1/18	at Miami, Ohio	3:30 p.m.
9/8/18	Eastern Kentucky	6:30 p.m.
9/15/18	at South Carolina	7:30 p.m.
9/22/18	N.C. State	7:00 p.m.
9/29/18	at Western Kentucky	7:30 p.m.
10/5/18	Middle Tennessee	7:30 p.m.
10/13/18	at Old Dominion	3:30 p.m.
10/20/18	FAU	2:30 p.m.
11/3/18	at Southern Miss	3:00 p.m.
11/10/18	Charlotte	2:30 p.m.
11/17/18	UTSA	2:30 p.m.
11/24/18	at FIU	Noon

### Softball

- Aly Harrell was named the Conference USA Freshman of the Year.
- Harrell also received first team recognition.
- Catcher Taylor McCord was named to the C-USA first team for the third consecutive season.
- Seniors Elicia D'Orazio and Jordan Colliflower were named second team all-conference.
- Harrell and McCord were also named to the NFCA Mideast All-Region team.

### Men's golf

- Alex Weiss completed one of the most successful seasons in program history at the NCAA Regionals.
- Weiss was the first Herd golfer to reach regionals since 2013.
- Weiss entered regional play with a 70.77 stroke average, the best finish for an individual in school history.

### Women's Swimming

- Recognized by the NCAA for having an Academic Progress Rate (APR) that ranked in the top 10 percent nationally.

### Women's Tennis

- Senior Stephanie Smith was named to the Conference USA all-conference second team for singles.

### Women's Track

- Denisha West qualified for the NCAA East Preliminary Championships.

## BULLETS FOR COMMITTEE REPORTS

- Women's Swimming was recognized by the NCAA for having an Academic Progress Rate (APR) that ranked in the top 10 percent nationally.
- Softball - Aly Harrell was named the Conference USA Freshman of the Year and First Team All Conference.
- Marshall was chosen to host the C-USA volleyball tournament this fall on campus November 16-18.
- Announced the addition of a \$1 million center-hung scoreboard in the Cam Henderson Center to be installed for 2018-19 season.

## STUDENT AFFAIRS UPDATES

06.27.18

### Summer Orientation:

Division of Student Affairs – Parent & Family Program:

- SA Leadership Transition Chat
- FERPA Overview
- 2 Student Success Panels

Breakout Sessions:

- Commuting to Campus
- Academic 911
- Campus & Community Involvement

2018-19 Parent & Family Handbook:

- [http://issuu.com/marshalluniversity/does/marshall\\_parent-handbook\\_2018-2019?e=19540835/62517220](http://issuu.com/marshalluniversity/does/marshall_parent-handbook_2018-2019?e=19540835/62517220)

### Summer Initiatives:

- Hosted a leadership activity luncheon on June 12<sup>th</sup> for high school students from Dr. Shelvy Campbell's Healthcare Pipeline Initiative program.
- Assisting with 2018 WV Gear Up U Summer Academy: June 27<sup>th</sup>-30<sup>th</sup>

### Staff Development:

- Assessment Planning
- Directors Retreat – July 16<sup>th</sup>
- Onboarding Packet for New Staff

### New Staff Members:

Mr. Raymond Blevins, Mental Health Specialist/Counselor

Ms. Brittany Johnson, Receptionist, Student Counseling Center

Dr. Candace Layne, Director, Student Counseling Center

Dr. Rayshawn Eastman, Assistant Dean of Students for Development

Ms. Dakota Maddox, Director, Student Activities

### Upcoming Events:

- LEAD Center Grand Opening: Tuesday, August 21<sup>st</sup>

*Review of 2016-2018 Division of Student Affairs Successes*

# **MARSHALL UNIVERSITY**

## **Division of Student Affairs**

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*Summary of Achievements: July 2016 – May 2018*

05.15.18



## INTRODUCTION

The work we do in Student Affairs has become more important now than ever before. Our students are inheriting a divided, uncertain world after matriculating through our institution. Thus, it is incumbent upon us to prepare our Sons and Daughters of Marshall to be global citizens, leaders, and inclusive thinkers. In 2016, our institution welcomed new leadership to the Division of Student Affairs.

After an assessment of the various staffing needs, programs, and organizational structure, our Chief Student Affairs Officer immediately began advocating for new positions and additional funding to maximize the division's impact on student life at Marshall University. The purpose of this document is to provide an overview of the achievements produced by the Student Affairs team from July 2016 to present.

The offices currently reporting to the Division of Student Affairs include:

- Community Outreach & Volunteer Services
- Disability Services
- Fraternity & Sorority Life
- Military & Veterans Affairs
- MU Wellness & Student Health Promotions
- Student Activities
- Student Advocacy & Parent/Family Services
- Student Conduct
- Student Counseling Center
- Student Involvement & Leadership
- Women's Center

## OVERVIEW OF DIVISION ACHIEVEMENTS

### *Community Outreach & Volunteer Services*

- Upgraded Coordinator position to a Director, rebranding the office and expanding outreach.
- Organized the University's first MLK Day of Service in honor of Dr. Martin Luther King's legacy of community engagement and social action.
- Launched inaugural Unity Month, in collaboration with other campus partners, featuring several events promoting an open, pluralistic, and socially conscious campus community.

### *Disability Services*

- New Coordinator of Disability Services hired in May 2017.
- New students registered to receive support services increased from 22 to 88 in 2 years.
- Developed the Herd of Love student organization which supports students with disabilities.
- Actively participated on the Faculty Advisory Committee for Students with Disabilities and developed a Faculty Handbook to help instructors better assist students with disabilities.
- Currently working alongside University Facilities and the newly appointed ADA Coordinator (also in Student Affairs) to ensure ADA compliance across the entire campus.
- Sponsored various activities to celebrate Disability Awareness Month in October 2017, including: wheelchair basketball, Allies Supporting Autism Training, and movie nights.

### *Fraternity & Sorority Life*

- Created Director of Fraternity & Sorority Life position (filled in January 2018). This position was created by separating Greek Life from Student Involvement & Leadership to proactively manage risks and enhance leadership development for all students.
- IFC fraternity men formalized their recruitment model to manage risks & prevent hazing.
- Established a comprehensive social policy – created and implemented by student leaders with the guidance of the new Director.
- All Greek Council leaders received professional development by attending conferences in Atlanta & Indianapolis in January 2018.
- The Office of Fraternity and Sorority Life, the Interfraternity Council, and the Women's Center hosted *Walk a Mile in Her Shoes*.
  - The event garnered the attention of local media and drew over 250 participants.
- All fraternities and sororities are now Green Dot certified. Green Dot is a bystander intervention program centered in preventing cases of sexual misconduct.
- The Office of Fraternity and Sorority Life won the 2018 Community Outreach Award from Harmony House.
- The Office of Fraternity and Sorority Life and the Panhellenic Council hosted a Rape Aggression Defense Course with MUPD. More than 200 women were in attendance.
- The Greek Community raised over \$800.00 for Lily's Place and donated dozens of blankets. Our fraternity men and sorority women also collected over 9,400 can food items that were donated across 4 community food pantries.
- The sorority GPA average is higher than the University's Women's GPA.

### *Military & Veterans Affairs*

- Opened newly renovated Veterans Lounge with grant support from Enterprise Holdings.
- Received 2018 "Military Friendly" & "Military Spouse Friendly" ratings by Victory Media.
- Named a "Purple Heart University" by the Military Order of the Purple Heart Chapter 733.
- Student Veteran Association is now nationally recognized by Student Veterans of America.

### *MU Wellness & Student Health Promotions*

- Secured new MU Wellness Coordinator position – currently open until filled.
- Secured more than \$1 million in grant funding to enhance programming and resources.
- Partnered with campus partners to host the annual Health & Wellness Fair.
- Hosted 150+ students at 2nd annual West Virginia Young Power Conference in Fall 2017.
- Developed a medical amnesty policy for students.
- Collaborated with graduate social work faculty to establish a social work intern position.

### *Student Activities*

- Upgraded Coordinator of Student Activities position to Director of Student Activities.
- Partnered with Black United Students, Intercultural Affairs, and the Center for African American Students' Programs to enhance Black History Month events the past 2 years.
- Hosted 75 students on the eve of the annual fountain ceremony in November 2017 to paint the Memorial Fountain – establishing a new campus tradition, "Paint & Sip."

- Established a stronger relationship with Athletics via collaboration on student tailgates and fan buses to select football and basketball away games.
- Formed a healthier relationship with the Marshall Artist Series by partnering on larger acts.
- Collaborated with several campus partners to host Stress Relief Week each semester during Dead Week to help students overcome final exam related anxiety.
- Re-introduced the Build-a-Bison tradition to new students during Week of Welcome, and hosted the inaugural "Taste of Huntington" during WOW 2017.

### *Student Advocacy & Parent/Family Services*

- Added the Student Advocacy Coordinator position to assist with increasing student traffic.
- Combined Student Advocacy & Parent/Family Services to enhance assistance to families.
- Updated online system for University Excused Absences to increase efficiency & tracking.
- Worked with several academic departments to host the annual Student Resource Fair.
- Contacted all students who paid the enrollment deposit to ensure questions are answered.
- Redesigned the family newsletter to include important dates, events, and monthly updates.
- Created Parent & Family Handbook to distribute to all incoming families at Orientation.
- Developed accountability program to assist probation students with academic success.
- Co-hosted program with University College for new students who missed orientation.
- Worked with Academic Affairs to increase awareness of the academic dishonesty policy.
- Partnered with faculty/students to improve understanding of the academic appeal process.
- Presented academic workshops for graduate students on academic success strategies.
- Worked with Academic Affairs and campus departments on implementing the inaugural graduate student orientation.

### *Student Conduct*

- Updated the Student Code of Conduct and Sanctioning Guidelines.
- Established Social Media Guidelines for all students.
- Formed the Behavioral Intervention Team to navigate students of concern and crises.
- Created "Students in Distress" folder to help faculty identify warning signs and resources.
- Developed Student Death Protocol to assist faculty and staff when students pass away.

### *Student Counseling Center*

- Secured 2 new positions: Director of Counseling Center and a 6 Mental Health Therapist.
- In the past 2 years, 12,800 counseling sessions were scheduled for 1,310 students, including 325 crises for 182 students & 814 walk-in sessions for 547 students.
- Facilitated the Welcome Brigade student organization to assist students from satellite campuses and other geographical areas with assimilation to the main campus.
- Partnered with the Psychology Department and Housing & Residence Life to place a Counselor-In-Residence in the halls for the upcoming 2018-19 school year.
- Expanded psychiatric services provided for students in need of medication management for mental health symptoms.
- Collaborated with graduate social work faculty to establish a social work intern position.

### *Student Involvement & Leadership*

- Implemented Herd Link software – streamlining student orgs & involvement resources:
  - 4,044 registered users (April 2018)
  - 195 Active Student Organizations & 313 Registered Student Organization Events
  - 2,525 Student Government votes cast in first Herd Link election (March 2018)
- Formed a Club Sports Partnership with the Marshall Recreation Center staff and the A.D. Lewis Community Center field, which hosted the site's first rugby game in March 2018.
- Opened newly renovated Commuter Student Lounge in the MSC lower level.
- Created the first Commuter Student Organization/Commuter Student Advisory Board.
- Developed inaugural Division of Student Affairs Spirit of Excellence Awards (April 2018).

### *Women's Center*

- Hired new Women's Center Coordinator in Spring 2018.
- Enhanced funding provided additional Green Dot trainings (bystander intervention/sexual assault prevention) for all UNI 100 peer mentors & facilitators, several sorority women & fraternity men, all Housing & Residence Life professional staff, and all resident advisors.
- Established a lasting partnership with the Office of Fraternity & Sorority Life and the Interfraternity Council, co-hosting the annual "Walk a Mile in Her Shoes" each spring and annual "Run 4 RAINN 5K" each fall to support the Contact Rape Crisis Center.
- Created a comprehensive calendar of events for Women's History Month 2018 in partnership with several campus partners.

## **DIVERSITY & INCLUSION INITIATIVES**

With the aid and support of university administrators President Gilbert and Provost Ormiston, Student Affairs leadership established special groups in support of traditionally marginalized populations: The President's Commission on Diversity, Equality, & Inclusion and The President's Commission on Women's Issues. We collaborated with campus partners to lead our commissions: President's Commission on Diversity, Equality, & Inclusion Co-Chairs, Dr. Kelli Johnson (MU Libraries) & Dr. Tim Melvin (Academic Affairs). The President's Commission on Women's Issues Chair, Dr. Mary Beth Reynolds (Academic Affairs); and, Professor Damai Puspa is leading the development of our strategic plan to enhance diversity and inclusion initiatives on campus.

- Partnered with City of Huntington to sponsor the Open to All campaign.
- Hosted a series of events during the inaugural Unity Month in April.
- Worked with faculty to facilitate a sexism panel in March.
- Sponsored the inaugural Diversity Awards in Spring 2018.
- Co-sponsored The State of African Americans in West Virginia Summit in Fall 2017.
- Partnered with the local NAACP to host the Higher Education Summit in Spring 2018.
- Conducted a faculty and staff climate survey to gauge awareness and needs.
- Established a scholarship for students from underrepresented backgrounds.

## CONCLUSION

To meet the needs of our growing student body and division, we have acquired 4 new professional positions. We consolidated 6 graduate assistantships to create the Women's Center Coordinator. The University provided funding to create our Student Advocate & Success Specialist, Director for Fraternity & Sorority Life, and Coordinator for MU Wellness & Student Health Promotions. The University also provided our division with \$150,000 for additional student activities which allowed us to develop a more intentional programming model.

We have also begun updating our physical spaces to make them more appealing to our student body. These renovations include the new Center for Student Advocacy & Success, with a student waiting area, on the 2 floor of the Memorial Student Center. We also updated the new Student Affairs conference room in the same hallway. Another renovation project took place on the lower level of the MSC to create our new LEAD Center (Leadership, Engagement, Activities, and Development). This space is now our hub for student involvement and houses the offices of Student Activities, Student Involvement & Leadership, Fraternity & Sorority Life, Community Outreach & Volunteer Services.

In summation, the Marshall University Division of Student Affairs team has worked tirelessly to enhance the Marshall Student Experience. There is still much work to be done. Our next steps, as a staff, are a heightened concentration on program effectiveness and staff performance. We've established working groups to focus specifically on staff development, student success, and assessment. After establishing a culture of assessment, our programming model will become more intentional and effective when measuring student learning outcomes. Collaboration has been a major strength of the Student Affairs team for the past two years. Our strong relationship with Housing & Residence Life provided for the creation of the annual Fall Move-In Committee. We also partnered with Shared Services to consolidate purchase card and budget management practices throughout the division. We are confident each of these changes will continue to build upon the spirit of excellence that has become associated with the Marshall University Division of Student Affairs.