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Faculty Senate Minutes

Faculty Senate

3-4-2021

The Minutes of the Marshall University Faculty Senate Meeting, March 4, 2021

Marshall University Faculty Senate

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MINUTES OF MARSHALL UNIVERSITY FACULTY SENATE MEETING

HELD ON MONDAY MARCH 04, 2021, AT 4:00 P.M.

MICROSOFT TEAMS VIRTUAL MEETING

MEMBERS PRESENT: **CAM:** Jack Colclough, Adam Dalton, Rob Rabe, Hanna Kozlowski, Mark Zanter
CECS: Mehdi Esmaeilpour, Sungmin Youn, Sarah Surber, Cong Pu **LCOB:** Uyi Lawani, Doohee Lee, Uday Tate, Timothy Bryan, Daesung Ha **COHP:** Sujoy Bose (*Secretary FS*), Bethany Dyer, Carrie Childers, Annette Ferguson, Debra Young (*Liaison*) **COLA:** Kristen Lillvis (*Chair, FS*), Marybeth Beller, Anita Walz, Jana Tigchelaar, Boniface Noyongo, Megan Marshall, Kelli Prejean, Daniel O'Malley (for Barbara Tarter on Sabbatical), Jill Treftz (for Robert Ellison on Sabbatical), Ida Day (signed-in but was not available at report time), Joel Peckham, Julie Snyder-Yuly (for Penny Koontz on Sabbatical) **COS:** Philippe Georget (Ex-Chair, FS), Jon Saken, Kyle Palmquist, Stephen Young, Bill Gardner Jr., Sean McBride, Jiyeon Jung, Elizabeth Niese (*Liaison*) **CITE:** (*Cross-reference Cong Pu in CECS*) **COEPD:** George Watson, Timothy Melvin, Mindy Backus, Kimberly McFall, Feon Smith-Branch, Mindy Allenger **SOM:** Subha Arthur, Chris Risher **SOP:** Sarah Plummer, Melinda (Mindy) Varney, Ruhul Amin **South Charleston:** Tracy Christofero **ULIB:** Eryn Roles (*Vice-Chair FS*), Paris Webb

Select by Colleges – [CAM](#), [CECS](#), [LCOB](#), [COHP](#), [COLA](#), [COS](#), [CITE](#), [COEPD](#), [SOM](#), [SOP](#), [South Charleston](#), [ULIB](#)

MEMBERS ABSENT: Tina Allen ([COEPD](#)), Scott Gibbs ([SOM](#) alternate), Vikram Shivkumar ([SOM](#) alternate), Dana Lycans ([SOM](#) alternate), Komal Sodhi ([SOM](#)), Tim Long ([SOP](#) alternate), Michael Hambuchen ([SOP](#) alternate), Robert Powell ([COHP](#)), ([COS](#)), Robert Ellison ([COLA](#)), Penny Koontz ([COLA](#)) – on Sabbatical, Jose Morillo ([COLA](#)), Robert Bookwalter ([COLA](#)), Barbara Tarter ([COLA](#)) – on Sabbatical.

EX-OFFICIO, VOTING MEMBERS PRESENT: Lori Howard (*Graduate Council – cross refer w/[COEPD](#)*), Amine Oudghiri-Otmani (*ACF; cross refer w/[COLA](#)*)

EX-OFFICIO, VOTING MEMBERS ABSENT: N/A.

EX-OFFICIO, NON-VOTING MEMBERS PRESENT: None

BOG REPRESENTATIVE: Dan Holbrook

EX-OFFICIO, NON-VOTING MEMBERS ABSENT - Dan Holbrook (BOG representative & *Ex-Officio Non-Voting*)

PARLIAMENTARIAN: Carl Mummert

GUESTS: Jaime Taylor (Provost), Wendell Dobbs, Michael McGuffey, Mark Robinson, Mary Beth Reynolds, Avinandan Mukherjee, Monica Brooks, Nancy Lankton, Teresa Eagle, Brandi Jacobs, Michael Prewitt, Ginny Painter, Sherri Smith, Sandy York, Denise Landry, Zach Garrett, Sarah Mollette, Boniface Yemba, Robert Bookwalter, Zelideth Rivas, Janel Dooley, Amie Maynard (Staff/Elections)

[Summary of attendance](#)

UNRESOLVED:

No Sign-in

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

1. **Approval of Minutes:** Motion made & seconded to approve presented FS minutes from:

Dates of Minutes	Discussion	Approval
Feb. 4, 2021	Friendly amendment - Header needs to be corrected – Chair requests unanimous consent to make the change.	MSAPAA

2. **Announcements –**

Srl.	Items	Reports & Discussion	Votes
a)	Dr. Kristen Lillvis, FS Chair	<ul style="list-style-type: none"> ▪ Sign in reminder. ▪ Recommendations: President has signed the following recommendations (See video). ▪ Awards: <ul style="list-style-type: none"> ○ John Marshall University Scholar Awards for Spring 2022—deadline March 18 <ul style="list-style-type: none"> ▪ For probationary and tenured faculty ▪ Award: 4-course reassigned time ○ Undergraduate Creative Discovery Scholar and Research Awards for Fall 2021—due April 19 <ul style="list-style-type: none"> ▪ For juniors and seniors with minimum 3.0 GPA, enrolled at least 12 hours ▪ Student receives \$1,750 for one semester; sponsoring faculty member receives \$750 for travel ▪ Calls in files ▪ Questions to Philippe ▪ Vaccine Update: all faculty who signed up to be vaccinated should have received their first dose this week; at 3:30 email went out about additional vaccines becoming available--take a look. ▪ Reminder for Standing Committees: Please be reminded FS Liaisons are responsible for preparing a written report about the committee’s actions. This report is sent to the Faculty Senate office one week prior to their scheduled presentation before the Faculty Senate. Can find more info on the Senate homepage at "Liaison responsibilities" link ▪ Next faculty senate meeting scheduled for 4/8/2021 	

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		<ul style="list-style-type: none"> o Recommendations to be considered at that meeting are due March 19.
<p>b)</p>	<p>Outcome of FS 01-08-2021 – Amendment to FS Constitution</p>	<ul style="list-style-type: none"> ▪ An electronic voting was conducted for proposed change to the Faculty Constitution that ran from Feb 15, through Feb 19 with extension to Feb. 24th to accommodate inclement weather & power issues. ▪ This FS Amendment 01-08-21 proposed change to the Senate Constitution to make one-year full-time faculty eligible for Faculty Senate membership. ▪ Total votes cast - 205. ▪ There were 160 votes in the affirmative. ▪ There were 45 votes in the negative. ▪ The proposal carries.

3. BOG Report (Dr. Dan Holbrook) – MU BOG met on 2/25/2021. Relatively short agenda. One of the agenda item was ongoing review of policies:
- a. Policies GA4 – Intellectual property policy – minor changes to official titles, has circular reference to other policies on intellectual ownership e.g. E-course content ownership. Board will work on a clear statement about course material ownership to resolve the issue.
 - i. BOG did not approve GA4, as revised, but sent to finance committee due to questions by members. Will come back to board for April meeting.
 - b. **Presidential evaluation results** – Committee will meet with President to discuss results.
 - c. No report from Athletic Committee and nothing to vote on.
 - d. **Finance Audit and Facilities Planning Committee** – 3-items for Board approval:
 - i. Investment earnings – getting better over fall & early winter. Board voted to accept report.
 - ii. Financial Statement reg. University Operating Budget – Drop in enrollment expected due to COVID-19 is smaller than anticipated. That leaves the budget relatively healthy (considering worst-case scenarios).
 - 1. Savings measures e.g. Salary reductions and others have yielded 85% of anticipated savings (school year not yet complete, so may achieve 100%).
 - iii. Revenues deemed healthy to reinstate salaries – prompt decision by President.
 - iv. Board voted to approve Financial Statements.
 - e. Approved FA-13 – new policy which addresses small and diverse business programs – formalized a practice (already in place ~ 3 years) of increasing Marshall University purchasing goods & services from minority women, veteran, and disabled-owned businesses. Seeks to do more of that.
 - f. Lengthy Executive session to discuss personnel matter – no vote was taken at end of executive session.

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- g. **Q&A for Dr. Holbrook** - Monica Brooks – Please include someone from her office when the GA4 policy is discussed.
- h. Please direct all other questions to Dr. Dan Holbrook, holbrook@marshall.edu, concerning the above report.

4. **Recommendations:**

Items	Discussion	VOTE
<ul style="list-style-type: none"> ▪ SR-20-21-16 ACF Resolution to endorse the ACF Issues for 2020-21 	<ul style="list-style-type: none"> ▪ Was tabled at last meeting. No further questions to document as amended. 	<p>MSAP</p>
<ul style="list-style-type: none"> ▪ SR-20-21-17 CC Recommends approval of the listed UNDERGRADUATE COURSES CHANGES in the following college and/or schools/programs: College of Liberal Arts 	<ul style="list-style-type: none"> ▪ No discussion 	<p>MSAP</p>
<ul style="list-style-type: none"> ▪ SR-20-21-18 CC Recommends approval of the listed UNDERGRADUATE DEGREE PROGRAM ADDITION, DELETION, CHANGE in the following college and/or schools/programs: Dietetics 	<ul style="list-style-type: none"> ▪ No discussion. 	<p>MSAP</p>
<ul style="list-style-type: none"> ▪ SR-20-21-19 CC Recommends approval of the UNDERGRADUATE COURSES ADDITIONS in the following college 	<ul style="list-style-type: none"> ▪ No discussion. 	<p>MSAP</p>

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<p>and/or schools/programs: College of Liberal Arts & College of Health Professions</p>		
<ul style="list-style-type: none"> ▪ SR-20-21-20 CC Recommends approval of the listed UNDERGRADUATE DEGREE Certificate ADDITION, DELETION, CHANGE in the following college and/or schools/programs: Speech Language Pathology Assistant (SLP-A) Certificate Program 	<ul style="list-style-type: none"> ▪ No discussion. 	<p>MSAP</p>
<ul style="list-style-type: none"> ▪ SR-20-21-21 CC Recommends approval of the listed UNDERGRADUATE MINOR ADDITION, DELETION, CHANGE in the following college and/or schools/programs: International Business 	<ul style="list-style-type: none"> ▪ No discussion. 	<p>MSAP</p>
<ul style="list-style-type: none"> ▪ SR 20-21-22 LAC Recommends that Faculty Senate urge members of the West Virginia Legislature to support preservation of the autonomy of the Board of Governors to regulate the safety 	<ul style="list-style-type: none"> ▪ No discussion. ▪ Motion: Elizabeth Niese (COS) – Propose replacing the last sentence – <i>“Therefore, we recommend urging the Senate to ask members of the Legislature to oppose and vote against SB 246 and any other bills aimed at removing from Boards of Governors their autonomy over questions of campus safety and security”</i>. – Discussion ensued. 	<p>MSAP (for proposed friendly amendment) MSAPAA (for main motion w/amendment)</p>

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and security of each campus community.	▪ Motion to accept as amended.	
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5. **Report of the University President** – Dr. Jerome Gilbert – Not here today.
6. **Report of the Provost** – Dr. Jaime Taylor –
- a. Thanks Dan Holbrook & Marybeth Reynolds for their work on every single policy of Marshall University. These policies are incredibly important for the smooth functioning of the University.
 - b. Recruitment – Provost been talking about increasing recruitment for last 2 years.
 - i. Amine (Oudghiri-Otmani) recommended to President & Provost right before Christmas of 2020 – suggestion of a group of faculty to work on recruitment to spearhead ideas. This group has been created.
 - ii. Two workgroups – Two workgroups created by the above group. One to work on domestic recruitment, and other on international recruitment.
 - iii. This week met with domestic recruitment group – Intent to focus on a few (1-2) items that we can do well that can be impactful. The following methods will serve as domestic recruitment tools indefinitely:
 1. Departmental web pages – currently very “unglamorous”. And this is critical. Focus is for website improvement as a front to people wanting to evaluate the University and provide easy contact information.
 2. Outreach – Goal is to get to high school parents & students.
 - a. On campus: Green & White day is most efficient way to utilized faculty time. Contact by the department is important to both parents, & the students. Information for post-graduation activities by the graduates – what are the most recent graduates doing is an important piece of information that should be available to prospective recruits & their parents. Should include tours on campus.
 - b. Virtual Green & White day – for those who cannot get to on campus – Marshall has done a good job on this, and further improvement ideas area solicited from faculty & staff.
 - c. Work on improving efficiencies on Campus – Reference to last meeting of how work at Graduate school has been modified.
 - i. Goal 1 – save money.
 - ii. Goal 2 – intelligent planning to prevent significant impact to institution, by keeping things running as they are, but also to enhance operations with less resources.
 - iii. Will be bringing examples to the FS, but also to document the change examples visually.
 1. MIS in Computer Science and Technology Management and Applied Sciences both courses from College of Engineering, moved to College of Business. This saved resources, but it can be better marketed from the COB by taking advantage of current MBA courses to replace some

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of the courses being taught there. This resulted in the elimination of approx. 15 courses saving resources.

- iv. Improvements on FYS – Divide into large sections and some smaller sections – There is a tool to recognize students who are performing well or those at risk. Better performing students to be made into larger groups. At risk students will be put into smaller groups. This will result in reduction of # of sections from 40 to 12. Data from these learning outcomes will be analyzed down the road to see the effectiveness.
- d. Fall semester – President would like to go back to as close to normal as feasible.
 - i. Reduced social distancing
 - ii. Back to hands-on.
 - iii. Not clear on mask-wearing, into next semester.
- e. **Q & A for Provost:**
 - i. Sujoy Bose – Disorganized website & many dead links –
 - 1. A: May need to develop a place to report dead links
 - 2. Ginny Painter: Link at bottom of each website you can click to report the problem. Chris McComas is contact person.
 - ii. Jon Saken - Term faculty stressed if they will have job in the fall. It is high time they should be notified now. They need to know if they need to seek alternative employment immediately in a shrinking academic market.
 - 1. A: Provost agrees. Will work to get data together from Deans. Hope to have recommendation to President by Monday or Tuesday.

- 7. **Advisory Council of Faculty (ACF) Report** - Amine Oudghiri-Otmani - No specific report.
 - I. Trying to meet with legislators on Friday March 19. Legislature is mostly working remotely and response rates is scant via e-mail.
 - II. Will be using list of legislative priorities as talking points.
 - III. **Q & A for ACF Rep:** None.

8. Reports from Standing Committees:

Committee	Report by:	Report Specifics
Academic Planning	Sean McBride	<ul style="list-style-type: none"> ▪ Last committee meeting – 3/2/2021 – Minutes from Nov 10 meeting, not reviewed. ▪ Discussed the Intent to Plan (ITP) focusing on the B.S. degree in Psychology. ▪ Decision to send the ITP to the faculty Senate office for recommendation of the adoption of the program before the 3/19 FS deadline, ahead of the March 29 meeting of the EC, to be presented at the April 8 general meeting. ▪ The Psychology Department will work to take in the provided suggestions before being sent

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		<p>to Faculty senate for 3/19, which will likely satisfy all voting members.</p> <ul style="list-style-type: none"> ▪ Next meeting – not stated.
Athletic	George Watson	<ul style="list-style-type: none"> ▪ Athletic committee yet to meet this semester. ▪ FS Chair has reached out to the chair of the committee – no response yet. ▪ Next meeting, – Not stated.
Budget & Academic Policy	Kelli Prejean	<ul style="list-style-type: none"> ▪ Last meeting, 2/19/2021. ▪ Ongoing discussion on academic dishonesty and appeals policies. ▪ New business – Brian Morgan developing a new electronic appeals tracking system – will allow people to upload evidence and documents can be collated. ▪ Committee has been asked to review final grade deadline but decided to deprioritize that as calendars have already been approved – may take it up in future if deemed as important. ▪ Next meeting, 3/12/2021
Curriculum	Debra Young	<ul style="list-style-type: none"> ▪ Last meeting, 2/25/2021. ▪ This was a reschedule of the February 18th meeting due to inclement weather. There was a quorum. ▪ In this meeting the following was moved: <ul style="list-style-type: none"> ○ 12 course additions ○ 52 course deletions ○ 2 major changes ○ 3 area of emphasis changes ▪ There was a unanimous decision to extend the deadline for any submissions for March through March 8th due to the recent weather issues. ▪ Next meeting, 3/8/2021. This will be the final review of the spring semester. Any submissions after March 8th will not be reviewed until Fall 2021
Faculty Development	Ida Day – Not available (signed-in)	<ul style="list-style-type: none"> ▪ No report – Liaison not available.

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<p>Faculty Personnel</p>	<p>Tim Bryan</p>	<ul style="list-style-type: none"> ▪ NOT met this academic year. ▪ Email conversation in early February regarding medical requests. <ul style="list-style-type: none"> ○ 12 requests submitted – all approved. ▪ Task force to evaluate attendance/residency policy which was requested by FS in fall 2019. ▪ Next meeting, – Not specified.
<p>Legislative Affairs</p>	<p>Elizabeth Niese</p>	<ul style="list-style-type: none"> ▪ Last meeting, 2/10/2021. ▪ Discussed campus safety recommendation and passed it. ▪ Concerns over how the elimination of income tax can impact higher education funding. ▪ Letter prepared to be sent to legislature and the governor – To support this letter by adding your name, please use this link. ▪ Next meeting, 3/17/2021.

9. Request to Speak and/or Answer Questions to the Senate: (5 minutes) – None.

10. New Business: None

Adjournment:

With agenda for elections addressed, this meeting was adjourned at approximately 17:00 hours (5:00 pm).

Respectfully Submitted,



Dr. Sujoy Bose, Recording Secretary

Faculty Senate

MINUTES READ:

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Krill

Dr. Kristen Lillvis, Chair

Faculty Senate

Jerome G. Gilbert

Dr. Jerome Gilbert, President

Marshall University

[Video of Meeting](#)