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Faculty Senate Minutes

Faculty Senate

4-29-2021

The Minutes of the Marshall University Faculty Senate Meeting, April 29, 2021

Marshall University Faculty Senate

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MINUTES OF MARSHALL UNIVERSITY FACULTY SENATE MEETING

HELD ON MONDAY APRIL 29, 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 Esmailpour, Sungmin Youn, Cong Pu **LCOB:** Doohee Lee, Uday Tate, Timothy Bryan, Daesung Ha, Uyi Lawani **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, Joel Peckham, Julie Snyder-Yuly (for Penny Koontz on Sabbatical), Jose Morillo **COS:** Philippe Georgel (*Ex-Chair, FS*), Jon Saken, Kyle Palmquist, Stephen Young, Bill Gardner Jr., Sean McBride, Jiyeon Jung, Rosalyn Quinones-Fernandez, 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:** , **South Charleston:** Tracy Christofero (304.741.6272 – emailed separately to verify) **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: ([SOM](#)): Scott Gibbs (alternate), Vikram Shivkumar (alternate), Dana Lycans (alternate), Komal Sodhi. ([SOP](#)): Tim Long (alternate), Michael Hambuchen (alternate), Charles CK Babcock (alternate), ([COHP](#)) Robert Powell. ([COLA](#)): Penny Koontz – on Sabbatical, Robert Ellison– on Sabbatical, Barbara Tarter– on Sabbatical, ([CECS](#)): Sarah Surber, ([SOP](#)) - Sarah Plummer, Melinda (Mindy) Varney, Ruhul Amin

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 (Cross-refer [COLA](#))

EX-OFFICIO, NON-VOTING MEMBERS ABSENT -

PARLIAMENTARIAN: Carl Mummert

GUESTS: Jaime Taylor (**Provost**), Wendell Dobbs, Stephen Tipler, Angela Strait, Mary Beth Reynolds, Shuck Somerville, Avinandan Mukherjee, Anna Mummert, Monica Brooks, Alfred Akinsete, Lindsey Harper, Carol Hurula (Staff), Michael McGuffey, Lori Thompson, John Maher, Jessica Lowman, Carey Allison, Sherri Smith, Debra Young, Nancy Lankton, Teresa Eagle, Michael Prewitt, Sandy York, Robert Bookwalter, Janet Dooley, Paulus Wahjudi, Wael Zatar, 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
April 8, 2021	No discussion	MSAP

2. **Announcements –**

Srl.	Items	Reports & Discussion	Votes
a)	Dr. Kristen Lillvis, FS Chair	<ul style="list-style-type: none"> ▪ Sign in reminder. ▪ President has signed previously approved recommendations - SR 20-21 - 23, 24, 25, 26, 27, 28, 29, 30, 31, 32. ▪ Thanks to all for those who have assisted throughout the year. ▪ Thanks to Dr. Gilbert for attention to faculty & support. ▪ E-vote – for 1 ACF representative, and 1 BOG representative – One candiate for ACF (Amine); 5 candidates for BOG (Lau, Koontz, Landry, Riner, Webb-Damron) - open May 3 to 6, 2021. ▪ September 23 for next meeting <ul style="list-style-type: none"> ○ September 3rd is due date for consideration. 	

3. **Report of the University President** – Dr. Jerome Gilbert – will not be available at the meeting today.

4. **Report of the BoG** – Dr. Dan Holbrook (no typed report as the meeting just wrapped up)

1. Approved revisions of AA-1 Sabbatical Leave; AA-21 Faculty Workload; AA-22 Faculty Evaluation – they are new policies pending 30-day reviews
2. Accepted program review recommendations from this school year’s 5 year reviews.
3. Sabbaticals – 11 faculty members have received approval for sabbaticals 5 fall +5 spring +1 (full year)
4. Provost update – refer below.
5. Med School graduation April 30 – 74 MDs, 1, 1 MD/PhD.
6. Student Affairs update given to Anna Williams - Student Body president & Chair of Statewide Student Government Association Board
7. Incoming Student Body President Alyssa Parks (PSC major) was present at the BOG meeting.
8. Athletics Committee: 4 individual contracts being updated / modified slightly that falls under –

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- a. GA4 – governs athletics - mandates that board approves any contract of 200,000 or more each year - was approved by an executive session, and later by full board.
- b. Mens soccer team won 2nd conference title
- 9. Finance, Audit, & Facilities Planning Committee: 4 action items
 - a. Revisions to FA9 – MU Purchasing Policy – correction of previous error in policy.
 - b. Board accepted investment earnings update. 12.5% earnings (better than 2020)
 - c. Amended new schedule of tuition and fees: approved with exception of UG residents and UG metro, and \$50/semester proposed increase in the standard auxiliary fee - directly appropriated to athletics.
 - d. All of other fee increases either for new programs (e.g. aviation), or for pro-forma programs (which operate outside of MU operating budget), one increase in first-year residence halls, and the meal plans.
 - e. Tuition & Fees increases - The proposed increases estimated based on fall enrollment, to yield ~ 1.5 million - Over half of income would go to pay legally required fees, e.g. the Rec Center, Private Partner of the Private-Public partnership for freshmen residence halls.
 - f. Despite increases, the board feels strongly to restrict rise in total costs to students. Discussed board's position to attract more students by not pricing them out in the face of declining State support. Their intent is to hold line on tuition increases, if feasible, in the face of legal financial obligations (of the University).
 - g. GA-4 changes – intellectual property policy – Approved changes on finance and audit side – referred to Academic & Student Affairs to approve on their end.
 - h. New policy AA48 – outlines intellectual property to course materials – derived out of GA-4 – in the Academic realm as opposed to research & inventions – analogy of Copyright vs. Inventions.
 - i. Executive Session – Personnel matters; Naming opportunity – Something on campus will be named after somebody (details redacted).
 - j. President report – explanation of his decision (stepping down). Retains the Board's support for the next 14 months.
 - k. Chairman has discussed President's report with him. Overwhelmingly positive evaluation (of the President).

Q&A for the BoG representative:

- **Fees question:** large increase for graduate students. Any discussion about reducing grad student fees?
 - **Ans:** No, not many grad fees going up. The graduate fees that will see increase are in SOM, SOPT, Aviation School, and Master of Public Health.
 - Bulk of increases are in fees; Actual tuition increase for resident students is 0.2% increase for tuition.
- Congratulations on Retirement of Dr. Holbrook. – Encouraged all constituencies in being involved in faculty governance.

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5. Recommendations:

Items	Discussion	VOTE
<p>1. SR 20-21-33 EC Recommends that Faculty Senate endorse the revised Board of Governors policy AA-7, Faculty Salary Increases.</p>	<p>2. Friendly amendment (Sean McBride) – Motion proposed for a friendly amendment to the language – new language as follows:</p> <ul style="list-style-type: none"> ○ 2.1.3 - <i>“The distribution into these different categories will be made after discussion involving the Faculty Senate Executive Committee, Faculty Senate, and the President.”</i> ○ Friendly amendment MSAP <p>Discussion</p> <p>1. 4.1 - temporary faculty members are excluded from the provisions – unclear what is “definition” of temporary faculty members – who does this policy refer to, considering that there are term, tenure-track, and adjunct faculty.</p> <p>Answer/Discussion: 3-categories of non-tenure track faculty – term, temporary, and adjunct. Term have multi-year contracts; Adjuncts are course-by-course basis.</p> <ul style="list-style-type: none"> ○ Conversion of significant number of term faculty to temporary implies that they are no longer qualified for raises under this policy. ○ Minimums that are used for term are also same for temps. ○ Faculty for Assistant Professor rank have most potential for salary adjustments, based on proposed AA-7 revisions. ○ Current Faculty affected by these minimums increase include - 5 of 13 assistant professors in libraries (AA-45), 8 COLA, COEPD, COHP; At professor rank – 8 faculty in COLA. 	<p>MSAPAA</p>

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	<ul style="list-style-type: none"> ○ Largest proportion of faculty impacted are term faculty at instructor rank. Numbers not clear. 	
<p>2. SR 20-21-34 CC Recommends approval of UNDERGRADUATE COURSES DELETIONS, SFT 489 Process Safety Mgmt., in the following college and/or schools/programs: College of Engineering and Computer Sciences</p>	<p>3. No discussion</p>	<p>MSAP</p>
<p>4. SR 20-21-35 CC Recommends approval of the listed UNDERGRADUATE AREA OF EMPHASIS ADDITION, DELETION, CHANGE in the attached college and/or schools/programs</p>	<p>5. No discussion.</p>	<p>MSAP</p>
<p>6. SR 20-21-36 CC Recommends approval of the listed UNDERGRADUATE COURSES ADDITIONS in the attached college and/or schools/programs</p>	<ul style="list-style-type: none"> ▪ No discussion. 	<p>MSAP</p>
<ul style="list-style-type: none"> ▪ SR 20-21-37 CC Recommends approval of the listed UNDERGRADUATE 	<ul style="list-style-type: none"> ▪ No discussion. 	<p>MSAP</p>

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<p>COURSES CHANGES in the following college and/or schools/programs: College of Engineering and Computer Sciences College of Health Professions College of Liberal Arts College of Science</p>		
<p>▪ SR 20-21-38 CC Recommends approval of the BSN (HN 20), UNDERGRADUATE DEGREE PROGRAM CHANGE in the following college and/or schools/programs: College of Health Professions</p>	<p>▪ No discussion.</p>	<p>MSAP</p>
<p>▪ SR 20-21-39 CC Recommends approval of the listed UNDERGRADUATE MAJOR ADDITION, DELETION, CHANGE in the following college and/or schools/programs: College of Engineering and Computer Sciences College of Liberal Arts College of Science</p>	<p>▪ No discussion.</p>	<p>MSAP</p>
<p>▪ SR 20-21-40 CC Recommends approval of the listed UNDERGRADUATE MINOR ADDITION, DELETION, CHANGE in the</p>	<p>▪ No discussion</p>	<p>MSAP</p>

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<p>following college and/or schools/programs: College of Business College of Liberal Arts</p>		
<ul style="list-style-type: none"> ▪ SR 20-21-41 EC Recommends that Faculty Senate endorse the revised Board of Governors policy AA-45, Salary Increases for Library and Clinical Faculty. 	<ul style="list-style-type: none"> ▪ Voting on the policy as amended above. 	<p>MSAPAA</p>
<ul style="list-style-type: none"> ▪ SR 20-21-42 FPC Recommends that Faculty Senate endorse the revised Board of Governors policy AA-35, Faculty Absences. 	<ul style="list-style-type: none"> ▪ Philippe Georgel - Motion to Commit to refer back to Executive Committee for discussion and involve the FPC – MSAP. ▪ Discussions reg. Faculty concerns: 1. Marybeth Beller - For all online courses, why does in-person office hours be required? Can there be any exceptions to have online office hours instead? <ul style="list-style-type: none"> i. Response – Some In-person presence is required. ii. It is important to know who is considered all-online and who is physically on-campus and is a departmental leadership decision. Contracts would specify that at outset, not changed later. 2. Based on proceedings since last year with online work, concern that Chairs or Deans may dictate the days/hours of office hours and exert control over faculty flexibility <ul style="list-style-type: none"> i. Response – previous dictate in early 2000s for faculty to keep physical office hours never went through to avoid impairing flexibility of faculty. ii. Effort to keep flexibility; but some kind of physical presence is also required as a central point of 	<p>Not approved</p>

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	<p>university to allow for interaction with faculty (with students) on campus. If some faculty are here, then it falls on them to pick up extra responsibility.</p> <p>3. John Saken - Unclear what problem is being tried to be solved by this policy.</p> <ul style="list-style-type: none">i. It appears that the policy is allowing for teaching fully online, and it is upto the Departments or individual academic units to decide who is teaching online vs. who is not. We already have situations where faculty are here, or not here and the departments are already dealing with the situation of picking up the slack. So how does the policy change anything?ii. Response - If there is a situation where a faculty member says I'm moving out of state and you can't stop me. Therefore, need a policy to make sure the department can make the decision that people who teach all online can meet all their obligations for the department and the university. <p>Kimberly McFall – Prepared remarks (refer video) expressing concerns of faculty – how does physical presence of requirement in a specific location help us serve our students if online presence is significant off-traditional business times. And is a remote designation in a contract still be eligible for tenure-track position? Request that the policy address teaching, advising, and scholarship vs. Presence or absence.</p>	
	<ul style="list-style-type: none">i. Answers – Dr. Taylor – This is a faculty senate discussion point. Experience suggests e-faculty positions who are not held to scholarly requirements but is lesser salary, and non-tenure.	

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	<ul style="list-style-type: none"> ii. Dr. Holbrook – the intent for this policy is not to police but to be very flexible and allow various different approaches. Range of options for faculty right now - these e-faculty positions can be tenure-track. But they don't have to be. Everything negotiable for contract. Teams meeting with students is very acceptable. Is remote contract tenure-track? Will need to be discussed with faculty senate. Would the salary be less? Would need to be determined by faculty senate. Current tenure-track would continue tenure track. Would contracts have to be renegotiated if the people with the contract changed? <p>4. Jill Treftz – Concerns about disabled faculty, faculty who fall ill, disabled faculty, pregnancy – somewhat answered in 3.5 and in the discussions. However, some lingering concerns. Routinely, steady, and reliable – language implies an implication of surveillance.</p> <p>5. Elizabeth Niese – Language concerns. Would want more protective language for out faculty.</p> <ul style="list-style-type: none"> i. Concerns about uneven application of expectations 	
	<ul style="list-style-type: none"> ii. Concerns about language (or the lack of) accommodation for people with illness (Section 2.1) – faculty with 9-month appointment do not accrue sick leave. – This is a concern for when people are quarantined or ill. iii. Important to address above vs. “policing” when and where people are on campus. 	

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	<ul style="list-style-type: none"> iv. Answer (Dr. Taylor) – Policies are intentionally vague to allow for as much flexibility as feasible. v. Dr. Holbrook – Wise to re-examine this specific language. Sick leave policy is State code, not MU policy. <p>6. Why isn't there anything about research? What happens when a faculty member is doing research off-campus?</p> <ul style="list-style-type: none"> i. Could we add language to address "research" language to 3.2. Friendly amendment request. ii. Problematic if you visit more than one campus throughout the week. <p><u>Motion by Philippe brought forward again (see above) – MSAP (as noted).</u></p> <p>Departments to send feedback to Kristen Lillvis, via FS rep about anybody of commentary from the said college.</p>	
<ul style="list-style-type: none"> ▪ SR 20-21-43 CC Recommends approval of the listed UNDERGRADUATE MINOR ADDITION in the following college and/or schools/programs: College of Science 	<ul style="list-style-type: none"> ▪ No discussion 	<p>MSAP</p>
<ul style="list-style-type: none"> ▪ SR 20-21-44 EC Recommends that Faculty Senate endorse the attached criteria and procedures for faculty qualifications. 	<ul style="list-style-type: none"> ▪ Spirited discussion. ▪ Kelli Prejean – <ul style="list-style-type: none"> ○ COLA Faculty Member—Issues Raised: The biggest objection to this document is that stakeholders (chairs, deans, program directors) were not included in the conversation about how to enforce BOG AA 18. The faculty member is concerned that a procedural document of this 	<p>MSAP</p>

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	<p>nature will be endorsed without stakeholder input.</p> <ul style="list-style-type: none"> ○ Secondly, the representation of BOG AA18 2.2.2 in the procedures is not consistent with the BOG policy. ○ The procedures in the 3rd bullet under #1 state that “the faculty member must provide evidence of sufficient experience and other evidence that they are qualified to teach courses in the discipline. This evidence must include at least five years of non-academic experience in the discipline and at least one of the following.” Below is what the BOG policy states, ○ 2.2.1 An academic department may use verified experience to substitute §2.1 degree requirements. The verified experience will represent at least five years of continuous employment or notable professional accomplishments recognized by the discipline. In no case may the faculty member have a degree lower than the one offered by the program in which they are teaching. ○ 2.2.2 Verified experience will 	
	<p>include full-time professional activities completed when the faculty applicant was not engaged in college teaching. These activities include, but are not limited to, notable professional practice and credentials, licenses, or professional certifications, employment in which the applicant has used the skills of</p>	

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	<p>their discipline, and other activities related to the discipline to be taught.</p> <ul style="list-style-type: none"> ○ 2.2.2.1 The applicant must have a degree from a regionally accredited institution (or equivalently accredited institution outside the United States) earned before beginning the activities to be counted for the verified experience. ○ There are a few other concerns, particularly in how this affects departments that offer dual enrollment courses. ▪ Ans (MaryBeth) - have been working with all the deans. Have not yet spoken with chairs <ul style="list-style-type: none"> ○ Built spreadsheet with ideal (generic) qualifications and the minimal qualification, and minimum acceptable qualifications & procedures. ○ Have been approached by Deans by potential candidates as adjuncts – “do you think this person would qualify”? <ul style="list-style-type: none"> ▪ There is a provision in AA18 (August 2020) section 2.2.2.2 - says each academic unit that wants to use verified experience must come up with a system of evaluation. ▪ Can adapt procedures for each program. ○ Prefer people who meet HLC standards but can look at experience. ○ Gold Standard Qualifications – Faculty member teaching in a 	

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	<p>Master’s program should have minimally a PhD or other terminal degree in that field.</p> <ul style="list-style-type: none"> ○ Whether people with math Ph.D. qualified to teach statistics? - the final decision rests with the department. The documentation states related fields. 	
<ul style="list-style-type: none"> ▪ SR 20-21-45 CC Recommends approval of the listed UNDERGRADUATE MINOR ADDITION, DELETION, CHANGE in the following college and/or schools/programs: College of Engineering and Computer Sciences 	<ul style="list-style-type: none"> ▪ No discussion 	<p>MSAP</p>

6. **Report of University President** –

- 1. No report.

7. **Report of the Provost** – Dr. Jaime Taylor –

1. **COVID-19** –

- a. 75%-80% of all faculty have been vaccinated (Herd Immunity).
- b. President wants 70%-80% of students to be vaccinated by the fall. Encourage students to go to the [COVID-19 link](#) to indicate if they have been vaccinated or not so as to help us track status of students by fall. The [link](#) will also allow to register for the vaccine -
- c. If 70% of students can be vaccinated, we can remove the mask mandate.
- d. If not enough vaccinated, then mask mandate will remain in place for the fall.

2. Difficult year for recruitment — Earlier in the year we were 80% behind where we were in prior year at that point-in-time, and caused concern in Office of Recruitment, and Office of Provost. Could not visit any high-schools due to COVID-19 – however, good news is that we caught up, esp. in the last couple of months.

- a. Overall, the numbers are down 4%. Number down is primarily West Virginia residents and resonates in all schools across WV and is reflected in lower FAFSA fill-outs.
- b. Radical change in out-of-state recruitments which includes the EAP (early assurance program) for med school, pharmacy, and physical therapy. Example provided of a father-son pair who flew in from California after the Medical

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School EAP was put into place. They bought a home locally, and the son will attend medical school here. This is contingent on GPA requirements for EAP.

- c. Recruitment plan – Lots of non-residents at the Green & White day – Up ~ 40% of non-residents who have applied. Numbers are up 22% in students who have submitted deposits from out-of-state. Out-of-State tuition is twice that of residents, hence even with slight decline in in-state freshmen numbers, we are in good revenue standing.
 - d. Exit surveys – Parents and students incredibly thrilled to meet faculty.
 - e. Student success – At time of Provost joining the 6-year graduation rate was 46%. Last year 51%. Looking as if we will be at 52% this year 6-year graduation rate.
 - f. Fall-fall retention - 78%, up from 72%. Freshman year is most important. Once student gets to sophomore year, they get more stable.
3. Working on East Hall – make it a space for equity, diversity, and inclusion. Space for LGBTQ, for Black and African-American students, and an intercultural center.
 - a. Rooms for meetings
 - b. Can open space to interact with each other for people of different backgrounds.
 - c. Cultural interaction opportunities in development.
 4. **Q & A for Provost:**
 - a. Recent discussions on faculty lines being cut in response to the Delaware cost study – no report to faculty Senate about that study at this point. When will we hear about the results (of the study) and how those decisions are being made?
Ans: Details to come from Mike McGuffey. Results will be forthcoming in next faculty Senate meeting.

8. **Advisory Council of Faculty (ACF) Report** - Amine Oudghiri-Otmani – Not meeting until tomorrow – That will be last meeting for this academic year. There will be a retreat over the summer. The ACF report will be presented in the September meeting.

1. **Q & A for ACF Rep:** None.

8. **Reports from Standing Committees:** No reports scheduled.

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

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MINUTES READ:



Dr. Tracy Christofero, Chair Faculty Senate

for Dr. Kristen Lillvis, former Chair Faculty Senate



Dr. Jerome Gilbert, President

Marshall University

[Video Stream](#) - (April 29, 2021)