This report contains a condensed summary of the actions of the Faculty Senate and its Standing Committees. It is a publication of the Faculty Senate and is prepared under the direction of Chair Larry W. Stickler, July 2005.
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The Constitution of the Marshall University Faculty

PREAMBLE

Universities striving for excellence historically and traditionally have enjoyed the autonomy and integrity necessary to accomplish their mission as institutions of higher learning committed to the search for and dissemination of knowledge and truth—and so it has been, and must continue to be, at Marshall University. It is recognized that the legal authority to guide and regulate the University is vested by the West Virginia Legislature in the West Virginia Higher Education Policy Commission, the Marshall University Institutional Board of Governors and the President of the University. It is further recognized that the West Virginia Higher Education Policy Commission and Marshall University Institutional Board of Governors grant autonomy to the colleges and universities under their jurisdiction. The West Virginia Legislature has also established that each institution of higher education shall have an institutional faculty senate. As a corollary of academic freedom, the faculty has the major responsibility for guiding the scholarly pursuits of the University. To that end, this constitution is established to facilitate meaningful communication throughout the academic community and to assist the University President, the West Virginia Higher Education Policy Commission, and Marshall University Institutional Board of Governors in the development of academic policies and procedures.

ARTICLE I – THE FACULTY

The faculty is a legislative body of Marshall University and has the authority to concern itself with topics affecting the whole university. This authority is delegated to the Faculty Senate, which is the representative body duly elected by and from the faculty. The Faculty Senate is empowered to act on behalf of the faculty on questions and issues properly brought before it by the faculty of any college, school, or component of the university. Marshall University is committed to providing equality of opportunity and treatment; therefore, the Faculty Senate and any committee operating under its authority do not discriminate on the basis of race, color, gender, age, religion, national origin, handicap, or sexual orientation.

ARTICLE II – THE FACULTY SENATE: PURPOSES—POWERS—FUNCTIONS

Section 1. The Faculty Senate shall take within its province any subject of interest to the faculty, the administration, and the student body. With respect to the general welfare of the university, the Faculty Senate shall serve as the major legislative, advisory, and review body of the faculty. It shall investigate, debate, and communicate to the faculty those matters deemed to be in the best interests of the university. Academic policy decisions, or matters construed to impinge on the academic decisions, shall be the primary responsibility of the Faculty Senate. The faculty may call a referendum upon any of the actions of the Faculty Senate. Actions of the Faculty Senate shall become the policy of the institution unless for serious and compelling reasons the University President rejects in writing such actions within fifteen working days following submission by the Faculty Senate. All measures receiving presidential approval, or which, are not specifically rejected by the University President, shall be considered binding subject to the final approval, if necessary, of the West Virginia Higher Education Policy Commission and the Marshall University Institutional Board of Governors.
Section 2. Legislative Function. As the faculty legislative body, the Faculty Senate shall exercise authority over all matters that pertain to academic policies of the university, including instruction, research, and continuing education. Affairs of the university which directly and primarily affect the faculty include, but are not limited to, determination of curricula, standards of admission and selection, retention and transfer of students, scholarships and honors, requirements for the granting of degrees, candidates for honorary degrees, instructional standards throughout the university, and matters of the faculty welfare. The Faculty Senate shall be responsible for developing policy with regard to major issues which affect the institution, such as, change in the mission of the university, addition or deletion of programs, contracts with government agencies, and public questions which affect the role of the institution or endanger the principle of academic freedom. The Faculty Senate shall be responsible for maintaining communications between the faculty and the administration, the student body, and the staff. It shall establish rules and procedures for standing committees and shall be responsible for overseeing the election of Faculty Senate members. All standing committee actions, with the specific exceptions detailed in this constitution shall be subject to review, amendment, approval or rejection by the Faculty Senate.

Section 3. Advisory Function. The Faculty Senate shall serve in an advisory capacity to the university community and administration. Matters which directly or indirectly affect the general welfare of the institution include, but are not limited to, student life, such as standards of conduct, living conditions, organizations, intercollegiate athletics, and participation in extracurricular activities; the academic calendar; and university convocations, lectures, press releases, and radio and television broadcasts.

The Faculty Senate shall be available to advise the West Virginia Higher Education Policy Commission and the Marshall University Institutional Board of Governors on the appointment of the University President and to advise the University President on the appointment of university-wide administrative officials. It shall advise the administration on policies with respect to the preparation of the annual budget and its allocation to operational units; equipment and physical facilities; official university and student publications; the academic structure and governance system; and the mission, goals, and objectives of the university.

Section 4. Review Function. The Faculty Senate shall be empowered to review all policies and to formulate recommendations with respect to the general welfare of the university. Matters directly affecting the faculty include, but are not limited to, academic freedom, tenure, and promotions; appointments, reappointments and dismissals; teaching loads; salary schedules or other compensation or benefits; policies governing stability of employment, retirement, sabbatical or other leaves; and the reorganization of academic units.

The Faculty Senate shall also be empowered to review programs of research, experimentation, and instruction; grading systems and trends; instructional evaluation; and policies and administration of the university libraries. It shall also review the academic conduct of students, including means for handling infractions. The Faculty Senate shall be responsible for the investigation and conducting of hearings on grievances from members of the faculty and student body, except for those covered by the various West Virginia Higher Education Policy Commission and the Marshall University Institutional Board of Governors policy bulletins or
those under the jurisdiction of other committees; it shall report the findings and make recommendations to the appropriate parties. The Advisory Council of Faculty (ACF) representative reports to the Faculty Senate on meetings of the ACF and/or the Marshall University Institutional Board of Governors.

**Section 5. Provisions of the Senate.** The Faculty Senate shall be provided with an appropriate budget, office space, adequate secretarial support, and release time for the Faculty Senate Chair.

**ARTICLE III – MEMBERSHIP AND ELECTION**

**Section 1.** The Faculty Senate shall consist of one (1) senator for each academic unit, unless otherwise specified, plus one (1) senator for each thirteen (13) full-time faculty members, plus one (1) additional member if the number of full-time faculty in a unit exceeds a multiple of thirteen by seven (7) or more. Ex-officio voting members will be the Faculty Council President of the Marshall Community & Technical College and the Advisory Council of Faculty (ACF) representative. The term "academic unit" is defined in the bylaws. Individual constituency numbers for calculating representation shall be based upon the number of full-time faculty presented every second year to the Executive Committee of the Faculty Senate in the fall semester preceding Faculty Senate elections. Census information will be provided by the Office of Institutional Research in collaboration with the Provost and the Vice President for Health Services. In addition, South Charleston faculty will elect two (2) at-large senators.

**Section 2.** All faculty involved in apportionment calculations shall hold the rank of instructor or above and shall devote at least one-half of their time to teaching, scholarly research, or closely related duties. Eligible librarians shall hold a professional librarian's degree or the equivalent. All such faculty shall be eligible for election to office. Part-time faculty, adjunct faculty, and those designated as "clinical" or "research" in their faculty titles shall not be considered as faculty members for the purpose of this document and organization. For the purposes of determining voting and serving on the Faculty Senate, the above description shall apply. Those holding the titles of President, Vice President, Assistant/Associate Vice President, Dean, Assistant/Associate Dean, Director, Assistant/Associate Director, and Dean of Libraries shall be ineligible to serve on the Faculty Senate. The Executive Committee of the Faculty Senate is empowered to decide questions that arise concerning definition of faculty.

**Section 3.** The term of office for a senator shall be two (2) years. Senators can serve no more than four (4) consecutive terms.

**Section 4.** Elections for senators shall occur annually in April of even-numbered years, with the names of the new senators submitted by the Dean or Director of each unit to the Chair of the Faculty Senate by May 1. Each unit shall conduct its own election according to the bylaws of that unit, providing that all voting shall be by secret ballot. Initial implementations of this constitution shall require the election within each unit of Faculty Senate members for staggered terms. Faculty members in each unit will determine how their senator's terms will be staggered.

**Section 5.** If a senator misses more than three (3) regular meetings in any academic year, his/her seat will be declared vacant by the Faculty Senate Chair, who will immediately report the
vacancy to the Dean or Director of the appropriate unit. Within two weeks the Dean or Director shall call for nominations and the election of a faculty member to fill the vacated seat.

**Section 6.** Temporary senators will be elected by a unit if a seat is vacated for one academic year or less due to leaves of absence, sabbaticals, incapacity, or other reason. If a senator will be unable to fulfill his/her responsibilities and duties to the Faculty Senate for longer than one academic year, he/she must resign. Temporary senators will have all the privileges of Faculty Senate membership, though they can serve no longer than one academic year.

**ARTICLE IV – MEETINGS**

**Section 1.** The Faculty Senate shall meet quarterly and may meet at such other times as called by the chairperson or by a majority of the members during the regular academic year. Special sessions of the Faculty Senate will be called at the request of ten (10) or more faculty members. Special sessions will be held as soon as practicable within two (2) weeks from the date they are called. The responsibility for notifying senators and faculty members of special sessions shall rest with the Faculty Senate Chair who shall use the most appropriate means available to fulfill this obligation. A written announcement of the agenda, time and place of every regularly scheduled Faculty Senate meeting shall be sent to each senator one week in advance of the meeting.

**Section 2.** A quorum shall be a simple majority (50% plus one) of the voting Faculty Senate members.

**Section 3.** A voice vote will be conducted on actions requiring a vote. At the request of any senator for a division of the Faculty Senate, a show of hands or roll call vote will be taken and recorded by the Faculty Senate Recording Secretary.

**Section 4. Minutes.** The minutes of Faculty Senate meetings shall be distributed to each senator and the University President no later than seven (7) working days before the next meeting. The minutes will also be sent to each Dean, to each faculty member upon request, and the presidents of both the Student Government Association and Graduate Student Council.

**Section 5. Rules of Procedure.** The parliamentary authority of the Faculty Senate shall be the latest edition of Robert's Rules of Order.

**Section 6.** Faculty Senate meetings are open to the public except in those cases where executive sessions are permitted by West Virginia statute (6-9A-4). No decision shall be made in any executive session of the Faculty Senate. If any student, administrator or non-senate faculty member wishes to speak to an issue, he/she will be recognized and allowed to speak briefly. If any non-senator wishes to speak for a longer period of time, he/she should request agenda time prior to the meeting.

**Section 7.** The University President shall meet at least quarterly with the Faculty Senate to discuss matters affecting faculty and the effective and efficient management of the institution.
Section 8. The Marshall University Institutional Board of Governors shall meet at least annually with the Faculty Senate to discuss matters affecting faculty and the effective and efficient management of the institution.

ARTICLE V – ADOPTION AND AMENDMENT

Section 1. This constitution shall be adopted when approved by a simple majority of the secret ballots cast by the faculty as defined in the current Constitution of the Marshall University Faculty. Upon adoption by the faculty, this constitution shall be made a part of the Marshall University Greenbook, which shall contain the Faculty Senate Bylaws, official policies, procedures, and other information pertinent to the University's operation and internal government.

Section 2. An amendment to the constitution may be proposed by ten (10) percent of the faculty or by a majority vote of the Faculty Senate. All proposed amendments must be submitted to the faculty for its approval. The ratification of an amendment requires the approval of a two-third (2/3) majority of those voting.

Section 3. Any proposed amendment shall be distributed to every member of the faculty at least two weeks before a regular or special meeting of the faculty at which the amendment will be discussed. Opportunity for debate shall be provided for every proposed amendment.

ARTICLE VI – STANDING COMMITTEES

Section 1. The Marshall University Faculty Senate system shall include, in addition to the Faculty Senate itself, standing committees. One of these is designated the Executive Committee of the Faculty Senate and shall function as part of the Faculty Senate. The other committees work in cooperation with, but are distinctly separate from the Faculty Senate. With the exception of the Executive Committee, the membership, officers, and relationships of the standing committees to the Faculty Senate are as follows.

Section 2. Membership. The membership of standing committees, unless otherwise specified, shall include one senator appointed by the Faculty Senate Chair to serve a two-year term. This member shall be the “Liaison.” This appointment may be renewed for one additional consecutive term. Other membership shall consist of one member elected by the faculties of each academic unit as defined in Bylaw #14. One undergraduate student, appointed by the Student Government Association, will also serve with exceptions as noted. This shall be the voting membership of the committees. Ex-officio, nonvoting members will be designated according to each committee's nature and functions. The length of faculty membership on committees shall be four (4) years. Faculty members may serve no more than two consecutive terms on any one standing committee and may not serve on any two standing committees simultaneously.

Section 3. Officers. Officers of the standing committees will be a chair and a recording secretary. The chairs of the committees and the recording secretaries will be elected by the voting members of their standing committees. The terms of office shall be one (1) year, and may be renewed up to a maximum of four (4) successive terms (i.e., four years). The committee may
remove an officer by a "motion to rescind the election." The successor of an officer removed in this manner shall serve until the next regularly scheduled election for that office. The chair is responsible for establishing the committee's agenda with the assistance of the recording secretary; presiding over committee meetings; and reporting committee actions to the Faculty Senate. The chair shall also notify all committee members of the Faculty Senate's response to committee actions. The chair, with the assistance of the recording secretary shall prepare an annual report on the committee's work at the end of the academic year and this will be submitted to the Executive Committee for publication. The recording secretary will also be responsible for keeping minutes of all committee meetings; for accurately recording and reporting votes of the committee; and for assisting the committee chair in the preparation and submission of the committee's annual report.

Section 4.
A. Committee-Senate Relationship. Standing committees shall meet of their own accord; or when requested to by the Faculty Senate Chair, the Executive Committee, or the Faculty Senate. All actions, with the exceptions as noted, taken by Standing Committees shall be subject to final review and approval by the Faculty Senate. In the event the Faculty Senate does not concur with committee actions, a full and detailed rationale must be provided in writing.

B. Quorum Requirements in Standing Committees. A quorum shall consist of a simple majority (50% plus one) of the voting members.


Section 5. The Executive Committee
A. The Executive Committee shall serve as the executive branch of the Marshall University Faculty Senate. It shall function in leadership and advisory capacity, but shall not legislate.

B. Membership. One (1) senator representing each academic unit of the university, elected by the Faculty Senate, shall serve. The term "academic unit" is defined in the bylaws. Hence the total number of elected members shall be ten (10) except as provided in Article VI, Section 5G. In addition, ex-officio, voting membership shall consist of the Graduate Council Chair, the Faculty Council President of the Marshall Community & Technical College, and the faculty representative to the Advisory Council of Faculty (ACF). Ex-officio, nonvoting membership shall consist of the faculty representative to the Marshall University Institutional Board of Governors.

C. Officers. The officers of the Faculty Senate shall be the officers of the Executive Committee. These shall be the Chair, Assistant Chair, and Recording Secretary of the Faculty Senate. They shall be nominated and elected by the Faculty Senate by secret ballot at a special spring meeting of the newly constituted Faculty Senate (i.e., those who will comprise the Faculty Senate during the next academic year). Terms of office shall be two (2) years. Officers shall serve no more than two (2) consecutive terms in their respective positions. The Faculty Senate may remove an officer by a "motion to rescind the election." The successor of an officer removed in this manner
shall serve until the next regularly scheduled election for that office. No two officers shall be from the same academic unit at any time except as provided in Article VI, Section 5G.

D. Other members. All other voting members of the Executive Committee shall be nominated and elected by the Faculty Senate at the same special spring meeting of the newly constituted Faculty Senate, after the election of officers. The terms of office shall be two (2) years. No voting member of the Executive Committee may serve more than two consecutive terms. Non-officers shall be selected so as to represent those academic units not represented by the officers.

E. Powers and Functions. The Chair shall preside over Faculty Senate meetings; preside over general faculty meetings; preside over Executive Committee meetings; establish the agenda for Executive Committee meetings in cooperation with other officers; and confer with the University President and other officially designated bodies as the Faculty Senate representative. The Assistant Chair shall assume all duties and responsibilities in the absence of the Chair and assist the Chair in establishing the agenda for Executive Committee meetings. The Recording Secretary shall serve as secretary to the general faculty; serve as secretary to the Executive Committee; and assist the Chair and Assistant Chair in establishing the agenda for Executive Committee meetings. The Executive Committee appoints Faculty Senate representatives to all other standing committees; appoints a Parliamentarian for Faculty Senate and faculty meetings; creates special committees and appoints such committee chairs; receives reports of ad hoc committees or by the Faculty Senate; receives reports from university-wide search committees for information and review; sets agenda for the Faculty Senate and sends on items for consideration and legislation; sets agendas for general faculty meetings; and submits requests for consideration of business presented by faculty members. Any request bearing the signatures and names of ten (10) or more full-time faculty members or five (5) or more senators shall be transmitted automatically to the appropriate Faculty Senate bodies for consideration, except in those cases where deliberation is already guaranteed by policies of the West Virginia Higher Education Policy Commission and the Marshall University Institutional Board of Governors. Such requests for agenda items must be considered within two meetings. Requests for consideration bearing fewer than ten (10) signatures and names of full-time faculty or fewer than five (5) signatures and names of senators shall be considered at the discretion of the Executive Committee, except in those cases where deliberation is already guaranteed by policies of the West Virginia Higher Education Policy Commission and the Marshall University Institutional Board of Governors. The Executive Committee furthermore resolves jurisdictional disputes among committees, oversees and coordinates the preparation and distribution of annual standing committee reports in the annual Faculty Senate report, coordinates the faculty role in the Greenbook revision, and shall act for the Faculty Senate during periods when the Faculty Senate is unable to meet. All actions taken by the Executive Committee must be subsequently approved by the Faculty Senate at its next meeting to remain in force. The Executive Committee may not legislate; only the Faculty Senate may do that.

F. Restrictions. Members of the Executive Committee are automatically barred from serving on any other standing committee of the Faculty Senate except as ex-officio, nonvoting members as provided by the constitution. Executive Committee members may, however, be appointed to serve on ad hoc or search committees.
G. Should the office of Faculty Senate Chair, Assistant Chair, or Recording Secretary become vacant during a time other than the end of a two-year term, the Executive Committee shall call for nominations from the Faculty Senate at its next regularly scheduled meeting. All senators including members of the Executive Committee and officers are eligible to fill the un-expired term of a Faculty Senate officer. Election shall be by the Faculty Senate by secret ballot. More than one senator from a specific academic unit may serve on the Executive Committee if it is caused by filling an un-expired term of office. At any time that a unit is not represented on the Executive Committee, the Faculty Senate Chair shall call for nominations and elections to fill the vacancy.

Section 6. Academic Planning Committee
A. Powers and Functions. The Academic Planning Committee shall serve as the major faculty agency for discussion, review and development of recommendations regarding letters of intent to plan new academic programs and degrees, academic long range planning (mission statements, five year plans, strategic plans and similar major plans, and the reorganization of any academic unit), academic programs needs assessments, and work directly with the University President and Faculty Senate Executive Committee as requested and appropriate. It shall be the function of the Academic Planning Committee to make recommendations about new academic programs and priorities in relation to available resources, receive Departmental Program Review documents, make recommendations concerning the level of action to be recommended by the institution to the West Virginia Higher Education Policy Commission and the Marshall University Institutional Board of Governors, and respond when appropriate to the West Virginia Higher Education Policy Commission and the Marshall University Institutional Board of Governors and/or the University President concerning policies relating to academic planning. The Academic Planning Committee will cooperate with administrative officials, university Deans, and the University President on matters relating to academic planning. When appropriate, the Academic Planning Committee may seek external review teams for evaluation purposes for new program proposals.

B. Membership. Committee membership shall be consistent with that of all regular standing committees. Ex-officio nonvoting members shall be the Provost, the Dean or Director of each college or school, the Vice President for Development, the Director of Institutional Research, the coordinator of Assessment and Program Review, and one (1) Graduate Student Council representative. The Faculty Senate Chair may appoint two members from the community who are not currently faculty or students at the university each of whom will serve two years as ex-officio, nonvoting members of the Academic Planning Committee and can be appointed for one additional term.

Section 7. Budget and Academic Policy Committee
A. Powers and Functions. The Budget and Academic Policy Committee shall assume the primary responsibility for the development of policies that contribute to the maintenance of academic standards in the university. The committee's responsibility shall include, but not be limited to, policies affecting the university calendar, the university budget, academic honesty, class attendance, grading and examinations. The committee shall process student grade appeals.
B. Membership. Committee membership shall be consistent with that of all regular standing committees. Ex-officio, nonvoting members of this committee shall be the Provost or his/her designee, the Senior Vice-President for Finance & Administration, one (1) Classified Staff Council representative, and one (1) Graduate Student Council representative.

Section 8. Athletic Committee
A. Powers and Functions. This committee shall consider policies relating to the maintenance and development of the intercollegiate athletic program, eligibility of athletes, budgets, and athletic staff personnel. It will supervise the maintenance and development of the intercollegiate athletic program in conformity with the policies, goals, and standards of the NCAA, conference affiliation, and Marshall University scholastic standards. It will be responsible for determining the eligibility of requirements for athletic competition in compliance with NCAA, conference affiliation, and Marshall University scholastic standards. It will review the Athletic Department budget in terms of its suitability to both short term and long term objectives and priorities of the Athletic Department and Marshall University. The committee shall review all policy matters relating to the athletic program of the university as requested by the faculty, the Athletic Director, or the University President. The committee shall establish an athletic staff personnel subcommittee. The committee shall receive position requirements prior to public notice of vacancies. The committee shall be represented on Athletic Department search committees to fill vacancies.

B. Membership. Committee membership shall be consistent with that of all regular standing committees. Voting membership shall also include the faculty representative to the NCAA, a representative of the Student-Athlete Advisory Committee, and a faculty member from Exercise Science, Sport & Recreation. Ex-officio, nonvoting members of this committee shall be the Senior Vice President for Finance & Administration, the Dean of Student Affairs, the Athletic Director, the Associate Athletic Director for Compliance, one (1) representative from the Big Green Scholarship Foundation, one (1) alumni representative, one (1) Classified Staff Council representative, and one (1) Graduate Student Council representative.

Section 9. Curriculum Committee
A. Powers and Functions. The Curriculum Committee shall be responsible for assisting undergraduate college/school curriculum committees in their activities, approving undergraduate course and curriculum changes, and approving the addition or deletion of undergraduate programs.

B. Membership. Committee membership shall include one representative from the college curriculum committee of each academic unit having undergraduate programs, one representative from the Marshall University Libraries, and one senator representing an academic unit having undergraduate programs appointed by the Executive Committee. One undergraduate student shall be appointed by the Student Government Association. Ex-officio, nonvoting members shall be the Provost and the Dean of each undergraduate college or school.

Section 10. Faculty Personnel Committee
A. Powers and Functions. At the request of the University President or Faculty Senate Chair, using appropriate Series/Rules and the 1986 AAUP Recommended Institutional Regulations on
Academic Freedom and Tenure as guidelines, the committee shall write, alter, or rewrite policies relating to academic rank, salary, tenure, promotion, teaching and non-teaching load, retirement, sabbatical, and other matters which affect the well-being of faculty. The Faculty Personnel Committee shall study and evaluate policies and procedures relating to the hiring of faculty, which includes a yearly review of salaries. The committee shall act as an advisory panel for all faculty members initiating grievances in accordance with Series 9. The committee shall address all faculty grievances except those involving dismissal, termination due to reduction of or discontinuance of an existing program, termination due to financial exigency, or a faculty member desiring to appeal a decision of the University President on non-retention or promotion. The committee shall refer to the Hearing Committee those grievances involving a number of persons. Chapter 29B. Freedom of Information Act of the West Virginia code provides that "Every person has a right to inspect or copy any public record for a public body in this state, except as otherwise expressly provided by Section Four of this article." Under Exceptions in Section Four the code reads, "Information of a personal nature such as that kept in a personal, medical, or similar file, if the public disclosure thereof would constitute an unreasonable invasion of privacy..." When the committee handles matters of a personal nature, it will not share its findings with the Faculty Senate. Hence, in this function it remains exempt from those conditions outlined under the section entitled "Committee-Senate Relationship" in this document.

B. Membership. Committee membership shall be consistent with that of all regular standing committees excluding undergraduate and graduate student representatives. The representative to the Advisory Council of Faculty to the West Virginia Higher Education Policy Commission and the Marshall University Institutional Board of Governors serves as an ex-officio, nonvoting member of the Faculty Personnel Committee.

Section 11. Library Committee
A. Powers and Functions. The Library Committee shall advise the Dean of Libraries on matters of library policy; review the administration of the libraries; carry out studies relating to library functions; and serve as a liaison between the faculty at large, the Faculty Senate, and the university libraries.

B. Membership. Committee membership shall be consistent with that of all regular standing committees. Ex-officio, nonvoting membership shall be the Dean of University Libraries, Head of Technical Services, Public Services Representative, Curator, Music Librarian, the Director of Health Science Libraries and one (1) Graduate Student Council representative.

Section 12. Physical Facilities and Planning Committee
A. Powers and Functions. The Physical Facilities and Planning Committee shall consider policies relating to the maintenance, utilization, and improvement of existing facilities; to planning for existing and anticipated needs, including priority of major capital improvement in accordance with the university's mission statement; to review and revise policies related to campus parking regulations; and to the performance of such duties as the University President and/or the Faculty Senate Chair may assign.
**B. Membership.** Committee membership shall be consistent with that of all regular standing committees plus a representative from Classified Staff Council. Ex-officio nonvoting members shall be the Senior Vice President for Finance & Administration and one (1) Graduate Student Council representative.

**Section 13. Research Committee**  
**A. Powers and Functions.** The Research Committee shall be concerned with the promotion of faculty research, publications, and other creative activities. It shall aid the appropriate administrators in the search for funds and advise in administering available funds. The committee shall act as a review board for the university-funded research proposals.

**B. Membership.** Committee membership shall be consistent with that of all regular standing committees. Ex-officio nonvoting members shall be the Provost, the Vice-President for Health Sciences or his/her designee, the Dean of the Graduate College, the Director of MURC, and one (1) Graduate Student Council representative.

**Section 14. Student Conduct & Welfare Committee**  
**A. Powers and Functions.** The Student Conduct and Welfare Committee is concerned with the responsibility for the general and specific well being of students. It shall be the function of the committee to consider and recommend policies relating to the coordination and regulation of student organizations, social events, and other related activities; academic conduct of students; advisory and counseling program; health services; financial aid, including loans and scholarships; student housing; orientation and new student program; student development program; and student publications. It shall also strive to protect the rights of students. It is the responsibility of the committee to maintain and improve an atmosphere conducive to the pursuit of academic goals.

**B. Membership.** Committee membership shall be consistent with that of all regular standing committees. Voting membership shall also include five (5) additional undergraduate members appointed by Student Government Association and one (1) additional graduate student appointed by the Graduate Student Council. Ex-officio nonvoting members shall be the Dean of Student Affairs, one (1) Classified Staff Council representative, and one (1) Graduate Student Council representative.

**Section 15. University Functions Committee**  
**A. Powers and Functions.** This committee will have responsibilities in the areas of commencement and honorary degrees, faculty service, and public relations. The committee shall recommend policies relating to presidential inaugurations and commencement activities, including the selection of a commencement speaker. The committee's recommendations in these matters shall be transmitted to the Faculty Senate for review and approval. The committee shall establish a subcommittee to recommend candidates for honorary degrees. The membership of the subcommittee shall be in compliance with Administrative Policy Bulletin #24 with representation from the faculty, staff, administration, students (both undergraduate and graduate), the Alumni Association, and the Marshall University Institutional Board of Governors. The subcommittee shall forward its recommendations to the committee for review and approval. Following its review of the subcommittee's recommendations, the recommendations of the
committee shall be transmitted to the Faculty Senate for its review and approval. The committee will collect an annual contribution from the faculty and administration to defray costs of expressions of sympathy, congratulations, and so forth. It will assist in the planning and sponsorship of activities to honor retiring faculty. This committee shall also consider matters relating to public relations. In this function it will assist the University President in any appropriate way to represent the university to the community at large.

**B. Membership.** Committee membership shall be consistent with that of all regular standing committees. Ex-officio, nonvoting members of this committee shall be the Provost, the Senior Vice President for Finance & Administration, the Vice President for Communications & Marketing, one (1) Classified Staff Council representative, and one (1) Graduate Student Council representative.

Section 16. Legislative Affairs Committee

**A. Powers and Functions.** This committee will develop an annual faculty legislative agenda in general consultation with, but independent of other constituencies on this campus. The committee will serve as the liaison with the faculty on all legislative matters and report to the Faculty Senate on a regular basis regarding all actions contemplated or required in executing its responsibilities. This committee will publish (in timely fashion) information regarding legislative issues. The committee will disseminate information on upcoming elections and referenda that pertain to issues affecting the welfare of public higher education. The committee will promote the faculty legislative agenda with the legislative and executive branches of the state government. This committee will not engage in partisan politics of any kind. This committee will not take stands on issues unrelated to the welfare of public higher education.

**B. Membership.** Committee membership shall be consistent with that of all other regular standing committees with the exception that student representatives will be nonvoting members of the committee. Other ex-officio, nonvoting members of this committee shall be a Presidential Legislative Liaison, the faculty representative to the Advisory Council of Faculty, the faculty representative to the Marshall University Institutional Board of Governors, one (1) Classified Staff Council representative, and two (2) former West Virginia legislators. The committee chair shall serve as liaison to any university-wide legislative committee.

Section 17. Faculty Development Committee

**A. Powers and Functions.** The Faculty Development Committee shall be concerned with the promotion and coordination of faculty development activities. It shall develop comprehensive policy, make program recommendations, and provide program oversight in the area of faculty development. It may assist and advise appropriate administrators in establishing programs such as video conferences, workshops, seminars, and speakers to enhance instructional and research skills as well as curricular, organizational, and leadership development. It shall aid the appropriate administrators in the search for funds and develop policies for the administration of available funds. It shall determine the allocation of funds for all faculty development programs not specifically assigned to other units of the university. It shall establish or oversee subcommittees involved in selection of faculty development awards for teaching and service and shall create or encourage faculty exchange programs with other institutions. The committee shall also provide oversight to the various committees dealing with endowed faculty gifts.
B. Membership. Committee membership shall be consistent with that of all regular standing committees. Ex-officio nonvoting members shall be the Dean of the Graduate College, the Associate Vice President for Academic Affairs and the Director of the Center for Teaching Excellence.

ARTICLE VII – GRADUATE COUNCIL

Section 1. The Marshall University Faculty Senate system shall include, in addition to the Faculty Senate itself, the Graduate Council. The Graduate Council has certain specified functions and works in cooperation with the Faculty Senate on other matters. The Graduate Council shall meet of its own accord, elect its own officers, determine its own committee and subcommittee structure(s), and have authority over other such matters as relate to its operation.

Section 2. Powers and Functions. The primary responsibility of the Graduate Council is to make policy recommendations with respect to the graduate education mission of the university to the University President. Specific functions include the facilitation of long range planning for graduate education at Marshall University, the recommendation of new programs and courses, the evaluation of existing programs and courses, the facilitation of graduate accreditation, the recommendation of promotion and tenure policies related to graduate education, and the recommendation of approval of graduate faculty to the University President.

Section 3. Membership. Voting representation on the Graduate Council shall include seven individuals from the South Charleston campus [four (4) faculty members elected at large, one (1) faculty member from CITE, one librarian with faculty rank, and a Faculty Senate Liaison*], nine individuals from the Huntington campus (one representative each from the Lewis College of Business, the College of Education and Human Services, the College of Fine Arts, the College of Liberal Arts, the College of Science, the School of Journalism and Mass Communications, the College of Health Professions, the School of Medicine, and the Faculty Senate Chair*), and one graduate student representative elected at-large. Ex-officio, nonvoting members include the Dean of the Graduate College, the Provost, the Vice President for Graduate Studies, and the Vice President of Research. (*In the event the Faculty Senate Chair is from the South Charleston campus, the Faculty Senate Liaison will be elected from the Huntington campus.)

Section 4. Elections and Terms. Each voting Graduate Council member’s term (other than the graduate student representative) shall be four years. Elections for voting members (other than the graduate student representative) shall occur in the spring of even-numbered years to coincide with Faculty Senate elections. The graduate student representative shall have a one-year term with election each spring. Voting members may serve no more than two consecutive terms. The bylaws of the Graduate Council determine additional procedures and policies as needed regarding elections, terms, attendance requirements, interim members, standing committees, vacancies, and so forth, and may be revised and clarified as needed by the Graduate Council.

Section 5. Graduate Council-Senate Relationship. All actions taken by the Graduate Council with respect to the functions specified in Article VII, Section 2 shall be submitted directly to the University President or the President’s designee for approval. All such actions shall be communicated to the Faculty Senate. On matters not related to those functions, the Graduate
Council and Faculty Senate will work collaboratively in whatever format is deemed appropriate by the respective Executive Committees. Refer to the “Faculty Governance Flow Chart” at the end of the Bylaws Section.

ARTICLE VIII – POWERS OF THE FACULTY

Section 1. The faculty of Marshall University, acting as a body, shall retain final authority over policies governing the Faculty Senate and the faculty. Recognizing the powers it has entrusted to the Faculty Senate, it shall not act in a capricious or arbitrary manner regarding actions and legislation undertaken by the Faculty Senate.

Section 2. Meetings. There will be at least two meetings of the general faculty per year. Under the emergency powers of the faculty there may be additional faculty meetings not later than ten (10) days from the time they are requested. The Faculty Senate will call for faculty meetings upon the petition of ten percent (10%) of the full-time faculty. The Faculty Senate may call for a meeting of the faculty at the request of two-thirds (2/3) of the voting Faculty Senate members present. The Executive Committee of the Faculty Senate may call for an emergency meeting of the faculty. The University President may call for a meeting of the faculty.

Section 3. Officers. The officers of the Faculty Senate shall preside and function at meetings of the faculty.

Section 4. The faculty's actions are the highest order. In case of any conflict in actions of the faculty and the Faculty Senate, the faculty shall prevail. However, to override the Faculty Senate actions there must be the approval of a simple majority of the faculty voting, with one-third (1/3) of the faculty participating in the vote.

Section 5. Either the faculty or the Faculty Senate may present referenda for the faculty to consider and vote on. The voting process shall be the same as outlined in Bylaw #1.

ARTICLE IX – BYLAWS

The Faculty Senate may by majority vote establish bylaws, not inconsistent with this constitution, governing the conduct of the business of the Faculty Senate and of the standing committees and any other matters that may be within its competence.

Bylaw #1 - The Recording Secretary of the Faculty Senate, who is also the Secretary of Faculty, will oversee the composition, duplication, distribution, collection, tabulation, and reporting of all university-wide balloting. She/he will follow the procedural guidelines for either Section A – Paper Ballot or Section B – Electronic Ballot as determined by the Executive Committee of the Faculty Senate.
Section A – Paper Ballot - Passed September 17, 1987, Amended May 7, 2004

1. The ballot will be typed, duplicated and distributed to all faculty by the Faculty Senate Recording Secretary. If a faculty member does not receive a ballot he/she should contact the Faculty Senate office immediately.

2. Ballots may be cast by either:
   a. Depositing them in the ballot box in the Faculty Senate office with faculty signing their names on a list located beside the box, or
   b. Using two envelopes. Insert the ballot into one envelope then seal, sign, and mark it “Ballot”. Insert the ballot envelope into the second envelope that should be addressed and sent to the Chair of the Faculty Senate.

3. The ballot box will be sealed by the Faculty Senate Recording Secretary when the balloting is complete. The following rules will govern vote tabulations:
   a. Tellers or counters will be selected at random by the Faculty Senate Recording Secretary from members of university colleges and schools. On controversial issues, parties with opposing views may be asked to count ballots.
   b. Two (2) to four (4) people will be selected as tellers or counters at the discretion of the Faculty Senate Recording Secretary. The number of counters will depend on the length of the ballot.
   c. A time for tabulation will be selected by the Faculty Senate Recording Secretary along with the selected counters.
   d. Parties with a vested interest in the election may observe the counting and tabulation in a non-disruptive, non-interruptive manner.
   e. All ballots and paper work will be retained for a calendar year then destroyed.

4. The Recording Secretary of the Faculty Senate will notify those people winning the election and will make an announcement of the results of the election.

Section B – Electronic Ballot (E-Voting) – Passed May 7, 2004

1. E-Voting will involve using the campus computer network, which requires a secure log-in, and secure voting software that is approved by the Faculty Senate. The ballot items shall be developed by the E-Voting Administrator and the Faculty Senate Recording Secretary in consultation with computing services personnel.

2. The E-Voting Administrator will send election announcements and instructions for using the E-Voting system to all eligible faculty. This announcement will include the content of the ballot.

3. The Faculty Senate Chair will determine appropriate parameters for each election.

4. The vote can be cast through the Marshall University computer network.

5. If a voter experiences technical difficulties or needs assistance of any kind, they should contact the E-Voting Administrator immediately.

6. The results of the election will be announced by the Recording Secretary of the Faculty Senate.

Bylaw #2 - Passed October 29, 1987; Amended January 31, 1991: Article VI, Section 10. A. of the Faculty Constitution advises the Faculty Personnel Committee as follows: "When the committee handles matters of a confidential nature, it will not share its findings with the Faculty
Senate." This admonition also applies to all Standing Committees who at some time might find themselves discussing matters and making motions of a confidential nature. The standing committee will report the discussions and any motions to the Executive Committee which in turn will determine whether such motions or recommendations should be presented to the Faculty Senate or forwarded directly to the appropriate administrator.

**Bylaw #3 – Passed October 29, 1987:** If a member of a standing committee misses more than three (3) regular meetings in any academic year, his/her seat may be declared vacant by the chairperson of that committee, who will immediately report the vacancy to the Faculty Senate Chair and the Dean or Director shall call for nominations and the election of a faculty member to fill the vacated seat. The Dean or Director will then report in writing to the committee chair and to the Faculty Senate Chair the name of the new committee member.

**Bylaw #4 – Passed February 23, 1988; Amended February 28, 1991:** Faculty appointments to university-wide committees, except those already provided for in the constitution, including but not limited to search committees, and external faculty to college committees shall be made by the Faculty Senate Chair with the advice and consent of the Executive Committee of the Faculty Senate.

**Bylaw #5 – Passed March 29, 1988:** Once a recommendation is submitted to the University President from the Faculty Senate, it must be considered in toto for his/her approval. If any one part is not acceptable, the entire recommendation must be returned to the Faculty Senate along with an explanation for its disapproval. The Faculty Senate then has the responsibility to determine subsequent action with regard to its disposition.

**Bylaw #6 – Passed September 8, 1988:** When faculty members are named as acting or interim administrators, they shall be temporarily replaced on standing committees or in the Faculty Senate for the length of time that they serve in the administrative capacity.

**Bylaw #7 – Passed September 8, 1988:** That the turnover time of the Faculty Senate Chair, standing committee officers and Marshall University Institutional Board of Governors faculty representative will be at the beginning of the Fall semester although they are elected in the Spring.

**Bylaw #8 – Passed September 8, 1988:** When vacancies occur on standing committees, colleges have the option of shifting committee members to find the most appropriate members for that committee.

**Bylaw #9 – Passed January 25, 1990:** Faculty Senate meetings will be audio taped and the tapes will be made available to all members of the faculty but only in the Faculty Senate Office. All listening is to be done there.

**Bylaw #10 – Passed March 29, 1990:** When a motion is defeated in the Faculty Senate, it is referred back to the committee or person submitting it along with a summary of the discussion preceding the vote in order to provide an explanation for its rejection. In addition, a copy of the defeated motion is sent to the University President for informational purposes.
Bylaw #11 – Passed March 29, 1990: The following guidelines will govern any open forum in the Faculty Senate.

1. Executive Committee approves/disapproves any requests.
2. Executive Committee decides length of presentation.
3. Presiding officer controls the Faculty Senate floor with assistance of the Parliamentarian.

Bylaw #12 – Passed February 28, 1991: The University Functions Committee will submit its recommendations for honorary degree recipients and commencement speaker for Faculty Senate consideration by November 1. (This Bylaw will become effective 1992.)


Bylaw #14 – Passed March 28, 2002: The term academic unit is defined as the Elizabeth McDowell Lewis College of Business, the College of Education & Human Services, the College of Fine Arts, the College of Liberal Arts, the College of Health Professions, the College of Science, the Joan C. Edwards School of Medicine, the W. Page Pitt School of Journalism & Mass Communications, the College of Information Technology & Engineering, and the Marshall University Libraries.

Bylaw #15 – Passed October 9, 2002: The Marshall Community & Technical College will have one (1) elected ex-officio voting member on the following standing committees: Budget and Academic Policy, Faculty Development, Library, Physical Facilities & Planning, and Student Conduct & Welfare. The length of faculty membership shall be four (4) years and faculty may serve no more than two (2) consecutive terms on any one of the listed committees. Faculty may not serve on any two of the listed committees simultaneously.

FACULTY SENATE POLICY STATEMENTS:

1. Recommendation from the Library Committee passed by the Faculty Senate November 17, 1987: The Faculty Senate should have input into any reduction of the budget.
2. Recommendation from Academic Planning Committee passed by the Faculty Senate October 19, 1987: The Faculty Senate does not approve of prearranged, administrative decisions regarding academic matters.
3. Recommendation from the Executive Committee passed by the Faculty Senate March 21, 1991: The budgets of the Morrow Library, the Health Sciences Library, and the University shall be sent to the Faculty Senate for informational purposes.
4. Recommendation from the Executive Committee passed by the Faculty Senate September 24, 1992: Any resolution of the Faculty Senate, which is amended by the University President, is automatically considered to have been disapproved, and is brought back to the Faculty Senate for a second vote.
The Graduate Council reports to the University President or the President’s designee on matters relating to graduate education as specified in Article VII, Section 2 of The Constitution of the Marshall University Faculty. On all other matters, the Graduate Council works with the Faculty Senate through the Executive Committee.

May 4, 2005 Amendment to Article VI, Sections 6B and 9B.
# Schedule of Meeting Dates

## Executive Committee

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 13, 2004</td>
<td>Monday</td>
<td>12:00 p.m.</td>
<td>MSC John Spotts Room</td>
</tr>
<tr>
<td>October 11, 2004</td>
<td>Monday</td>
<td>12:00 p.m.</td>
<td>MSC John Spotts Room</td>
</tr>
<tr>
<td>November 8, 2004</td>
<td>Monday</td>
<td>12:00 p.m.</td>
<td>MSC John Spotts Room</td>
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<tr>
<td>November 22, 2004</td>
<td>Monday</td>
<td>12:00 p.m.</td>
<td>MSC John Spotts Room</td>
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<tr>
<td>January 11, 2005</td>
<td>Tuesday</td>
<td>12:00 p.m.</td>
<td>MSC John Spotts Room</td>
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<tr>
<td>February 14, 2005</td>
<td>Monday</td>
<td>12:00 p.m.</td>
<td>MSC John Spotts Room</td>
</tr>
<tr>
<td>March 14, 2005</td>
<td>Monday</td>
<td>12:00 p.m.</td>
<td>MSC John Spotts Room</td>
</tr>
<tr>
<td>April 4, 2005</td>
<td>Monday</td>
<td>12:00 p.m.</td>
<td>MSC John Spotts Room</td>
</tr>
<tr>
<td>April 18, 2005</td>
<td>Monday</td>
<td>12:00 p.m.</td>
<td>MSC John Spotts Room</td>
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## Faculty Senate

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 23, 2004</td>
<td>Thursday</td>
<td>4:00 p.m.</td>
<td>MSC Don Morris Room</td>
</tr>
<tr>
<td>October 28, 2004</td>
<td>Thursday</td>
<td>4:00 p.m.</td>
<td><strong>MSC Alumni Lounge</strong></td>
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<td>November 18, 2004</td>
<td>Thursday</td>
<td>4:00 p.m.</td>
<td>MSC Don Morris Room</td>
</tr>
<tr>
<td>December 2, 2004</td>
<td>Thursday</td>
<td>4:00 p.m.</td>
<td>MSC Don Morris Room</td>
</tr>
<tr>
<td>January 27, 2005</td>
<td>Thursday</td>
<td>4:00 p.m.</td>
<td>MSC Don Morris Room</td>
</tr>
<tr>
<td>February 24, 2005</td>
<td>Thursday</td>
<td>4:00 p.m.</td>
<td>MSC Don Morris Room</td>
</tr>
<tr>
<td>March 31, 2005</td>
<td>Thursday</td>
<td>4:00 p.m.</td>
<td>MSC Don Morris Room</td>
</tr>
<tr>
<td>April 14, 2005</td>
<td>Thursday</td>
<td>4:00 p.m.</td>
<td>MSC Don Morris Room</td>
</tr>
<tr>
<td>May 5, 2005</td>
<td>Thursday</td>
<td>4:00 p.m.</td>
<td>MSC Don Morris Room</td>
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## General Faculty

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<tr>
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<th>Day</th>
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<tbody>
<tr>
<td>October 14, 2004</td>
<td>Thursday</td>
<td>4:00 p.m.</td>
<td>Joan C. Edwards Playhouse</td>
</tr>
<tr>
<td>April 21, 2005</td>
<td>Thursday</td>
<td>2:00 p.m.</td>
<td>Joan C. Edwards Playhouse</td>
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</table>
The Faculty Senate

The Marshall University Faculty Senate has just completed its 17th year of existence, having been established June 1, 1987, as a result of a majority vote of the faculty. The body is composed of proportional representation of the following units—the Elizabeth McDowell Lewis College of Business, the College of Education & Human Services, the College of Fine Arts, the College of Liberal Arts, the College of Science, the University Libraries, the W. Page Pitt School of Journalism and Mass Communications, the Joan C. Edwards School of Medicine, the College of Health Professions, the College of Information Technology and Engineering, two At-Large Senators from the South Charleston campus, the President of the Marshall Community and Technical College, and the faculty representative of the West Virginia Advisory Council of Faculty—with a total of 61 Senators. Senators are elected from each of these units to *two-year terms.

Much of the preliminary work of the Faculty Senate is managed in the Standing Committees and the Graduate Council which report to the Faculty Senate and whose actions (with certain exceptions) are subject to final review, modification, and approval by the full Faculty Senate.

*In spring 2004 the West Virginia Legislature approved Senate Bill 444 which contains Section 18B-6-3 that placed Institutional Faculty Senate in state code. A Constitutional Ad Hoc Committee was established to review the code and to determine what amendments were necessary. Voting for constitutional amendments was held in the fall and spring semesters; two amendments affected the membership of two standing committees and is reflected in The Constitution of the Marshall University Faculty, one amendment extended the term of office by adding a year of service for officers of the Executive Committee and the members of the Faculty Senate, and another amendment stipulated that a “show of hands or a roll call vote” was acceptable when voting in the Faculty Senate.

Roster 2004 – 2005

200X2 indicates the Senator is serving a second term.

**LEWIS COLLEGE OF BUSINESS – LCOB (5)**

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joe Stone</td>
<td>Accountancy &amp; Legal Environment</td>
<td>2006</td>
</tr>
<tr>
<td>(Term replacement for Joe Abramson, 8/2003)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Joseph Samek</td>
<td>Military Science</td>
<td>2006</td>
</tr>
<tr>
<td>(Term replacement for Purnendu Mandal, 7/2004)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Blaker Bolling</td>
<td>Management/Marketing</td>
<td>20082</td>
</tr>
<tr>
<td>Uday Tate</td>
<td>Management/Marketing</td>
<td>2008</td>
</tr>
<tr>
<td>Terry Want</td>
<td>Management/Marketing</td>
<td>2008</td>
</tr>
</tbody>
</table>

**COLLEGE OF EDUCATION & HUMAN SERVICES – COEHS (6)**

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
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</tr>
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<tbody>
<tr>
<td>Janet Dozier</td>
<td>Teacher Education</td>
<td>2006</td>
</tr>
<tr>
<td>(Term replacement for Edwina Pendarvis, 3/2004; Roxane Dufrene, 8/2003)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>James Sottile</td>
<td>School of Education</td>
<td>2006</td>
</tr>
<tr>
<td>(Term replacement for Melisa Reed, 3/2005)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thelma (Sissy) Isaacs</td>
<td>Teacher Education</td>
<td>2008</td>
</tr>
<tr>
<td>James Burton</td>
<td>Special Education</td>
<td>2008</td>
</tr>
</tbody>
</table>
Howard Gordon  
Human Development & Allied Technology  
2008

George Watson  
School of Education  
2008

(Term replacement for Deborah Jackson, 8/2003)

<table>
<thead>
<tr>
<th>COLLEGE OF FINE ARTS – COFA (4)</th>
</tr>
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</table>
| Mike Murphy  
Theatre  
2006 |
| Joan St. Germain  
Theatre  
2006 |
| Larry Stickler **Chair**  
Music  
2008 |
| Stephen Lawson  
Music  
2008 |

<table>
<thead>
<tr>
<th>COLLEGE OF LIBERAL ARTS – COLA (10)</th>
</tr>
</thead>
</table>
| Nick Freidin  
Sociology/Anthropology  
2006² |
| Cheryl Brown **Assistant Chair**  
Political Science  
2006 |
| Jerise Fogel  
Classics  
2006 |
| James Leonard  
Geography  
2006 |
| Marybeth Beller  
Political Science  
2008 |
| John Young  
English  
2008 |
| Pam Mulder  
Psychology  
2008² |
| Jamie Warner  
Political Science  
2008 |
| Rainey Duke  
English  
2008 |
| Kathie (Kat) Williams  
History  
2008 |

<table>
<thead>
<tr>
<th>COLLEGE OF SCIENCE – COS (8)</th>
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</thead>
</table>
| Clayton Brooks  
Mathematics  
2006 |
| Ashok Vaseashta  
Physics  
2006 |
| Karen Mitchell  
Mathematics  
2006 |
| Seth Bush  
Chemistry  
2008 |
| Dan Babb  
Chemistry  
2008 |
| Bonita (Bonnie) Lawrence  
Mathematics  
2008 |
| Brian Morgan  
Integrated Science & Technology  
2008 |
| Ralph Oberste-Vorth  
Mathematics  
2008 |

<table>
<thead>
<tr>
<th>LIBRARY – LIB (2)</th>
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</table>
| Judith Arnold  
Reference  
2006 |
| Floyd Csir  
Reference  
2008 |

(Term replacement for David Gray, 8/2004)

<table>
<thead>
<tr>
<th>SCHOOL OF JOURNALISM &amp; MASS COMMUNICATIONS – SOJMC (2)</th>
</tr>
</thead>
</table>
| Chuck Bailey  
Mass Communications  
2006² |
| Dan Hollis  
Journalism  
2008² |
The Faculty Senate is composed of 61 voting members who serve a two-year term that will expire in 2006 or 2008. Refer to The Constitution of the Marshall University Faculty for a description of the Faculty Senate’s duties. The Faculty Senate met nine times and presented one recommendation.
The Standing Committees

There are 13 Standing Committees of the Faculty Senate (excluding the Executive Committee) with a membership of one Liaison Senator appointed by the Chair of the Faculty Senate whose term is for two years and which may be renewed for one additional consecutive term; and one member elected by the faculty of each academic unit who serves a four year term and may be re-elected for two additional consecutive terms. The membership may also consist of one or more representatives from the Student Government Association, the Graduate Student Council, and the Classified Staff Council. Ex-officio, nonvoting memberships are determined according to each committee’s nature and function as described in The Constitution of the Marshall University Faculty.

A Spring 2005 approved amendment to The Constitution of the Marshall University Faculty that changes the membership of the Curriculum Committee to that of a member from each college’s Curriculum Committee will be abided by beginning in the 2005 – 2006 academic year.

Below is a listing of the Standing Committee rosters and a description of activities for this year. Term expiration designated as 200X² denotes serving a second term.

**Executive Committee**

**CHAIR**  Larry Stickler  Music/COFA

**ASSISTANT CHAIR**  Cheryl Brown  Political Science/COLA

**RECORDING SECRETARY**  Ken Guyer  Biochemistry/SOM

**MEMBERS**

Terry Wiant  Management & Marketing  LCOB

James Burton  Special Education  COEHS

( Term replacement for Missy Reed, 3/2005)

Denise Landry  Nursing  COHP

Ashok Vaseashta  Physics  COS

Chuck Bailey  Mass Communications  SOJMC

Venkat Gudivada  Information Technology  CITE

Judith Arnold  Reference  LIB

**EX OFFICIO, VOTING MEMBERS**

Eldon Larsen  Chair  Graduate Council

Jerry Doyle  President  MCTC  Faculty Council

Ben Miller  Faculty Representative  MU Advisory Council of Faculty

**EX OFFICIO, NONVOTING MEMBERS**

James Sottile, Jr.  Faculty Representative  MU Institutional Board of Governors

The Executive Committee is composed of 13 voting members and one ex-officio, nonvoting member. Due to an approved amendment to The Constitution of the Marshall University Faculty.
each member will serve a three-year term that will expire in 2006 with ex-officio, voting and nonvoting membership changing as necessary. Refer to The Constitution of the Marshall University Faculty for a description of the committee’s duties. The committee met nine times and presented no recommendations to the Faculty Senate though they did present various charges to the Standing Committees.

**Academic Planning Committee**

**CHAIR**
Anthony Szwilski  
Environmental Science & Safety Technology/CITE  
2007

**RECORDING SECRETARY**
Tim Balch  
Public Service/LIB  
2005

**MEMBERS**
Jerise Fogel  
FS Liaison  
2005
Eugene Anthony  
Theatre/COFA  
2005
Robert Morgan  
Chemistry/COS  
2005
Gary McIlvain  
Human Development & Allied Technology/COEHS  
2007
*(Term replacement for David Hermon 9/2003)*
Kathy Williams  
History/COLA  
2007
Mary Beth Reynolds  
Communication Disorders/COHP  
2007
Richard Agesa  
Economics & Finance/LCOB  
2007
*(Term replacement for Suneel Maheshwari 9/2003)*
Ruth Sullivan  
Journalism/SOJMC  
2007
TO BE ELECTED  
/SOM *(Term replacement for Sarah McCarty, 10/2004)*  
2007
Kristina Fueyo  
SGA Representative  
2005

**EX-OFFICIO, NONVOTING MEMBERS**
TO BE ELECTED  
GSC Representative  
2005
Sarah Denman  
Senior Vice President for Academic Affairs  
Interim Dean
Frances Hensley  
Associate Vice President for Academic Affairs  
Dean
Chong Kim  
LCOB  
Dean
Betsy Dulin  
CITE  
Dean
Tony Williams  
COEHS  
Interim Dean
Donald Van Horn  
COFA  
Dean
Christina Murphy  
COLA  
Dean
Joseph Bragin  
COS  
Dean
Leonard Deutsch  
GC  
Dean
Barbara Winters  
LIB  
Dean
Corley Dennison  
SOJMC  
Dean
Charles McKown  
SOM  
Dean
Lynne Welch  
COHP  
Dean
Michael McGuffey  
Director of Institutional Research  

Robert Edmunds  
Coordinator, Assessment & Program Review  

To Be Appointed  
Appointed Community Member  

To Be Appointed  
Appointed Community Member
The Academic Planning Committee held five meetings. There was no committee action taken by request. Action initiated by the committee was to work in conjunction with the Graduate Council to review and revise the content and format of the Program Review Form. The committee sent two recommendations to the Faculty Senate that pertained to academic program reviews and a statement of an intent to plan. Summary of unfinished business was the revision of the process for designating a “Program of Excellence”. Election of officers for the 2005-06 academic year was held.

**Athletic Committee**

**CHAIR**
Bill Palmer  
History/COLA  
2007

**RECORDING SECRETARY**
Marilyn McClure  
Journalism/SOJMC  
2007

**MEMBERS**
Charles Clements  
FS Liaison  
2005
Dan Martin  
Faculty Representative/ESSR  
2005
Kelly Harlow  
Communication Disorders/COHP  
2005  
(Term replacement for Allison Morrison 9/2003)
Roger Adkins  
Finance & Economics/LCOB  
2005
Lisa Moten  
Adult & Technical Education/COEHS  
2007
Steve Barnett  
Music/COFA  
2007  
(Term replacement for Ben Miller, 12/2004)
Alan Horwitz  
Mathematics/COS  
2007
Ron Titus  
Electronic Services/LIB  
2007
Jose Ricard  
Family & Community Health/SOM  
2007
Patricia Logan  
Information Technology/CITE  
2007  
(Term replacement for John Singley, 8/2004)
Sara Schofield  
SGA Representative  
2005
Robert Bookwalter  
Faculty Representative/NCAA  
2006
Erika Nilsson  
Student-Athlete Advisory Committee Representative  
2005

**EX-OFFICIO, NONVOTING MEMBERS**
TO BE ELECTED  
GSC Representative  
2005
Adrian Lawson  
Classified Staff Council Representative  
2005
Tracy Johnson  
Student Affairs  
2005
David Reed  
Assoc. Athletic Dir/Compliance  
2005
Herb Karlet  
Vice President for Finance & Administration  
2005
Bob Marcum  
Athletic Director  
2005
Jeff O’Malley  
Big Green Scholarship Foundation  
2005
Tom Lemke  
Alumni Representative  
2005

The Athletic Committee held seven meetings. Committee action taken by request was to review and make comment on the MU Institutional Board of Governor’s Intercollegiate Athletics Policy. Action initiated by the committee: The formation of a subcommittee to consider the role
of the Athletic Committee and to consider ways to improve communication with the Athletic Department; also, to develop a study which will examine the level of satisfaction among student athletes. There were no recommendations sent to the Faculty Senate. There was no unfinished business of the committee. No election of officers for the 2005-06 academic year was held.

Budget & Academic Policy Committee
CHAIR
Kurt Olmosk Management & Marketing/CITE 2007

RECORDING SECRETARY
Stephen Tipler Reference/LIB 2007

MEMBERS
Ralph Oberste-Vorth FS Liaison 2005
*Andrew Gooding Integrated Science & Technology/COS 2005
Peter Massing Art/COFA 2005
Susan Hager Nursing/COHP 2005
 (Term replacement for Robin Walton, 11/2004)
Don Hall Human Development & Allied Technology/COEHS 2007
Christopher Green History/COLA 2007
 (Term replacement for David Mills, 3/2005)
Marc Seamon Journalism/SOJMC 2007
 (Term replacement for Corley Dennison, 5/2004)
John Walden Family & Community Health/SOM 2007
Neal Lewis Technology Management/CITE 2007
 (Term replacement for Bernie Gillespie, 5/2004)
Dominique Pride SGA Representative 2005

EX-OFFICIO, VOTING MEMBER
Randy Jones Computer Technology/MCTC 2005

EX-OFFICIO, NONVOTING MEMBERS
Carol Hurula Classified Staff Council Representative 2005
Frances Hensley Associate Vice President for Academic Affairs
Herb Karlet Vice President for Finance & Administration

TO BE ELECTED GSC Representative

*Denotes Chair of the Grade Appeals Subcommittee

The Budget & Academic Policy Committee held five meetings. Committee action taken by request related to charges to: Review and make recommendation on Executive Policy Bulletin #13 (online T or E courses); review and make comment on the Undergraduate Attendance Policy; and to review and approve the 2005-06 and 2006-07 Academic Calendars. Action initiated by the committee was to review seven grade appeals and to conduct grade appeal hearings; and to revise in the Undergraduate and Graduate catalogs the sections pertaining to Academic Appeals. There were six recommendations send to the Faculty Senate. There was no unfinished business. Election of officers for the 2005-06 academic year was held.
Curriculum Committee

CHAIR
William Pierson Engineering/CITE 2007

RECORDING SECRETARY
Lynda Turner Nursing/COHP 2007
(Term replacement for Madonna Combs, 8/2004)

MEMBERS
Marybeth Beller FS Liaison 2005
Betty Sias Human Development & Allied Technology/COEHS 2005
Michael Stroeher Music/COFA 2005
Yulia Dementieva Mathematics/COS 2005
(Term replacement for Deborah Denvir, 9/2003)
To Be Elected /SOM (Term replacement for David Leppla, 2/2004) 2005
Jennifer Sias User Education/LIB 2005
(Term replacement for David Gray, 8/2004)
Uday Tate Management & Marketing/LCOB 2007
John Young English/COLA 2007
Dan Hollis Journalism/SOJMC 2007
Kate Walther SGA Representative 2005

EX-OFFICIO, NONVOTING MEMBERS
Sarah Denman Senior Vice President for Academic Affairs
Chong Kim LCOB Interim Dean
Betsy Dulin CITE Dean
Tony Williams COEHS Interim Dean
Donald Van Horn COFA Dean
Christina Murphy COLA Dean
Joseph Bragin COS Dean
Leonard Deutsch GC Dean
Barbara Winters LIB Dean
Corley Denison SOJMC Dean
Charles McKown SOM Dean
Lynne Welch COHP Dean
Judy Scherer MCTC Dean

The Curriculum Committee met seven times. Committee action taken by request was to consider course proposals for a new B.A. degree program in Respiratory Therapy by the College of Health Professions. Action initiated by the committee was to request a change in the membership of the committee as described in The Constitution of the Marshall University Faculty. Unfinished business was to table four course proposals. There were 22 recommendations sent to the Faculty Senate. Election of officers for the 2005-06 academic year was held.
Faculty Development Committee

CHAIR
Bill Crockett Engineering/CITE 2007²

RECORDING SECRETARY
Allyson Goodman Journalism/SOJMC 2007²

MEMBERS
Susan Imes FS Liaison 2005
Loren Wenzel Accountancy & Legal Environment/LCOB 2005
Mike Murphy Theatre/COFA 2005
Hamid Chahryar Computer Science/COS 2005
Jingping Zhang Digital Presentations/LIB 2005
Susan Jackman Microbiology/SOM 2005
Jennifer Mak Exercise Science, Sport & Recreation/COEHS 2007
Sherri Smith English/COLA 2007
Karen McComas Nursing/COHP 2007
Chad Caldwell SGA Representative 2005

EX-OFFICIO, VOTING MEMBER
Wylma Skean Business Technology/MCTC 2007²

EX-OFFICIO, NONVOTING MEMBERS
Leonard Deutsch Dean, Graduate College
Frances Hensley Associate Vice President for Academic Affairs
Elaine Baker Director, Center for Teaching Excellence

The Faculty Development Committee met one time and conducted four on-line meetings. Committee action taken by request related to the charge: To investigate if funding exists to offer tuition waivers to faculty so they may take undergraduate classes for personal development. The Committee was not in favor of this idea. Actions initiated by the committee: To approve 44 applications for INCO grant funds and to finalize the on-line process for individual INCO applications. One recommendation was presented to the Faculty Senate. There was no unfinished business. Election of officers for the 2005-06 academic year was held.

Faculty Personnel Committee

CHAIR
Vernon Reichenbecher Biochemistry/SOM 2007²

RECORDING SECRETARY
Bonita Lawrence FS Liaison 2005

MEMBERS
Violette Eash Counseling/COEHS 2005
Eric Migernier Modern Language/COLA 2005
Nico Orsini Physics/COS 2005
Jacqueline Agesa Economics/LCOB 2007
Joan St. Germain Theatre/COFA 2007
Pam Ford Catalog/LIB 2007
Janet Dooley Journalism/SOJMC 2007^2
Karen Stanley Nursing/COHP 2007^2
Clair Roudebush Safety Technology/CITE 2007

EX-OFFICIO, NONVOTING MEMBERS
Ben Miller MU Advisory Council of Faculty 2005

The Faculty Personnel Committee met five times. Committee action taken by request related to charges to investigate policies pertaining to types of leave – family, sick, catastrophic, and annual – the Committee concluded that no action should be taken to change current policies; the review of faculty salaries and to ascertain the current market value of similar positions and to make a comparison with the current salaries of the university’s peer institutions; the committee also conducted one salary review; reviewed and approved 16 sabbatical leave requests; and reviewed faculty promotion and tenure lists. There was no action initiated by the committee. No recommendations were presented to the Faculty Senate. Unfinished business is to continue to review faculty salaries. Election of officers for the 2005-06 academic year was held.

Legislative Affairs Committee

CHAIR
Mark Zanter Music/COFA 2007

RECORDING SECRETARY
Susan Welch Nursing/COHP 2005

MEMBERS
Rudy Wang FS Liaison 2005
Joseph Wyatt Psychology/COLA 2005^2
Rick Weible Management & Marketing/LCOB 2007
Laura Wyant Adult & Technical Education/COEHS 2007
Matt Carlton Mathematics/COS 2007^2
Majed Khader Government Documents/LIB 2007
Kim Carico-Simpson Journalism/SoJMC 2007
J. Graham Rankin Forensic Science/SOM 2007
John Biros Information Technology/CITE 2007^2

EX-OFFICIO, NONVOTING MEMBERS
Stephanie Neal Classified Staff Council Representative 2005
Adam Litton SGA Representative 2005
TO BE ELECTED GSC Representative 2005
Ben Miller MU Representative/ACF 2005
James Sottile, Jr. Faculty Rep to MUBOG 2005
Bill Burdette President’s Legislative Liaison
To Be Appointed Former Legislator
To Be Appointed Former Legislator

The Legislative Affairs Committee met seven times. There was no committee action taken by request. Actions initiated by the committee was the endorsement of the Advisory Council of Faculty’s legislative agenda; sending letters of appreciation to legislators who sponsored Annual Experience Increment (AEI) legislation; the hosting of an event to meet local candidates; and a campaign to encourage faculty to contact legislators about the AEI legislation. One recommendation was presented to the Faculty Senate. There was no unfinished business. Election of officers for the 2005-06 academic year was held.

Library Committee
CHAIR
Leslie Petteys  Music/COFA  2005\(^2\)

INTERIM CHAIR, SPRING 2005
Michael Castellani  Chemistry/COS  2007\(^2\)

RECORDING SECRETARY
Jenka Lockwood  Transition Institute/MCTC  2007\(^2\)

MEMBERS
Nick Freidin  FS Liaison  2005
Deanne Mader  Management & Marketing/LCOB  2005\(^2\)
Ruth Ann Murphy  School of Education/COEHS  2005
Diana Stotts  Nursing/COHP  2005\(^2\)
Kathleen Bledsoe  Special Collections/LIB  2007\(^2\)
Rebecca Johnson  Journalism/SOJMC  2007\(^2\)
Robert Williams  Health Science Library/SOM  2007\(^2\)
Clair Roudebush  Safety Technology/CITE  2007\(^2\)
Tim Burbery  English/COLA  2007\(^2\)
Marc Fizer  SGA Representative  2005

EX-OFFICIO, VOTING MEMBER
Serving as Recording Secretary

EX-OFFICIO, NONVOTING MEMBERS
TO BE ELECTED GSC Representative  2005
Barbara Winters  Dean, University Libraries
Pamela Ford  Head of Technical Services, Library
Timothy Balch  Public Services Representative, Library
Lisle Brown  Curator, Library
Kay Wildman  Director of Music Library
Edward Dzierzak  Director of Health Science Libraries
The Library Committee met two times. Committee actions taken by request: Reviewed the presentation by the Library Dean that the library will begin receiving 1% of indirect costs from grants to the university and the development of an advisory committee to assist in deciding how to distribute these additional funds; and received the results of the second LibQual study. No action was initiated by the committee. No recommendations were presented to the Faculty Senate. There was no unfinished business. Election of officers for the 2005-06 academic year was held.

Physical Facilities & Planning Committee
CHAIR
Steven Mewaldt Psychology/COLA 2005

RECORDING SECRETARY
Mary Kathryn Gould Dietetics/COHP 2007

MEMBERS
Clayton Brooks FS Liaison 2005
Daesung Ha Management & Marketing/LCOB 2005
Howard Gordon Human Development & Allied Technology/COEHS 2005
Mike Moore Biochemistry/SOM 2005
Lang Reynolds Art/COFA 2007
John Hubbard Chemistry/COS 2007
Wendy Moorhead Collection Access/LIB 2007
Marilyn McClure Journalism/SOJMC 2007
Allan Stern Safety Technology/CITE 2007
Terry Olson Classified Staff Council Representative 2005
Ben Sandy SGA Representative 2005

EX-OFFICIO, VOTING MEMBER
Dave Gesner Emergency Medical Technician/MCTC 2007

EX-OFFICIO, NONVOTING MEMBERS
TO BE ELECTED GSC Representative 2005
Herb Karlet Senior Vice President for Finance & Administration

The Physical Facilities & Planning Committee met three times. Committee action taken by request related to charges to investigate who is responsible and what is the policy for the clearing of snow from the University parking lots – Public Safety is responsible; and to review the Classified Staff Council tobacco policy recommendation – the Committee endorsed the recommendation. Action initiated by the committee: A request to Public Safety for the creation of motorcycle parking spaces; a request to Public Safety for their cooperation in getting two parking spaces on Sixth Avenue removed to make turning onto Sixth Avenue from Elm Street safer; a request that Physical Plant create a paved walking path near Smith Hall; and the identification of 18 classrooms for refurbishing. Two recommendations were presented to the
Faculty Senate. There was no unfinished business. Election of officers for the 2005-06 academic year was held.

Research Committee
CHAIR
Seth Bush  FS Liaison  2005

RECORDING SECRETARY
Gwenyth Hood  English/cola  2005

MEMBERS
Gary Saunders  Finance & Economics/Lcob  2005
   (Term replacement for Mark Burton, 7/2004)
Linda Spatig  School of Education/COEHS  2005
Jean Chappell  Clinical Lab Sciences/COHP  2005
Jack Cirillo  Theatre/COFA  2007
David Mallory  Biological Science/Cos  2007
Paris Webb  Circulation/Lib  2007
Ruth Sullivan  Journalism/SOJMC  2007
Monica Valentovic  Pharmacology/Som  2007
Kathy Miezio  Safety Technology/CITE  2007
Miranda Darrah  SGA Representative  2005

EX-OFFICIO, NONVOTING MEMBERS
TO BE ELECTED  GSC Representative  2005
Edward Dzierzak  Vice President for Health Sciences
Ron Schelling  Executive Director, MURC
Leonard Deutsch  Dean, Graduate College
Sarah Denman  Senior Vice President for Academic Affairs

The Research Committee met four times. Committee actions taken by request: Reviewed submitted applications and dispensed $120,101.55 of Quinlan, Greatest Needs, and Summer Research grant awards to faculty and $4,999 of Research Scholars grand awards to students. Action initiated by the committee was the solicitation of additional funds for the Quinlan grant program. No recommendations were presented to the Faculty Senate. Unfinished business is to continue to seek additional funding for the Quinlan grant program. Election of officers for the 2005-06 academic year was held.

Student Conduct & Welfare Committee
CHAIR
Jonathan Cox  Art/COFA  2005

RECORDING SECRETARY
TO BE ELECTED
<table>
<thead>
<tr>
<th>MEMBERS</th>
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<tbody>
<tr>
<td>Pam Mulder &amp; Keith Beard</td>
<td>FS Liaison</td>
<td>2005</td>
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<td>Joe Stone</td>
<td>Accountancy &amp; Legal Environment/LCOB</td>
<td>2005</td>
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<td>Karl Winton</td>
<td>Communication Studies/COLA</td>
<td>2005</td>
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<td>Ari Aluthge</td>
<td>Mathematics/COS</td>
<td>2005</td>
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<td></td>
<td>(Term replacement for Minghui Chai, 7/2004)</td>
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<td>Kathy Seelinger</td>
<td>School of Education/COEHS</td>
<td>2007</td>
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<td>Floyd Csir</td>
<td>Reference/LIB</td>
<td>2007</td>
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<td>Blake Sypher</td>
<td>Family &amp; Community Health/SOM</td>
<td>2007</td>
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<td>Lisa Thomas</td>
<td>Communication Disorders/COHP</td>
<td>2007</td>
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<td>Scott Simonton</td>
<td>Environmental Science/CITE</td>
<td>2007</td>
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<td>Marshall James</td>
<td>SGA Representative</td>
<td>2005</td>
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<td>Lorin Wilcher</td>
<td>SGA Representative</td>
<td>2005</td>
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<td>Will Hallman</td>
<td>SGA Representative</td>
<td>2005</td>
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<tr>
<td>Megan Tucker</td>
<td>SGA Representative</td>
<td>2005</td>
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<td>Jeanette Kripas</td>
<td>SGA Representative</td>
<td>2005</td>
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<td>Gara Williams</td>
<td>SGA Representative</td>
<td>2005</td>
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<tr>
<th>EX-OFFICIO, VOTING MEMBER</th>
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<tr>
<td>Tim Meisel</td>
<td>Legal Assistant/MCTC</td>
<td>2007</td>
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<th>EX-OFFICIO, NONVOTING MEMBERS</th>
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<tr>
<td>Kim Fry</td>
<td>Classified Staff Council Representative</td>
<td>2005</td>
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<td>To Be Elected</td>
<td>GSC Representative</td>
<td>2005</td>
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<td>To Be Elected</td>
<td>GSC Representative</td>
<td>2005</td>
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<tr>
<td>Steve Hensley</td>
<td>Dean, Student Affairs</td>
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</tbody>
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No report submitted.

**University Functions Committee**

**CHAIR**

Kelli Williams Dietetics/COHP 2007

**RECORDING SECRETARY**

Solen Dikener Music/COFA 2005

**MEMBERS**

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<tr>
<td>Joan St. Germain</td>
<td>FS Liaison</td>
<td>2005</td>
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<tr>
<td>Dale Shao</td>
<td>Management &amp; Marketing/LCOB</td>
<td>2005</td>
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<tr>
<td>Jennifer Sias</td>
<td>User Education/LIB</td>
<td>2005</td>
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<td>(Term replacement for Peter Washkevich 4/2003)</td>
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<tr>
<td>Carl Johnson</td>
<td>Teacher Education/COEHS</td>
<td>2007</td>
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<td>David Woodward</td>
<td>History/COLA</td>
<td>2007</td>
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<tr>
<td>Frank Gilliam</td>
<td>Biological Science/COS</td>
<td>2007</td>
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<tr>
<td>Sean Stewart</td>
<td>Journalism/SOJMC</td>
<td>2007</td>
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<td></td>
<td>(Term replacement for George Arnold, 7/2004)</td>
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</table>
The University Functions Committee met two times. Committee action taken by request related to a charge to revise the policy on Emeritus Faculty. Actions initiated by the committee: To solicit additional funds for the Flower Fund; and to make recommendation on submitted nominees for commencement speaker and honorary degree recipients. Two recommendations were presented to the Faculty Senate. There was no unfinished business. Election of officers for the 2005-06 academic year was held.

Ad Hoc Committees

**Academic Appeals**

**CHARGE:** To assist the Budget & Academic Policy Committee with the revision of the Academic Appeals sections in the Undergraduate and Graduate catalogs.

**ROSTER:**

**CHAIR:**
Cheryl Brown  Political Science/COLA

**MEMBERS:**
Frances Hensley  Associate Vice President for Academic Affairs
James Sottile  School of Education
Eldon Larsen  Graduate Council
Kurt Olmosk  Chair, Budget & Academic Policy Committee
Stephen Tipler  Secretary, Budget & Academic Policy Committee
Andrew Gooding  Chair, Academic Appeals Subcommittee

**EX-OFFICIO MEMBER**
Larry Stickler  Chair, Faculty Senate

**FINAL REPORT:** Presented through the Budget & Academic Policy Committee two recommendations – SR-04-05-(10) 67R and SR-04-05-(11) 68R to the Faculty Senate.
Constitutional

There were two Constitutional Ad Hoc Committees formed this academic year; one in Fall of 2004 and the other in the Spring of 2005.

**CHARGES:** The Fall 2004 Committee reviewed Senate Bill 448 and made a recommendation to revise *The Constitution of the Marshall University Faculty* to ensure that it reflected language of the legislation; the Committee also recommended a revision to Article IV, Section 3 of *The Constitution of the Marshall University Faculty* to permit “a show of hands or a roll call vote” within the Faculty Senate. The Spring 2005 Committee reviewed Article III, Section 2 of *The Constitution of the Marshall University Faculty* as to the eligibility of Assistant and Associate Deans voting on faculty issues within their college; and reviewed proposals from two standing committees and recommended revisions to Article VI, Sections 6B and 9B of *The Constitution of the Marshall University Faculty*.

**FALL 2004 ROSTER:**

**CHAIR**
Larry Stickler  
Chair, Faculty Senate

**MEMBERS**
Melisa Reed  
Teacher Education/COEHS
Karen Mitchell  
Mathematics/COS
Joseph Stone  
Accountancy & Legal Environment/LCOB
Jerry Doyle  
Business Technology/MCTC
Dallas Brozik  
Parliamentarian
Eldon Larsen  
Graduate Council

**EX-OFFICIO, NONVOTING MEMBERS**
James Sottile  
MU Institutional Board of Governors
Bernice Bullock  
Administrative Secretary Senior, Faculty Senate

**SPRING 2005 ROSTER:**

**CHAIR**
Cheryl Brown  
Assistant Chair, Faculty Senate

**MEMBERS**
Dallas Brozik  
Parliamentarian
Frances Hensley  
Academic Affairs
Sam Dameron  
Associate Dean’s Council
Denise Landry  
COHP
Terry Wiart  
LCOB
Joan St. Germain  
COFA
Chuck Bailey  
SOJMC
Janet Dozier  
COEHS
Marybeth Beller  
COLA
Dan Babb  
COS
Judith Arnold  
LIB
Charles Clements  
SOM
Venkat Gudivada CITE
Stephen O'Keefe Graduate Council
Jerry Doyle MCTC

EX-OFFICIO, NONVOTING MEMBER
Bernice Bullock Administrative Secretary Senior, Faculty Senate

FINAL REPORT: Presented three recommendations – SR-04-05-(01) 58, SR-04-05-(02) 59, and SR-04-05-(30) 87 – to the Faculty Senate who approved them for preparation as electronic ballots; which were then approved by the faculty.

Faculty Evaluation & Compensation

CHARGE: In accordance with a mandate of SB703 the Higher Education Policy Commission directed each institution of higher education to develop by January 2005 salary guidelines for faculty based on a mix of merit and catch-up funding until salary goals as established in the campus compact have been achieved.

ROSTER:
CHAIR
Janet Dooley Journalism/SOJMC

RECORDING SECRETARY
Shirley Lumpkin English/COLA

MEMBERS
Larry Stickler Chair, Faculty Senate
Lisle Brown Faculty Personnel Committee
Jerry Jones Leadership Studies/MUGC
Venkat Gudivada Information Technology/CITE
Kay Wildman Library
Michael Castellani Chemistry/COS
Sandra Marra Nursing/COHP
Corley Dennison Graduate Council
Lawrence Shao Finance & Economics/LCOB
Don Van Horn Dean/COFA
Caroline Perkins Chair’s Council/COLA
Barbara Loebach Teacher Education/COEHS

EX-OFFICIO MEMBERS
Sarah Denman (Co-Chair) Senior Vice President for Academic Affairs
Elaine Baker Psychology
Stephen Fish Anatomy/SOM
Michael McGuffey Institutional Research
Mildred Battle Marshall Community & Technical College
James Sottile, Jr. MU Institutional Board of Governors
NOTE: The Committee was also composed of members of five subcommittees (Student Rating Instrument, Teaching, Scholarship/Creative, Service, and Evaluation) whose rosters are on file in the Faculty Senate office.

FINAL REPORT: The Committee presented recommendations to the Faculty Senate that fulfill its charge concerning salary guidelines pertaining to merit.

Minutes & Recommendations of the Faculty Senate

Minutes and Recommendations of the Faculty Senate are available for review in the Faculty Senate office or online from the archive links at www.marshall.edu/senate.