

QUORUM = 29

Marshall University Faculty Senate
Meeting Agenda
Thursday, September 4, 2025, 4:00 – 5:30pm
MSC BE5/Microsoft Teams

1. Approval of Proposed Agenda
2. Approval of Minutes from April 24, 2025
3. Chair Announcements – Chair
4. Parliamentary Procedures Primer – Chair/Parliamentarian
5. Recommendations/Resolutions - None
6. Regular Reports
 - a) President – Brad Smith (15 minutes)
 - b) Provost – Robert Bookwalter (15 minutes)
 - c) Board of Governors – Robin Riner (5 minutes)
 - d) Advisory Council of Faculty – Amine Oudghiri-Otmani (5 minutes)
 - e) Graduate Council – Richard Eggleton (5 minutes)
 - f) Student Government Association – Connor Waller (5 minutes)
7. Other Requests to Speak
8. Adjournment

**Marshall University Faculty Senate
Meeting Minutes
Thursday, April 24, 2025, 4:00 PM
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MEMBERS PRESENT: Nathaniel Ramsey, Sarah McDermott, Leah Turley, Heather Stark, Sandy York, Jamey Halleck, Kevin Levine, Uyi Lawani, Margie Phillips, Amanda Thompson-Abbott, Jerry Dooley, Conrae Lucas-Adkins, Tim Melvin, Feon Smith, Tanvir Chowdhury, Ross Salary, Simon Shim, Jodi Cottrell, Zach Garrett, Shikeal Harris, Susanne Konz, Lisa Muto, Marybeth Beller, Shoshannah Diehl, Marianna Linz, Clinton Brown, Puspa Damai, Megan Marshall, Boniface Noyongoyo, Daniel O'Malley, Shawn Schulenberg, Jana Tigchelaar, Anthony Viola, Raid Al-Aqtash, Kelly Beatty, Rick Gage, Philippe Georgel, Sean McBride, Kyle Palmquist, Devon Wright, Stephen Young, Jessica Buerk, Eva Patton-Tackett, Nitin Puri, Ruhul Amin, Mindy Varney, Tom Hisiro, Kelli Johnson, Larry Sheret

MEMBERS ABSENT: Ed Bingham (sabbatical substitute for Henning Vauth), Mike Huesmann, Ammar Alzarrad, Angela Graham, Alysha Nichols, Nitin Puri, Ji Bihl, Jinju Wang, Usha Murughiyan, Tiffany Davis, Michael Hambuchen, Mary Platz, Jen Sparks,

EX-OFFICIO, VOTING/NON-VOTING MEMBERS PRESENT: Amine Oudghiri-Otmani, Richard Egleton

EX-OFFICIO, VOTING/NON-VOTING MEMBERS ABSENT: Brea Belville

PARLIAMENTARIAN: Zeli Rivas

SENATE STAFF: Hailey Bibbee

GUESTS: In person – Brad Smith, Toney Stroud, Brian Morgan, Karen McComas, Robin Riner, Carl Mummert, Avi Mukherjee, Mary Beth Reynolds, Eric Himes, Billy Gardner, Connor Waller, Doohee Lee, Shayna Morrison, Allison Carey, Jerry Ross, Kateryna Schray, Anna Mummert, Maria Grindhart, Vicki Stroeder, Bruce Felder, R.B. Bookwalter, Marcie Simms, Jim Denvir, Brandi Jacobs-Jones, Sarah Payne Scarbro

Virtual: Paula Rymer, Sonja Cantrell-Johnson, Chatrawee Duangjan, Eric Blough, John Maher, Cicero Fain, Teresa Eagle, Caitlin Trombley, Micheal Prewitt, Mark Zanter, Monica Broosk,

The meeting was convened at 4:00 pm by Chair Shawn Schulenberg. Chair Schulenberg reviewed meeting procedures and expectations.

1. Approval of Proposed Agenda - approved
2. Approval of Minutes of March 27, 2025 – approved

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3. Announcements – Chair

1. The President has signed the following documents:
 - a. February 10 Executive Committee Meeting Minutes
 - b. February 20 Faculty Senate Meeting Minutes
 - c. All Senate Recommendations/Resolutions, except those out that are pending out for shared governance review.
2. Two weeks ago, we hosted the Spring General Faculty Meeting. Earlier that same week, I also delivered my annual address to the Board of Governors.
3. The WV Legislature completed its 60-day session on April 12 at 12:00 midnight. They passed SB 474, which limits DEI initiatives on campus, and HB 3279, which removes voting power from the faculty, student, and staff representatives on the Board of Governors.
4. I would like to congratulate Conner Waller, who was just elected as the new SGA President. He will be replacing Brea Belville, who unfortunately is under the weather and cannot be there tonight. Thank you, Brea, for your service!
5. The Faculty Senate office is currently running three elections.
 - a. The nominations for faculty representatives to the Advisory Council of Faculty and Board of Governors closed last Friday and we have three candidates for ACF and two for BOG. These are two-year terms elected every odd year. We will distribute this ballot together next week with the vote to amend the Faculty Constitution (assuming we make that recommendation today).
 - b. Our South Charleston representative on the Faculty Senate, Tom Hisiro, is retiring this academic year so the Senate Office will hold an election for his replacement. We received one self-nomination and will conduct that election next week.
6. The Presidential AI Task Force has been very busy. Please check out our new one-stop-shop website www.marshall.edu/ai. Next Monday and Tuesday, we are hosting “AI Days” on campus with several representatives from Adobe, Coursera, Anthology, and more on campus engaging with our community in demonstrations and discussions about their AI products and offerings. I know it’s a busy week, please try to attend our main showcase Tuesday, April 29, 3:00-4:00 PM in the Don Morris Room. A special thanks to IT and the Design Center for setting this up.
7. This is our last meeting of the academic year. The Faculty Senate Office just emailed all faculty our meeting calendar for the 2025-26 Academic Year, including Faculty Senate, Faculty Senate Executive Committee, and the General Faculty meetings. Please put these on your calendar now. They are also available on the Faculty Senate website.

Executive Committee

Meetings are held in MSC 2w16-B from noon-1pm

- August 25, 2025
- September 15, 2025

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- October 13, 2025
- November 10, 2025
- January 12, 2026
- February 9, 2026
- March 9, 2026
- April 13, 2026

Faculty Senate

Meetings are held in the Don Morris Room of the MSC (unless otherwise stated) from 4-5:30pm

- September 4, 2025 (**will be held in MSC BE5**)
- September 25, 2025
- October 23, 2025
- November 20, 2025
- January 22, 2026
- February 19, 2026
- March 26, 2026
- April 23, 2026

Fall General Faculty Meeting

- October 15, 2025 – 4pm in the JCE Playhouse

Spring General Faculty Meeting

- April 9, 2026 – 4pm in the JCE Playhouse

- a. Our first Executive Committee meeting for the next Academic Year is scheduled for August 25 for items to be taken up at the September 4 Faculty Senate meeting. All recommendations and resolutions for those meetings are due at senate@marshall.edu by August 15.

4. Recommendations/Resolutions

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a. SR 24-25-30 BAPC Resolves **Best Practices for Class Session Modification and Cancellation** - approved

b. SR 24-25-31 CC Recommends approval of the listed **UNDERGRADUATE PROGRAM Addition, Deletion, Change** in the following college and/or schools/programs: Nutrition; BS, Sonography Degree [+ Program]; General Sonography; Adult Echocardiography; Child Welfare; Advanced Critical Thinking; Women Gender Sexuality Studies; Cryptography; Archaeological Geology. University College RBA: Regent's Bachelor of Arts Degree [+ Program]; History; Humanities; Anthropology; Communication Studies; Creative Writing Option; Criminal Justice; Cyber Forensics; Game Development; Geography; GIScience Geography; Human Geography; Information Assurance; Instruct Tech and Librarian; Literature in English; Military Science; Physical Geography; Political Science; Preschool Development; Psychology; Religion Studies; Sociology; Studio Art; Web Application Development; Women Gender Sexuality Studies. PreGeology Non-degree; Pre-Natural Res Rec Mgt Non-degree; Worksite Wellness; Business; Organizational Studies; Train and Dev for Organization; Computer Forensics; BA, Art; BA, Theatre; BA, Journalism; Broadcast; Multimedia Journalism; Sports Journalism; BA, Advertise/Public Relations; BA, Media Production; Radio/TV Production & Mgt; BFA, Theatre; Perform BFA, Theatre Emphasis; Production; BFA, Visual Art; Theatre; Theatre: Dance; BFA, Filmmaking; Television & Video Production; HR/Org Behavior; Human Resource Mgt Minor; BA, Elementary Education; Early Education/PK-K; BSME, Bach of Sci Mech Engineer; BSCE, Civil Engineering; Occupational Safety & Health; BS, Medical Imaging; Cardiovas Inter Adv Practice; CT MRI Adv Practice; MI Mgt Adv Practice Track; Mammography; Adv Diagnostic Radiography; ASN, Nursing; BA, Anthropology; Archaeological Anthropology AoE; BS, Biological Science; Cell, Molecular and Medical; Ecology and Evolutionary Bio; BS, Cyber Forensics and Secur; Medical Physics; Forensic Biology Emph, BSC Major; BS in Pharm Sciences Degree Program. – approved as amended

c. SR 24-25-32 CC Recommends approval of the listed **UNDERGRADUATE COURSE Addition, Deletion, Change** in the following college and/or schools/programs: JMC 242, 342, 230, 417, 101, 231, 241, 272, 273, 302, 330, 372, 373, 380, 404, 408, 414, 415, 420, 424, 437, 438, 439, 451, 452, 475, 480, 481, 490, 491; CE 451; ME 315, 305, 312, 325, 425, 452; MI 443; SONO 210, 212, 213, 214, 216, 217, 220, 310, 315, 318, 320, 410, 416, 417, 418, 420, 421, 422, 423, 424, 425, 433, 436, 438; SWK 274; ANT 336, 331, 468; CL 375; GEO 256, 426, 429, 440; GRK 402, 350; HST 466, 470, 475; LAT 201, 202, 203, 204; PHL 204, 380; BSC 121H, 432, 444, 444L; GLY 450, 426; MTH 456, 455; NRE 404, 440, 445, 446L, 447L, 450; PHY 102, 102L; STA 150H; MUS 109, 111, 112, 113, 114, 177A, 178A, 179A-D; THE 151, 152, 245, 250; WELL 305; RST 380; WS 101, 480, 481, 482; SST 301.

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d. **SR 24-25-33 EC Recommends Revision to UPAA-2 (Class Attendance)** - approved

e. **SR 24-25-34 AHC Recommends Standardizing Catalog Processes** - approved

f. **SR 24-25-35 EC Recommends Amending the Faculty Constitution** - approved

5. Regular Reports

i. President – Brad Smith (15 minutes)

- Thank you, Mr. Chairman.
- Good afternoon, my friends and congratulations on the imminent completion of another successful academic year!
- It's been an extraordinary year ...
 - One filled with challenge and accomplishment ...
 - But here we are ... still standing ...
 - United by a common purpose ...
 - Side by side, bonded by our commitment to shared governance
 - And continuing to build momentum, despite the headwinds and countervailing forces that surround us.
- Given that I recently covered a comprehensive state of the university update, highlighting the major challenges and accomplishments we've navigated & delivered at the Spring General Faculty Meeting ...
 - I'll forgo a detailed recap of the year today, and simply direct those who weren't able to attend the Spring General Faculty Meeting to watch the livestream.
- Instead, I'm going to keep my comments brief and focus on two topics before opening it up to any questions you may have ...
 - The first topic is an update on where our state appropriations landed at the end of the legislative session.
 - And the second is a celebration of a dear colleague and friend.
- Starting with our state appropriations ...
 - If you recall, the Governor began the session in his inaugural state of the state address, highlighting the \$400M fiscal deficit he projects in the coming years, and the need to curtail spending.

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- As a result, he put forth a budget that eliminated several line items at Marshall that reduced our state appropriations by roughly \$800,000.
- We engaged daily on these items, advocating that education is an investment, not an expense ... and one that produces outsized returns for the students and their families, the state and the nation overall ...
 - We were able to back this up with data, showing that for every \$1.00 the state invests in Marshall, the state receives an 18X return in economic impact.
- This led the House to restore the line items in their version of the budget ... but was modified in a few areas by the Senate
 - We once again engaged, helping to explain the areas in question, and not only succeeded in restoring those line items ...
 - But the Senate then asked Marshall to become the stewards for the National Youth Science Camp in Tucker County ...
 - A program founded in 1963 that hosts the top two STEM students from all 50 states and 16 countries in South America ...
 - An iconic program that inspires learning and creativity year while showcasing what our state has to offer to these top students.
 - This request came with an additional \$1M to be used specifically for this purpose, which we humbly accepted.
- The net result, after a lot of back and forth, is a state appropriation that went from a reduction to a restored budget, with an increased vote of confidence in Marshall's ability to manage our fiscal house ...
 - And being asked to steward one of our state's most storied education programs moving forward.
- While this doesn't negate the need to reduce our FY'26 expenses by 4% as we continue to navigate the impacts of no federal earmarks or plus-ups as the nation operates with a continuing resolution versus an approved budget ...
 - Daily DOGE reductions ...
 - A delay in reviewing many research applications ...
 - Expanding caps on research funding for indirect cost recovery
 - And other secular headwinds ...
- It does illustrate that by staying focused on our mission, guided by our strategic roadmap – Marshall For All, Marshall Forever – and by working together ...

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- We continue to make the case for the importance of higher education while strengthening our position to weather the storms that may arise in the months and years to come.
- I want to thank our Government Relations team, and each of you, for all that you invested in achieving these outcomes together.
- Which takes me to my second topic, a celebration of a dear colleague and friend.
 - It is with mixed emotions that this will be the final faculty senate meeting for Avi, our esteemed Provost and Senior Vice President for Academic Affairs, who will be stepping down to become the next Provost and Executive Vice President at Georgia Southern University, effective July 1, 2025.
 - Avi joined Marshall in 2017 as Dean of the Lewis College of Business, where he led a bold reimagining of the college.
 - In 2021, he stepped into the role of Interim Provost and was named to the position permanently in 2022.
 - As Provost, Avi championed strategic enrollment management, student success, leadership development, research, fundraising, accreditation, entrepreneurship, experiential learning and global partnerships.
 - His leadership and vision have left a lasting legacy of innovation and excellence at Marshall.
 - Avi is not only a trusted thought partner, but also a dear friend.
 - While we are sad to see him go, we are deeply grateful for his years of dedicated service and transformative contributions.
 - As I shared in my campus-wide e-mail last week, we are moving quickly to ensure a seamless transition.
 - Dean Bookwalter has agreed to serve as the Interim Provost, effective July 1st.
 - I want to publicly thank Bookie for postponing his retirement and agreeing to serve in this capacity.
 - We delivered the charge this past Tuesday to the shared governance search and screen committee, with representatives from each college and our respective shared governance constituents.
 - We've partnered with Academic Search, the same firm that led our Presidential Search, our most recent Provost Search, as well as the search

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process for many senior administrative positions.

- Finalist interviews are scheduled for the week of September 22 on campus.
- It is our intention to have Marshall's new provost on board by the start of the Spring 2026 semester.
 - A full schedule of the search process, as well as a complete list of search committee members is available at marshall.edu/provost-search/.
- Please join me in wishing Avi continued success in his new role at Georgia Southern University.
- And I wish to extend my congratulations and heartfelt gratitude to each of you ...
- For all you've contributed to navigating the challenges and achieving the accomplishments you've achieved in this academic year ...
- And with that, I'll conclude my remarks and open it up to any questions you may have ...

Harvard Case Study

- **Why Marshall's Approach to DEI Had to Differ from Harvard's**
 - It's natural for university communities to look at how institutions like Harvard respond to DEI-related pressures and wish to emulate their strong public stance.
 - At Marshall, we share many of the same values: a commitment to inclusion, academic freedom, and the pursuit of knowledge in all its complexity.
 - But as a public university, our institutional latitude is inherently different.
- **First, we are bound by state law**
 - Marshall University is governed by the laws and policies enacted by the State of West Virginia.
 - Unlike private universities such as Harvard, which operate independently of state legislatures, Marshall is subject to state statutes—including those regulating the use of public property, funds and institutional practices.
 - Once Senate Bill 474 was passed and signed into law, Marshall had a legal obligation to comply.
 - Noncompliance would jeopardize state funding, create legal liabilities, and erode public trust.
- **As a result, we were challenged to find ways to navigate compliance, while preserving values**
 - Our approach has not been one of quiet acceptance.
 - We worked diligently behind the scenes, guided by a shared governance team ... to negotiate carve-outs that preserved core academic freedoms—protecting instruction, research, and student expression.
 - These strategic exceptions reflect our values and are a testament to the constructive influence higher education can still have in policymaking, even under constraints.
- **The difference comes down to public accountability vs. private autonomy.**

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- Harvard, as a private institution, operates with greater autonomy and financial independence.
 - It can absorb the political and financial consequences of defying federal or state directives.
- Marshall, as a steward of public resources and a servant of the state's citizens, must exercise its influence more diplomatically.
 - Our duty is to uphold our mission while remaining accountable to a diverse array of stakeholders—students, parents, legislators, and taxpayers.
- **Our ultimate goal was the long game, prioritizing Mission over Moment**
 - While Harvard can afford to confront power head-on, Marshall must often work through consensus, dialogue, and adaptation.
 - Our approach is not a sign of weakness—but of strategy.
 - We are committed to equity and inclusion, and we are advancing that commitment in ways that are durable, lawful, and responsive to our context.

ii. Provost – Avinandan Mukherjee (15 minutes)

- The Moon Tree is doing well
- MU has experienced 2 years of enrollment growth
- Intent to enroll is up 17%
- Marshall Bound event was successful; 1721 prospective students attended Green and White Day; next G&W 9/13, 10/17-18, 11/7-8
- Student Success honors on 5/6 in JMR
- Dean searches – SBUS completed, COEPD and COLA are ongoing
- Student research Symposium was very successful
- Thank you to faculty from the Provost

iii. Board of Governors – Robin Riner (5 minutes)

- BOG. Met April 9
- updates to GA-3 on discrimination and sexual harassment were approved, creating more clarity of roles and definitions
- approved degree additions and academic program review recommendations
- approved the university budget
- approved a 2.5% increase in tuition and fees for residents and an average ~2.6% increase in Housing rates and a 4% increase in Dining rates
- approved the Athletics budget
- Next BOG meeting will be June 11

iv. Advisory Council of Faculty – Amine Oudghiri-Otmani (5 minutes)

no report

v. Graduate Council – Richard Egleton (5 minutes)

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Final meeting on 4/25/25

Approved 15 planning items during March meeting which included a complete overhaul of the admissions language in the graduate catalog

Curriculum Committee approved 27 curricular items

Finishing the year with 18 planning items including new language for the graduate catalog related to academic requirements and regulations as well as 46 curricular items.

vi. Student Government Association – Brea Belville (5 minutes)

SGA President Elect Connor Waller introduced himself to the body.

b. Standing Committee Liaison Reports

i. Legislative Affairs Committee – Marybeth Beller (4 minutes)

The Legislative Affairs Committee met April 1st.

We discussed bills that were still under consideration. The legislative session ended April 12th. The bills affecting higher education that completed legislation include two rules bills, **2773** and **3192**, and the following:

280, requiring institutions of higher education to display a durable poster in “the main building” which contains a picture of the American flag with the motto “in God We Trust.” The poster must be at least 8.5” by 11” and is subject to being provided by a donor.

474, which prohibits institutions from hiring staff for the purpose of DEIA related activity of having offices dedicated to such or to consider DEIA as conditions of employment.

Exempt from this bill are: course instruction; Title IX work; single-sex spaces or athletic programs; research or creative works by students faculty, or other research personnel; activities of registered student organizations; arrangements for guest speakers or other short-term engagements; policies designed to meet accreditation standards; mental or physical health services; policies designed to prevent sexual harassment; donor-designated scholarships; and sex-based education opportunities such as STEM for women.

825 which allows higher education institutions to contract with private organizations for the purpose of economic development and job creation and also for programs and services related to intercollegiate activities.

3024, the guaranteed course transfer bill, which forms an advisory committee composed of one member from each institution of higher education to secure a smooth process for the transfer of credit. The Chancellor of HEPC will appoint the chair of this committee. The goal of the committee is to make certain that any graduate of an accredited Associate Degree program who has completed 60 hours, including any AP or dual credit courses, shall be enrolled in a four-year institution with full credit for general education courses.

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The Legislative Affairs Committee elected Marybeth Beller to serve as chair for the 2025-26 academic year. A secretary for the committee will be elected at its first meeting next September.

ii. University Curriculum Committee – Tim Melvin (4 minutes)

Last meeting was 3/14 where all agenda items were approved.

iii. Faculty Personnel Committee – Chair/Liaison (4 minutes)

No report

iv. Research Committee – Philippe Georgel (4 minutes)

The Research Committee met on March 14, 2025, March 28, 2025, and April 17, 2025.

On **March 14, 2025**, and **March 28, 2025**

1. **Policy UPAA-17**: The committee discussed the introduction of policy UPAA-17 presented by Dr. Carl Mummert.

The Purpose and scope of the policy are described below:

- a) **Purpose**. The purpose of this policy is to establish guidelines for Marshall University faculty who receive compensation from grants, contracts, and other externally sponsored projects.
- b) **Scope**. This policy applies to all faculty members in Marshall University academic units who are engaged in research, contracts, projects, or other activities conducted under the auspices of external funding sources. It includes those with full-year appointments or with academic year appointments, and those participating in summer research activities.

An extensive discussion followed leading to the suggestion for several modifications (details below)

Amendments introduced by FSRC:

1. Strike out section 4.4 to allow for current standing salary caps of 200% in the school of medicine and similar situations.
2. Potential amendment to section 4.2.2
3. Section 5 modifications requested -

The committee members have brought the information and concerns to faculty in individual colleges/schools, gather and agree on needed amendments on policy UPAA-17.

The main concerns and points of discussion are summarized below:

The policy aims to ensure regulatory compliance with funder rules and encourage faculty to use grant funds for salary or summer salary, fostering further research opportunities. Historically, buying out teaching loads was less common. UPAA-17 covers various types of grants, including NSF, promoting faculty to secure multiple

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awards, which previously lacked guidelines or incentives. The policy introduces a research incentive account for salary through teaching load buyouts, benefiting both faculty and the institution. Unlike UPAA-20, which grants Deans comprehensive fund allocation, UPAA-17 provides accountability for fund overloads up to 20%, suggesting governance by research-savvy individuals. Release time not bought out is considered an "in-kind" match for research funding.

2. **Quinlan Awards** were discussed to investigate the potential for an increase financial support (reference of article and original corpus in 1986). The process of finding this additional support is still ongoing. The Marshall Foundation has been providing information related to the current budget. The committee is working on potentially allowing changes in funding allocations to increase the dollar value of the Quinlan awards. Discussion was continued on April 17, 2025

During the **April 17, 2025**, the applications for the Summer Research Awards, Quinlan, Research Committee Funding, and Research Scholar Awards. have been reviewed by the committee members. As we did not have a quorum, the vote was delayed and is currently proceeding electronically.

Outline:

April 2025 funding applications

- Quinlan R2- requested \$11,633 (24 applications), available \$7,061.57
Insufficient funds Discussion and vote ongoing to allow support to all eligible applicants (requesting authorization to use the balance of the Summer Research awards (\$24,880))
- Research Committee Funding R2- requested \$250.00, (1 application) available \$1,500.00 **Sufficient funds**
- Research Scholars R2 – requested \$750.00, available \$1,507 **Sufficient funds**
- Summer Research Awards- requested \$44,000.00 (22 applications), available \$68,880.00 **Sufficient funds**

All eligible applicants for the Quinlan award have been approved by the Faculty Research Committee (by electronic vote closing on 4-24-25).

The committee also discuss returning the award cycles to the pre-Covid three-cycle model:

Cycle 1: April 2 – October 1 (Fall) Covers travel from October 2 – February 1
Application due date: October 1
Committee meeting date: October 18

Cycle 2: October 2 – February 1 (Spring) Covers travel from February 2 – April 1
Application due date: February 1
Committee meeting date: February 7

Cycle 3: February 2 – April 1 (Summer) Covers travel from April 2 – October 1

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v. Student Conduct & Welfare Committee – Tony Viola (4 minutes)

1. APPROVAL OF MINUTES:

The minutes of the February 10, 2025 meeting were approved.

2. OLD BUSINESS:

A. Michael Borsuk shared SGA updates on: 1) Advocate – reports will soon be amendable, with changes set for next semester; 2) the development of an excused absence and extension policy factoring in weather; and 3) expanded Narcan training on campus.

3. NEW BUSINESS:

A. The committee reviewed the letter from Psychology regarding safety issues on campus but did not draft a recommendation since this has already been discussed in Faculty Senate and is being addressed by the Campus and Community Safety Workgroup. Molly Mersmann suggested that pedestrian crossings automatically switch to a walk signal, rather than requiring the push of a button, as seen on other campuses. Michael Borsuk noted that at the 20th Street crossing by the Rec Center, if a pedestrian fails to push the button and an accident occurs, the pedestrian would be held liable. He volunteered to follow up with Lisa Martin and the safety committee regarding this concern.

B. The committee agreed to postpone the election of new officers until the beginning of Fall 2025.

vi. Faculty Technology Committee – Nitin Puri (4 minutes)

Met twice

Digital communication/account management going for review by shared governance; this has to do with appropriate use of email

IT is synching Banner with Microsoft 365

Non-MU approved AI will not be allowed during meeting due to increased security risks

Sympa is moving behind VPN

6. Other Requests to Speak

Mary Beth Beller – Lilly's Place has lost funding and is in need

Judy Fan – spoke about perceived inequities in course load assignments

Robin Riner – HB 2379 passed despite a good, coordinated effort against it

Mariana Linz – please let her know if student groups need help accessing finds

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The meeting was adjourned at 5:02 p.m.

Respectfully Submitted:

Kelli Johnson

Kelli Johnson, Recording Secretary, Faculty Senate

MINUTES APPROVED BY FACULTY SENATE:

Dr. Shawn Schulenberg, Chair
Faculty Senate

Date Signed

MINUTES READ:

Brad Smith, President
Marshall University

Date Signed

PARLIAMENTARY PROCEDURE

...at a glance



TO DO THIS:	YOU SAY THIS:	MAY YOU INTERRUPT THE SPEAKER?	DO YOU NEED A SECOND?	IS IT DEBATABLE?	CAN IT BE AMENDED?	WHAT VOTE IS NEEDED?	CAN IT BE RECONSIDERED?
ADJOURN MEETING	"I move that we adjourn"	NO	YES	NO	NO	MAJORITY	NO
CALL AN INTERMISSION	"I move that we recess for..."	NO	YES	NO	YES	MAJORITY	NO
COMPLAIN ABOUT HEAT, NOISE, ETC.	"I rise to a question of privilege"	YES	NO	NO	NO	NO VOTE	NO (usually)
TEMPORARILY SUSPEND CONSIDERATION OF AN ISSUE	"I move to table the motion"	NO	YES	NO	NO	MAJORITY	NO
END DEBATE AND AMENDMENTS	"I move the previous question"	NO	YES	NO	NO	2/3	NO ^①
POSTPONE DISCUSSION FOR A CERTAIN TIME	"I move to postpone the discussion until..."	NO	YES	YES	YES	MAJORITY	YES
GIVE CLOSER STUDY OF SOMETHING	"I move to refer the matter to committee"	NO	YES	YES	YES	MAJORITY	YES ^②
AMEND A MOTION	"I move to amend the motion by..."	NO	YES	YES ^③	YES	MAJORITY	YES
INTRODUCE BUSINESS	"I move that..."	NO	YES	YES	YES	MAJORITY	YES

THE MOTIONS LISTED ABOVE ARE IN ORDER OF PRECEDENCE...

PROTEST BREACH OF RULES OR CONDUCT	"I rise to a point of order."	YES	NO	NO	NO	NO VOTE ^④	NO
VOTE ON A RULING OF THE CHAIR	"I appeal from the chair's decision"	YES	YES	YES	NO	MAJORITY ^⑤	YES
SUSPEND RULES TEMPORARILY	"I move to suspend the rules so that..."	NO	YES	NO	NO	2/3	NO
AVOID CONSIDERING AN IMPROPER MATTER	"I object to consideration of this motion"	YES	NO	NO	NO	2/3 ^⑥	— ^⑦
VERIFY A VOICE VOTE BY HAVING MEMBERS STAND	"I call for a division" or "Division!"	YES	NO	NO	NO	NO VOTE	NO
REQUEST INFORMATION	"Point of information"	YES	NO	NO	NO	NO VOTE	NO
TAKE UP A MATTER PREVIOUSLY TABLED	"I move to take from the table..."	NO	YES	NO	NO	MAJORITY	NO
RECONSIDER A HASTY ACTION	"I move to reconsider the vote on..."	YES	YES	— ^⑧	NO	MAJORITY	NO

NOTES:

① Unless vote on question is not yet taken.

② Unless the committee has already taken up the subject.

③ Only if the motion to be amended is debatable.

④ Except in doubtful cases.

⑤ A majority vote in negative needed to reverse ruling of chair.

⑥ A 2/3 vote in negative needed to prevent consideration of main motion.

⑦ Only if the main question or motion was not, in fact, considered.

⑧ Only if motion to be reconsidered is debatable.

Procedural Notes from the Parliamentarian

Marshall University
August 2020

The Marshall University Faculty Senate represents the university's faculty as part of Marshall's shared governance. Meetings are run according to the latest edition of *Robert's Rules of Order* and West Virginia Code. The goal of *Robert's Rules* is to support the ability for each Senator to fully participate in meetings and the ability of the Senate as a whole to conduct business.

The Parliamentarian is an advisor in this process. The Chair and individual Senators can consult the Parliamentarian at any time. The Parliamentarian is not a member of the Senate and does not vote or speak for or against any motion. You are very welcome to email or call me outside of Senate meetings. I will be glad to advise you about the best procedure to achieve your goals.

Basic procedures

1. The Faculty Senate has two common types of business items: recommendations and resolutions. Recommendations are items that will be sent to the University President for approval or disapproval. Resolutions are items that express the opinion of the Senate and do not require further approval by the President.
2. Each piece of business requires a motion, a second, a period of discussion, and a vote. When the Chair introduces an item from the agenda, a Senator must move to consider that item and another Senator must second the motion. You do not have to stand in that situation.
3. In other situations, you should stand to address the Senate, if possible. Go to a microphone and wait for the Chair to recognize you. State your name and affiliation for the meeting recording, then go ahead with your remarks. If you cannot stand, gain the attention of the Chair, and someone will bring you a microphone. This process is called obtaining the floor.
4. If you would like to change the text of the current business item, obtain the floor and make a motion to amend. Please have the exact changes ready, ideally in writing. *Robert's Rules* do not allow for "friendly amendments" once the text of an item has been distributed to Senators or stated by the Chair. Amendments for obvious typographical errors and similar minor corrections can be made by unanimous consent.
5. An amendment can itself be amended, but this process can only go two levels deep. For example, suppose an amendment to an item is made and seconded. Now the amendment is being discussed. Someone moves to amend the amendment. Now that "subamendment" is being discussed. A vote will be held on the subamendment, at which point discussion returns to the amendment. Once a vote is held on the amendment, discussion returns to the main item, at which point other amendments might be proposed.

6. Please do not make a motion to “call the question” in ordinary circumstances. The Chair will call for a vote on an item when discussion winds down. The time to “call the question” is when it appears discussion will not wind down on its own. In this case, you might also consider a motion to refer the item to an appropriate committee to allow more discussion outside the Senate meeting.
7. Whenever possible, direct your remarks to the Chair rather than to another person, even if you are asking a question or responding to a question. Please maintain a courteous tone, and focus on issues rather than personalities or motives.
8. According to *Robert’s Rules*, each Senator may speak twice to each motion or amendment. Please make sure to compose your thoughts before you rise to speak.
9. If a question of procedure arises, the Chair will make a decision. The Chair may pause to consult the Parliamentarian first. The Senate may appeal the decision of the Chair with a motion to appeal.

Common motions

1. **To add a motion to the agenda**, obtain the floor when no other item is being discussed. Make a motion to *Suspend the rules*: “I move to suspend the rules in order to allow a motion about ... to be made from the floor.” This motion requires two-thirds support. Once the motion to suspend the rules is approved, the desired new motion can now be made immediately. *Robert’s Rules* has no specific motion to “suspend the agenda”, and there is no need for a motion to “return to the agenda”. The Chair will return to the agenda once the new motion is resolved. It is helpful if you can alert the Chair before the meeting that you will move to suspend the rules. The Chair can advise you about the most convenient place on the agenda to add your motion, although you can make it whenever you have the floor with no business item pending.
2. **To stop consideration of an item**, without needing to vote on the item, make a motion to *Postpone Indefinitely*. This is technically not the same as a motion to *Table* an item, but in practice a motion to “table” is often interpreted as a motion to postpone indefinitely. If the goal is to allow more time for an item to be studied, consider a motion to refer the item to a specific committee. If the goal is simply to defeat a motion, and a majority will vote against the item, it is usually better to allow the vote on the item to happen. Use a motion to postpone indefinitely is when it is better to avoid taking any vote on an item.

Executive Session

West Virginia Code 6–9A.4 allows for executive sessions (closed meetings) under fixed circumstances. The most common reason for the Faculty Senate to go into executive session is to discuss a possible speaker or honorary degree.

To enter executive session, a Senator will make a motion to enter executive session. The Chair will make a reference to the West Virginia Code 6–9A.4. Once the Senate votes to enter executive session, all non-Senators will leave the room and the recording will be stopped. Once discussion is over, a motion and vote is needed to leave executive session.

Votes must happen outside of executive session. This can be done by referring to the item’s number on the agenda: “I move to approve item SR-20–21–7”. All Senators must maintain the confidentiality of the executive session.