

## MINUTES OF MARSHALL UNIVERSITY FACULTY SENATE MEETING

HELD ON THURSDAY, NOVEMBER 11, 2021, AT 4:00 P.M.

## MICROSOFT TEAMS VIRTUAL MEETING

**MEMBERS PRESENT:** **CAM:** Mark Zanter, Sandra Reed; **CECS:** Nasim Nosoudi, Roozbeh (Ross) Salary, Cong Pu; **LCOB:** Uyi Lawani, Uday Tate, Daesung Ha, Timothy Bryan; **COHP:** Sujoy Bose (*Secretary FS*), Carrie Childers, Annette Ferguson, Debra Young, Bethany Dyer; **COLA:** Anita Walz, Penny Koontz, Jana Tigchelaar, Megan Marshall, Kelli Prejean, Marybeth Beller, Robert Ellison, Boniface Noyongoyo, Barbara Tarter, Joel Pekham, Puspa Damai, **Robin Riner** (*Cross-refer w/Ex-Officio, Non-voting*), Amine Oudhghiri-Otmani (*Cross-refer w/Ex-Officio, Voting*); **COS:** Philippe Georgel, Kyle Palmquist, Stephen Young, Bill Gardner Jr., Rosalyn Quinones-Fernandez, Sean McBride, Jiyeon Jung, Elizabeth Niese, Davide Andrea Mauro; **CITE:** (*Cross-reference Cong Pu in CECS*); **COEPD:** Mindy Backus, Mindy Allenger, Tim Melvin, Feon Smith-Branch, Andrew Burck; **SOM:** Chris Risher, Subha Arthur; **SOP:** Melinda (Mindy) Varney, Ruhul Amin; **South Charleston:** Tracy Christofero (**Chair, FS**); **ULIB:** Eryn Roles, Paris Webb

Elizabeth Niese present.

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

**MEMBERS ABSENT:** [CAM:](#) Jack Colclough, Rob Rabe, Adam Dalton; [COEPD:](#) George Watson; [COS:](#) ; [SOM](#) alternate: Scott Gibbs, Vikram Shivkumar, Dana Lycans; [SOP:](#) Sarah Plummer: Substitutes: Tim Long, Michael Hambuchen; Charles “C.K.” Babcock; [COLA:](#) Jose Morillo, Ida Day; [COHP:](#) Robert Powell; [CECS:](#) Sungmin Youn; [LCOB:](#) Doohee Lee;

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

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

**EX-OFFICIO, NON-VOTING MEMBERS PRESENT:** Robin Riner (*cross refer w/BOG Rep & [COLA](#)*)

**BOG REPRESENTATIVE:** Robin Riner (*cross refer w/Ex-Officio Non-Voting/[COLA](#)*)

**EX-OFFICIO, NON-VOTING MEMBERS ABSENT -**

**PARLIAMENTARIAN:** Shawn Schulenberg.

**GUESTS:** Archambault, Jeffrey; Biros, John; Bookwalter, Robert; Brooks, Monica; Cottrill, F. Layton; Davis, Scott; Dobbs, Wendell; Eagle, Teresa; **Gilbert, Jerome (President)**; Hurula, Carol; Jacobs, Brandi; Konz, Suzanne; Landry, Denise; Lankton, Nancy; Lovelace, Kacy; Luke Creasy (*The Herald-Dispatch*); McGuffey, Michael; Melinda (Guest); Mollette, Sarah; Morgan, Brian; **Mukherjee, Avinandan (Acting Provost)**; Mummert, Carl; Painter, Ginny; Parks, Alyssa; Payne, Leah (Staff); Prewitt, Michael; Reynolds, Mary Beth; **Robinson, Mark**; Salem, Asad; Smith, Sherri; Smith, Tracy; Sochor, Chris; Strait, Angela; Terry, Jim; Tipler, Stephen; Truman, Carter; Morris, Burnis; Bryce, James; **Cassandra Mills (Staff)**.

**UNRESOLVED:**

No Sign-in

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**MICROSOFT TEAMS VIRTUAL MEETING**

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

1. **Approval of agenda** as presented by Executive Committee – Moved & Seconded.
  - a. Marybeth Beller - Requested by Physical Facilities to introduce a Recommendation and a Resolution. Motion made for permission to bring to floor - MSAP<sup>1</sup>
  - b. Motion for Amended Agenda – MSAPAA.<sup>2</sup>
  
2. **Approval of Minutes:** Motion made & seconded to approve presented FS minutes from:

Dates of Minutes	Discussion	Approval
Oct. 14, 2021	No discussion	MSAP

3. **Announcements –**

Srl.	Items	Reports & Discussion																									
a)	<b>Announcements</b> - Dr. Tracy Christofero, FS Chair	<ul style="list-style-type: none"> <li>▪ Next EC meeting – Dec. 1, 2021 – on Teams</li> <li>▪ Next FS meeting – Dec. 9, 2021 – on Teams</li> <li>▪ Approved By President - SR21-22 Paws; 07 (BAPC) UG online degree program.</li> <li>▪ Resolutions read by President – SR21-22-08 LAC – maintain campus autonomy for COVID-policy; LAC 09 maintain campus autonomy for firearms regulation; SR21-22-11 EC – joint resolution with MU &amp; WVU reg. COVID-19 vaccinations.</li> <li>▪ Executive Committee Meeting Minutes – Approved</li> <li>▪ FS Meeting Minutes – Approved.</li> <li>▪ Sign-in reminder.</li> <li>▪ Spring Schedule Update as follows:                             <table border="1" style="margin-left: 20px;"> <thead> <tr> <th>Mtg Month</th> <th>Requests Due</th> <th>EC Mtg</th> <th>UCC Mtg</th> <th>FS Mtg</th> </tr> </thead> <tbody> <tr> <td>January</td> <td>Noon 3- Jan</td> <td>10-Jan</td> <td>21-Jan</td> <td>27-Jan</td> </tr> <tr> <td>February</td> <td>28-Jan</td> <td>7-Feb</td> <td>18-Feb</td> <td>24-Feb</td> </tr> <tr> <td>March</td> <td>28-Feb</td> <td>7-Mar</td> <td>25-Mar</td> <td>24-Mar</td> </tr> <tr> <td>April</td> <td>25-Mar</td> <td>4-Apr</td> <td>N/A</td> <td>21-Apr</td> </tr> </tbody> </table> </li> <li>▪ Will be updated on the FS Web Calendar.</li> </ul>	Mtg Month	Requests Due	EC Mtg	UCC Mtg	FS Mtg	January	Noon 3- Jan	10-Jan	21-Jan	27-Jan	February	28-Jan	7-Feb	18-Feb	24-Feb	March	28-Feb	7-Mar	25-Mar	24-Mar	April	25-Mar	4-Apr	N/A	21-Apr
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March	28-Feb	7-Mar	25-Mar	24-Mar																							
April	25-Mar	4-Apr	N/A	21-Apr																							

<sup>1</sup> MSAP – Motion Seconded & Passed

<sup>2</sup> MSAPAA – Motion Seconded & Passed as Amended

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	<ul style="list-style-type: none"> <li>General Faculty Meeting – April 25, 2022</li> </ul>
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3. **Recommendations:**

Items	Discussion	VOTE
<p><b>SR 21-22-06 EC</b>                      Recommends the President of the Student Government Association be a member of the Faculty Senate Executive Committee and an ex-officio non-voting member of the Faculty Senate</p>	<ul style="list-style-type: none"> <li>No Discussion</li> <li><b>Recommendation calls for a change to the Constitution and must be voted for by all faculty.</b></li> <li>An <b>e-vote will be scheduled Mon-Wed</b> to allow for all faculty to vote.</li> </ul>	E-Vote to occur – No challenges.
<p><b>SR 21-22-12 BAPC</b>                      Recommends the Incomplete Grades policy be amended for the Bill Noe Flight School.</p>	<ul style="list-style-type: none"> <li>Discussion</li> <li>Carl Mummert – Provided rationale for this Recommendation. Associated with</li> </ul>	MSAP
<p><b>SR 21-22-13 UCC</b>                      Recommends approval of the listed UNDERGRADUATE COURSE ADDITIONS in the College of Arts and Media and College of Engineering and Computer Sciences</p>	<ul style="list-style-type: none"> <li>Discussion</li> </ul>	MSAP
<p><b>SR 21-22-16 PFPC -</b>                      Safety for pedestrians on campus PRCC</p>	<ul style="list-style-type: none"> <li>No discussion.</li> </ul>	MSAP
<p><b>SR 21-22-17 PFPC -</b>                      Immediate and measurable steps be taken for pedestrians and bicyclist safety</p>	<ul style="list-style-type: none"> <li>Philippe Georgel – proposed amendment – Add “Commerce Avenue”, such that the first paragraph read as: “Recommends that immediate and measurable steps be taken to maximize the safety of pedestrian users (including but not limited to cyclists and persons with disabilities) along 3rd Avenue, 5th Avenue, Commerce Avenue between 16th</li> </ul>	<b>MSAPAA</b>

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	<p>street and 20th Street in the vicinity of Marshall University’s Huntington Campus.”</p> <ul style="list-style-type: none"> <li>▪ MSAP – <b>then by request, returned to the table for reconsideration.</b></li> <li>▪ Eryn Roles – Proposed amendment – Replace the leader text to read: “... Recommends that immediate and measurable steps be taken to maximize the safety of pedestrian users (including but not limited to cyclists and persons with disabilities) along all roads and other pedestrian areas in the proximity of Marshall University’s Huntington Campus....”</li> </ul> <p>– Amendment <b>MSAP</b></p> <ul style="list-style-type: none"> <li>▪ <b>Entire motion - MSAPAA</b></li> </ul>	
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4. **Report of the University President** – Dr. Jerome Gilbert –

- a. Today being Veteran’s Day - thanked veterans for their service.
  - b. Stepping down as President as of Dec. 31, 2021. Will serve as a part-time independent contractor starting Jan 1, 2022 to help transition.
  - c. Formed Search Committee for Provost & Sr. VP of Academic Affairs position: Headed by Sr. VP Brandi Jacob Jones. Committee will have 9-elected faculty members – 1 from each college; 1 elected Dean; Chair of FS; Chair Graduate Council; President of SGA; 1 member from office of Academic Affairs, 1 member from Athletics; 1 community member; and 3-staff members. Will handoff committee to President Brad Smith on Jan 1. February selection is perhaps optimistic but likely March 2022.
  - d. COVID-19 response assuring. 81% of campus vaccinated. Infectivity, further vaccination, and booster statistics provided.
  - e. VP Mark Robinson: Will see to if we have enough credits to restore some, or all the salaries lost in response to the pandemic.
  - f. Concerned about pedestrian safety and appreciates any initiatives that the faculty pass as relates to this.
- a. **Q&A for President:** None.

5. **Report of the Provost** – Dr. Avinandan Mukherjee – 4 items

- b. Green & White Days – Thanks all the faculty. One today and one tomorrow. Went well.
  - i. Oct. 15, 16 – first two G&W days – 450 guests
  - ii. Nov. 10, 11 – Second two G&W days - Expect greater number of guests once numbers become available.
- c. Travel reminder – Acknowledged travel related reminders from office of academic affairs in recent “We are Marshall” newsletter.
  - i. Answers to faculty questions in that newsletter
- d. Strategic Enrollment Management – Significant progress since last report.

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- i. Moving away from admissions mindset to a strategic enrollment management approach, which involves long-term vs. short-term perspective.
- ii. Example – Marketing person & Technology person.
- iii. CRM Software to track potential students and approach them from throughout their life cycle. All good Universities have some sort of tracking technology and enrollment management.
- e. International Festival – Last Saturday – very successful. Oldest and longest continuously running international event in our State.
- f. **Q&A for Provost:**
  - i. None.

6. **MU Board of Governor's report** – Robin Riner –**Athletics committee:**

- a. -loss from COVID was 342,000- fared much better than other schools' programs
- b. -vaccine rate is 89% among athletes

**Academic committee:**

- c. -approved policy GA-19, protection of minors
- d. -approved AA-21, faculty workload amendment to include library duties
- e. -approved degree change name to Bachelor of Science in integrated science & technology
- f. -provost: strategic enrollment management plan – integrated plan to incorporate all aspects of recruitment and retention together – consultant is assessing how aligned we are with best practices
- g. -Dean Eagle: task force to improve ed program and interface more with k-12

**BOG Meeting:**

- h. -approved minor protection policy
- i. -approved faculty workload amendments
- j. -degree name change approved
- k. -approved the budget investment earnings update – projecting a \$3 million loss next year, but it should be covered by COVID relief money
- l. -approved naming room at Marshall medical center after Cindy A. Warren, assistant dean of admissions
- m. -executive session – approved Brad Smith as next president – listening session for faculty

7. **Guest Speaker** – Patrick Farrell, Chair MU BOG

- a. Reported on the process for Presidential Search leading to the naming of the new MU President Mr. Brad Smith.

8. **Advisory Council of Faculty (ACF) Report** - Amine Oudghiri-Otmani –

- a. Tenure
- b. Higher Education in February, likely F2F.

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- a. **Q & A for ACF Rep:** Elizabeth Niese – What does the Chancellor mean by needing additional information on Tenure before voting on that? Ans: Amine does not have minutes of the HEPC meeting but will find out and inform back.

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

Committee	Report by:	Report Specifics
<p><b>Academic Planning</b></p>	<p>Sean McBride</p>	<ul style="list-style-type: none"> <li>▪ Written report received (if checked) ×</li> </ul> <p>The Academic Planning Committee has met three times thus far this 21-22 academic year and is evaluating eight 5-year program reviews:</p> <ul style="list-style-type: none"> <li>▪ (1) On 10/26/21, 11-12pm on MS Teams. The main purposes of this meeting were to both review the new rubric system for evaluating Program Reviews and also to see how Dynamic forms worksheets are now used for routing documents.</li> <li>▪ (2) On 11/4/21, 1-3 pm on MS Teams. The main purpose was to present voting and non-voting members comments for 5-year program reviews that required NO additional resources. These program reviews included Physics BS, Elementary Education BA, Secondary Education BA, and Early Childhood Education BA. All 16 reviews were received for the 8 programs.</li> <li>▪ (3) On 11-9-21, 10-12 pm on MS Teams. The main purpose was to present voting and non-voting members comments for 5-year program reviews that required additional resources. These program reviews included Geology, Chemistry, and Psychology.</li> </ul> <p>The results thus far:</p> <p><b>Approved resource development for 3 programs.</b></p> <ul style="list-style-type: none"> <li>▪ BS in Chemistry</li> <li>▪ BS in Geology</li> <li>▪ BA in Psychology</li> </ul> <p><b>Approved continuation at current levels for 3 programs</b></p> <ul style="list-style-type: none"> <li>▪ BS in Mathematics</li> </ul>

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		<ul style="list-style-type: none"> <li>▪ BS in Physics</li> <li>▪ BA in Elementary Education</li> </ul> <p><b>Recommendations Postponed for 1 week until the next meeting:</b></p> <ul style="list-style-type: none"> <li>▪ BA in Secondary Education</li> <li>▪ BA in Early Childhood Education</li> </ul> <p>Faculty and Dean Reviewers of these programs, if not done so already, will send any recommendations for revisions of the 5-year reviews, to the academic departments by November 12. After that the academic departments need to update their 5-year reviews in TaskStream, based on the recommendations, by December 3.</p>
<b>Athletic</b>	George Watson (sent report but not present)	<ul style="list-style-type: none"> <li>▪ Written report received (if checked) ×</li> <li>▪ The Athletic Committee has not met to discuss or approve any items this semester.</li> <li>▪ The next meeting is scheduled for <a href="#">Click or tap to enter a date.</a></li> </ul>
<b>Budget &amp; Academic Policy</b>	Kelli Prejean	<ul style="list-style-type: none"> <li>▪ Written report received (if checked) ×</li> <li>▪ Met on 9/17/2021 &amp; on 10/15/2021.</li> <li>▪ Updates to the Academic Dishonesty Policy are fully and officially approved.</li> <li>▪ Brian Morgan is working on two websites, one to electronically submit and track grade appeals and one to submit and track charges of academic dishonesty. They will work similarly, and committee members are currently testing the sites.</li> <li>▪ Committee considered a proposal to give priority registration for online degree students. That recommendation passed at our last Faculty Senate meeting. Priority registration for online degree students will not go into effect this semester.</li> <li>▪ Committee elected hearing officers for 2021-2022 and reviewed procedures for appeal boards and hearings.</li> <li>▪ New business at October meeting: Carl Mummert introduced a recommendation to amend the Incomplete Grade policy for flight school students because of the</li> </ul>

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		<p>nature of their training, which depends on the weather, plane mechanics, etc. Flight School students would be given Incompletes until they have completed their required flight hours. The recommendation passed BAPC.</p> <ul style="list-style-type: none"> <li>▪ Committee discussed course withdrawal policies and procedures, but no formal recommendation was presented.</li> <li>▪ The next meeting is scheduled for <a href="#">Click or tap to enter a date.</a></li> </ul>
<p><b>Library</b></p>	<p>Megan Marshall</p>	<ul style="list-style-type: none"> <li>▪ Written report received (if checked) ×</li> <li>▪ The Library Committee last met on October 6, 2021 to address following agenda items:</li> <li>▪ Kelli Johnson, head of Access Services and Outreach provided a report on Drinko Library operations:             <ul style="list-style-type: none"> <li>○ Currently enforcing mask wearing and physical distancing</li> <li>○ Hoping to update study rooms (including adding accessibility switches to enable students with disabilities to push a button to open study room doors)</li> <li>○ Issues with the EZBorrow platform changes from earlier in the semester have been resolved.</li> </ul> </li> <li>▪ Angie Strait and Monica Brooks provided an update regarding the MU Library budget             <ul style="list-style-type: none"> <li>○ Cuts due to Covid still impacting availability of resources and services</li> <li>○ New GA position has been approved</li> </ul> </li> <li>▪ Monica Brooks provided updates about:             <ul style="list-style-type: none"> <li>○ The forthcoming consolidation and move of Government Documents from library collections. This move will create space for new acquisitions for Special Collections (from Huntington Police Department, The Herald Dispatch, and ACF).</li> </ul> </li> </ul>



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		<ul style="list-style-type: none"> <li>○ OER platform cost and use; textbook adoption processes, and statewide OER grant opportunities</li> <li>○ Approximately \$16,000 of ILL materials taken out since the start of the 2019 AY have <b>not</b> been returned.</li> <li>▪ Discussed strategies for getting ILL materials returned as well as university-wide promotion of library services and materials.</li> <li>▪ The next meeting is scheduled for <a href="#">Click or tap to enter a date.</a></li> </ul>
<b>Faculty Development</b>	Ida Day (sent notification about not being present but sent a report earlier)	<ul style="list-style-type: none"> <li>▪ Written report received (if checked) ×</li> <li>▪ Last Meeting – 10/13/2021</li> <li>▪ The secretary elected last year is no longer on the committee. It was decided to hold an election at the next meeting.</li> <li>▪ INCO applicants – we discussed that it is up to the University travel office to determine travel eligibility. Our committee just votes on acceptability of the application.</li> <li>▪ Committee discussed individual applications and adjusted requested funds for presenting.</li> <li>▪ Scores were discussed and considered. We have \$42,780 to spend. There were 7 total applications with 1 withdrawn. 6 applications were accepted. 6 of 6 applications at \$2,594.</li> <li>▪ The chair will remind faculty with an email to apply for the next 2 rounds of INCO.</li> <li>▪ The next meeting is scheduled for <a href="#">Click or tap to enter a date.</a></li> </ul>
<b>Physical Facilities &amp; Planning</b>	Bill Gardner	<ul style="list-style-type: none"> <li>▪ Written report received (if checked) ×</li> <li>▪ Elections - Chair &amp; Secretary – <ul style="list-style-type: none"> <li>○ Angela Strait Chair</li> <li>○ James Bryce - Secretary</li> </ul> </li> <li>▪ Crosswalk Behind WAEC – issue resolved.</li> <li>▪ Traci Smith – provided update on Health &amp; Safety. COVID-19 rules will remain in place until at least the end-of-semester. Planning ongoing for next semester. <ul style="list-style-type: none"> <li>○ Priority of maintenance on campus: e.g., Aley has needed floor tiles for</li> </ul> </li> </ul>

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		<p>years. Tracy noted that Physical Plant has a list. Brandi noted that there are two approaches to submit maintenance requests, and then needs and funding sources are matched. For maintenance backlog, there are lists of priorities. They get about \$750 thousand in discretionary spending annually for this (although a consultant reported that &gt;\$10 million is needed). Specific discussion occurred about the ceiling tiles. Brandi will submit a request on Aley's behalf in this case.</p> <ul style="list-style-type: none"> <li>○ Auctioning of lab equipment as another option to raise revenue, specifically for some of the equipment in the Science building. Brandi and Travis will follow-up on this.</li> <li>▪ Update from Brandi –             <ul style="list-style-type: none"> <li>○ University will put out a RFP for the next 10-year plan for the University in 2022. The process is to hire a consultant and then spend 12-months through the planning process. This committee will have a role there. (The committee subsequently selected a member to serve in this role...see item 4A).</li> <li>○ There has also been a recommendation to have an 'Athletics Facility' master plan. We have a kickoff meeting next week, and this committee should have a member attend. Another recommendation is for athletics to undergo another review related to Title 9 and equity between male and female athletics. (The committee subsequently selected a member to serve in this role...see item 4A).</li> </ul> </li> </ul>
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		<ul style="list-style-type: none"> <li>▪ <b>Committee Representatives -</b> Representatives were selected to represent this committee on several relevant working committees to give our committee better vision into matters that relate to Physical Facilities and Planning. Brandi posted descriptions of the committees, and then representatives were selected for each. The following representatives agreed to serve on the listed committees:             <ul style="list-style-type: none"> <li>○ Campus Safety Committee – Alfred Cecchetti</li> <li>○ Sustainability Committee – Chris White is also on this committee</li> <li>○ Signage and Wayfinding – James Bryce</li> <li>○ Corbly Hall Workgroup – Brian Kinghorn</li> <li>○ COB Phase 3 – No Volunteers</li> <li>○ Athletic Facilities Master Plan – James Bryce</li> <li>○ Athletics Title 9 – Saurabh Mehta</li> <li>○ Research Tunnels – James Bryce</li> <li>○ RFP Selection Committee for University Master Plan – Angela Strait</li> <li>○ 2023 University Master Plan – 12-18 committee – Spring</li> </ul> </li> <li>▪ James provided update on research tunnels being constructed at University Heights - James will provide an update to the committee next semester when tunnel construction is well underway, and the committee can provide input about the need for a representative of this committee in their committee.</li> <li>▪ The next meeting is scheduled for <a href="#">Click or tap to enter a date.</a></li> </ul>
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8. **Request to Speak and/or Answer Questions to the Senate: (5 minutes)** – No such requests as of this time.

10. **New Business:** None.

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**Adjournment:**

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

Respectfully Submitted,



Dr. Sujoy Bose, Recording Secretary

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Faculty Senate

**MINUTES READ:**



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Dr. Tracy Christofero, Chair Faculty Senate

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Dr. Jerome Gilbert, President  
Marshall University