MINUTES OF MARSHALL UNIVERSITY FACULTY SENATE MEETING

HELD ON NOV 30, 2023, AT 4:00 P.M.

STUDENT CENTER – BE 5 – IN-PERSON

ATTENDANCE: 2022-24 Faculty Senate & Guests:

COLLEGES	MEMBERS PRESENT (if checked) – V* - virtual attendance recorded per Teams auto entry
CAM:	Jack Colclough ☐, Christine Ingersoll ☒, Heather Stark ☒, Sarah McDermott ☒, Johan Botes ☐
CECS:	Sungmin Youn ☒, Ross Salary ☒, Tanvir Chowdhury ☒, Joon Shim ☒
LCOB:	Amanda Thompson-Abbott ☒, Uday Tate ☒, Timothy Bryan ☒, Uyi Lawani ☒, Jamey Halleck ☒
COHP:	Sujoy Bose (*Recording Secretary*) ☒, Alysha Nichols ☒, Jodi Cottrell ☒, Zach Garrett ☒, Georgiana Logan ☐, Scott Davis (*Cross-refer w/ex-officio voting*) ☒, Bethany Dyer ☒
COLA:	Shawn Schulenberg (Chair) ☒, Puspa Damai ☒ - **V**, Robert Ellison ☐, Joel Peckham ☒, Kelli Prejean ☒, Boniface Noyongoyo ☐, Anita Walz ☒, Amine-Oudhgiri-Otmani (*cross-refer w/ACF – Ex-officio Voting*) ☒, Clinton Brown ☒, Megan Marshall ☐, Penny Koontz ☐, Marianna Linz ☐ - **V**, Jana Tigchelaar ☒, Marybeth Beller ☒
COS:	Sean McBride ☒, Rick Gage ☒, Stephen Young ☒, Raid Al-Aqtash ☒, Judy Fan ☐, Bill Gardner ☒, Kyle Palmquist ☒, Avishek Mallick ☐ , Philippe Georgel ☒
COEPD:	Melinda Backus ☐, Timothy Melvin ☒, Feon Smith-Branch ☒, Andrew Burck ☒, Jerry Dooley ☒, Conrae Lucas-Adkins ☒.
SOM:	Nitin Puri ☒, Eva Patton-Tackett ☒, Dana Lycans (sub) ☐, Ji Bihl (sub) ☒, Jessica Buerck ☒, Usha Murughiyan (sub) ☐
SOP:	Gayle Brazeau ☐, Melinda (Mindy) Varney ☒, Jen Sparks (sub) ☒, Michael Hambuchen (sub) ☐, One Vacant; One TBD.
South Charleston:	Thomas Hisiro ☐- **V**
ULIB:	Paris Webb ☒, Eryn Roles (Vice Chair) ☒
DOAR:	Nancy Ritter ☐
SGA	Walker Tatum ☒
EX-OFFICIO, VOTING	Scott Davis (*Graduate Council – cross refer w/COHP*) ☒, Amine Oudghiri-Otmani ☒ (*ACF; cross refer w/COLA*)
EX-OFFICIO, NON-VOTING	N/A
BOG REPRESENTATIVE:	Robin Riner ☒
PARLIAMENTARIAN	Zelideth Rivas	
GUESTS	**Present IF Checked** (**V**-Virtual attendance) - Brad Smith (President) ☒, Avinandan Mukherjee ☒ (Provost), Ginny Painter ☒ - **V**, Bill Smith (BOG) ☐, Kelli Johnson ☐, Wendell Dobbs ☐, Karen McComas ☒, Monica Brooks ☐, Nancy Lankton ☐, Robert Bookwalter ☐, Sonja Cantrell-Johnson ☒ - **V,** Carl Mummert ☒, Anna Mummert ☒, Laura McCunn ☐, Brian Morgan ☒, Allison

MINUTES OF MARSHALL UNIVERSITY FACULTY SENATE MEETING

HELD ON NOV 30, 2023, AT 4:00 P.M.

STUDENT CENTER – BE 5 – IN-PERSON

> Carey ☒ - **V**, Sherri Stepp ☒, Matt Tidd ☒ - **V**, Jun Terry ☐, Teresa Eagle ☒ - **V**, Maria Gindhart ☒, Mary Beth Reynolds ☐, Bruce Felder ☐, Jodie Penrod ☒- **V**, Julia Spears ☒- **V**, Lindsey Harper ☒ - **V**, Miriah Young ☐, Michael McGuffey ☐, Aluthge Ariyadasa ☐, John Maher ☒- **V**, Dan Hollis ☐, Brandi Jacobs-Jones ☒ - **V**, Duncan Crowley ☐, Andrew Gooding ☒, Stephen Tipler ☒, Rob Quicke ☒, Mike Prewitt ☒, Mark Zanter ☒, Betty Rivard ☒, Cris McDavid ☒, Allyson Goodman ☒ - **V,** Jessica Lowman ☒ - **V**, Rich Jones ☒ - **V**, Gena Chattin ☒ - **V,** Tricia King ☒ - **V,** Jerry Ross ☒ - **V**, Richard Gillman ☒ - **V,** Hailey Bibbee (Staff/Elections) ☒.

Call to Order: Declaring that there was a quorum, Faculty Senate Chair, Shawn Schulenberg, called the meeting to order at approximately 4:01 p.m.

1. **Approval of Proposed Agenda** –
    a. Motion to approve agenda as amended**.**
    b. **Tim Melvin –** Moved to add SR-23-24-16 CC to the agenda for recommendation and approval. **MSAP[1]**.
    c. Accept agenda as amended – **MSAPAA[2].**

2. **Approval of Minutes**: Motion to approve the following minutes (pending Presidential approval):

Dates of Minutes	Discussion	Approval
10/26/2023	None	**MSAP**

3. **Announcements** – Shawn Schulenberg:

Items	Reports & Discussion

Chair Announcements	1. The President has signed the following documents:
	    a. September 18 Executive Committee Meeting Minutes
	    b. September 28 Faculty Senate Meeting Minutes
	    c. 2023-24 Recommendations 02-07. All recommendations are signed.
	2. Money
	    a. Budget Steering Committee is over. We were finally given the impact on budget numbers and the university will move forward with this plan over the next few years working out the kinks and final details.
	    b. Save-to-Serve met recently and all units on campus have submitted a list of savings around the five percent level, some more.
	3. Status of Processes

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[1] MSAP – Motion Seconded and Passed.

[2] MSAPAA – Motion Seconded and Passed as Amended.

MINUTES OF MARSHALL UNIVERSITY FACULTY SENATE MEETING

HELD ON NOV 30, 2023, AT 4:00 P.M.

STUDENT CENTER – BE 5 – IN-PERSON

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a. Commencement: I am working with AA to make the commencement speaker/honorary speaker website. This should go live soon.

b. Devolution of policies

    i. As you know, the Board of Governors has asked us to devolve many BOG policies to lower levels. Key stakeholders have reviewed the proposal from the Office of General Counsel to devolve several BOG policies. We have given our feedback, and this is moving to the next stages.

    ii. As a result, shared governance workgroup has just presented the first University Policy of the Office of the President. This document explains the difference between a BOG Rule, University Policy, and Administrative Procedure. I just sent this to the President for review.

c. Expedited Intent-to-Plan: Several committees have signed off on the new proposed process and I expect the Executive Committee to forward a recommendation in January. This will significantly speed up the processes.

d. CIM: Academic Affairs is currently testing a few pilots, but things are moving along.

e. Academic Catalogs: Now that the catalog is more automated with Courseleaf's products and the catalog editor, Su Tams, has retired, the catalog is less editing and more record keeping so the process is moving from UCOMM to the office of the Registrar

f. Post-Tenure Review: draft this semester

g. Course Evaluations: next semester

4. Upcoming Meetings/Events

a. Our next Faculty Senate Meeting is scheduled for January 18. The Executive Committee meeting is scheduled for January 8. Recommendations are due at senate@marshall.edu by December 28, but will be accepted until January 1.

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4. **Recommendations / Resolutions**: None for this session.

	Items	Discussion	VOTE
a)	SR 23-24-08 BAPC Recommends amending the academic calendar to recognize Juneteenth.	▪ None	**MSAP**
b)	SR 23-24-09 CC Recommends approval of the listed	▪ None	**MSAP**

MINUTES OF MARSHALL UNIVERSITY FACULTY SENATE MEETING

HELD ON NOV 30, 2023, AT 4:00 P.M.

STUDENT CENTER – BE 5 – IN-PERSON

	UNDERGRADUATE MAJOR ADDITION, DELETION, CHANGE in the following college and/or schools/programs: Adjustment of CIP Code in BS of Computer and Information Technology.		
c)	SR 23-24-10 CC Recommends approval of the listed UNDERGRADUATE MINOR ADDITION, DELETION, CHANGE in the following college and/or schools/programs: NRRM.	▪ None	**MSAP**
d)	SR 23-24-11 CC Recommends approval of the listed UNDERGRADUATE AREA OF EMPHASIS ADDITION, DELETION, CHANGE in the following college and/or schools/programs: AJB1.	▪ None	**MSAP**
e)	SR 23-24-12 CC Recommends approval of the listed UNDERGRADUATE COURSE ADDITIONS in the following college and/or schools/programs: HST 313, HON 490, UNI 204, UNI 280 284, UNI 301, UNI 302, UNI 480-484, UNI 485-488.	▪ None	**MSAP**
f)	SR 23-24-13 CC Recommends approval of the listed UNDERGRADUATE	▪ None	**MSAP**

MINUTES OF MARSHALL UNIVERSITY FACULTY SENATE MEETING

HELD ON NOV 30, 2023, AT 4:00 P.M.

STUDENT CENTER – BE 5 – IN-PERSON

COURSES CHANGES in the following college and/or schools/programs: HST 392, HST 431.		
g) SR 23-24-14 APC Recommends the approval of the Intent to Plan a Bachelor of Science in Political Science at Marshall University.	▪ None	**MSAP**
h) SR 23-24-15 APC Recommends that the following undergraduate degree programs continue at their current level of activity: BA in Humanities, BA in History, Bachelor of Fine Arts (BFA), BA in the Arts, BS in Biological Science, BS in Health Sciences, Regent's Bachelor of Arts (RBA).	▪ None	**MSAP**
SR-23-24-16 CC Recommends approval of the listed **UNDERGRADUATE MAJOR CHANGE** in the following college and/or schools/programs: AVSC 250 to AVSC 375	▪ Tim Melvin – Proposed amendment to change to the degree curricular map as circulated as a second part of the original attachments – **MSAP.** ▪ **Motion** to accept the primary motion of SR 23-24-16 CC as amended. – **MSAPAA**	**MSAPAA**

5. **Regular Reports:**

   a. **President's Report** – Brad Smith (15 mins) –
      i.   Thanks to faculty for the work this year.
      ii. The annual employee engagement survey was the outcome of the first 100-day listening tour which demanded a way for employees to have their voices heard on an ongoing basis. It is an annual best practice by universities. It is done by a third party to ensure anonymity and get actionable feedback across all levels of the campus. Sirota, by Mercer Consulting, was selected by the Human Resource Group based on their expertise in both higher education and private industry. This gives us

MINUTES OF MARSHALL UNIVERSITY FACULTY SENATE MEETING

HELD ON NOV 30, 2023, AT 4:00 P.M.

STUDENT CENTER – BE 5 – IN-PERSON

peer benchmarks. The results of the first one is now available. It has provided actionable feedback for any unit that has at least 5 employees in it. If there are less than 5 in a group, then it rolls up to the next level of supervisor. A minimum of 5 assures anonymity. The survey had a group of core questions, approx. ~ 48 which are common across higher education institutions that "Mercer" works with. 5 custom questions were added by the institution, one of which was the "campus carry" to evaluate how everyone was feeling as it heads to implementation phase.

We are committed to conducting this annually, to act, publish what we plan to do, then measure ourselves next time, making this an accountability tool. The Marshall for All, Marshall Forever Road Map features 2037 goals - by 2037, 100% of the students get the job of their choice, with no student loan debt. The next layer down has stakeholder goals which have 3-year objectives – for students, employees, and the contributions we want to make for our community and the State, and then financials in the employee section. We will publish these results, and then measure them annually.

The path forward is that – We will cascade the results – and all the working groups are going to be asked to review their respective areas, and then develop action plans for their respective groups. The University will do its own report – goal is to have this work begun in January and work through the Spring semester, and by the time we get to the general faculty meeting in the spring and the classified staff meeting, we will publish these results… to see if we have made progress.

"You're going to be asked to participate in writing an action plan, and then we'll actually measure our results, and implementation by the spring".

The top results from this year's annual survey was reviewed using highlights on areas where Marshall scored higher than the benchmarks, and those where Marshall scored below the benchmarks –
- 1334 individuals completed the survey. (65% participation). Sirota reports first year university participation typically average ~ 50%; "best-in-class" – 90% - we are going to get there.

Compared to higher education peers –

- 13 questions scored higher than the benchmarks;
- 27 questions scored same as the benchmarks.
- 8 questions scored below the benchmarks – focuses on performance, accountability, and pay.

MINUTES OF MARSHALL UNIVERSITY FACULTY SENATE MEETING

HELD ON NOV 30, 2023, AT 4:00 P.M.

STUDENT CENTER – BE 5 – IN-PERSON

The third-party analysis of the scores by gender, race, and ethnicity – in that order – No statistical variation on how people view Marshall regardless of race, gender, or ethnicity.

A university email will be sent on this report to everyone for transparency, and for future actions.

iii. University posture on political & external events – From Supreme Court rulings to geopolitical tensions - … our past actions, and best practices of other universities, and in consultation with outside experts and has been incorporated it into the Marshall University Way, a.k.a. our Creed, and is available online at www.marshall.edu/livingourcreed.

Question(s) for President:
1. Marybeth Beller (COLA) – Audience is unable to hear the marvelous speakers being brought from around the world to present at Marshall foundation hall. However the microphones don't work and they cannot be heard. We need microphones that work. **Ans**: We will take that on and make sure that is a priority.
2. Stephen Young (COS) – Rumors brewing in the COS regarding the "Save to Serve" project, and its impact on cutting of certain software that are needed by the faculty , including e.g. SPSS, EndNote, among others? **Ans**: We have a structural deficit, forecasted this year to be 28 million; We have cut that down to $22 million, and have committed to looking for $14.5 in inefficiencies, redundancies, and areas where we could actually cut back, without harming the institution, and protect the people and grow our students. We have 3 years to do that. The most out of alignment area is in supplies and other services, which since 2018 has grown 48% while the University's total revenues have grown 16%. We want to look into 5% reductions in that area, which includes software among others. Jody Penrod, the CIO is reinstituting the IT Council, which is looking into where we are buying software, and how many people are using each, or if we have duplication, or multiple versions, among other things which can be reduced. That doesn't mean by curriculum. The CIO will make decisions at an enterprise wide level and the shared governance body will make the decisions at the College level.
Follow-through question (Stephen Young) – Is there a way for faculty to have input on the software need or is it a top-down decision? **Ans: (Shawn Schulenberg**) – The IT Council has not discussed any of this – there has only been a handful of cabinet level people who have been discussing these decisions so far. There hasn't been any academic units that have been participating so far. **Ans: President Smith** – It will be the Deans; how they work with faculty will be decided as we go forward.
Comment by Philippe Georgel (COS) – One of the ways by which we could cut costs is that instead of having a university-wide license with 3 people on campus using that license, individual license might be a waiver which we can save money. Second point –

There are certain types of software that are unique and used worldwide, e.g. GIS, which are absolutely essential for work in geology and geography and we need to continue to use those.

President Smith: Focus will be first on enterprise-wide licenses like CRM software, SalesForce, etc. For software by faculty – IT Council, shared governance process – will be decided at the departmental level – the intent of the incentivized budget model intents to push these decisions down to Colleges which will manage the software budget.

b. **Report of the Provost** – Avinandan Mukherjee (15 mins) –
Presented on updates in graduate education, student success in online education, spotlight on one College, and enrollment.
Enrollment – Spring looking good in continuation with Fall. This coming spring, 5% more headcount than last spring. One of the ways to handle budget and "save to serve" is to grow enrollment. For every 100-student growth, translates to roughly a $1 million. And therefore a big focus remains on growing enrollment. 6% increase in UG, and 1.5% increase in Graduate students (Spring '24). There is no specific recruitment strategy for spring. Almost entire recruitment is in the fall, but our goal is to retain the students that we get in the fall. We do have some new non-traditional students in the spring. Student semester hours and credit hours for the coming spring will be up 5.6% vs. last spring.
G&W days this fall – 6 days (vs. 4 in the past) – Added HS days for only HS students.
1540 students attended this year, compared to a total of 1000 students who attended last year for all the G&W days for fall and spring combined. Hopefully they will come to Marshall. All current indicators are positive.
Graduate studies – 3014 students in graduate programs. Strong portfolio of Grad students at MU, merits special attention – great area for growth for us – helps recruit, and retain high quality faculty members, brings more revenue from having many from out-of-state, and international. Even domestic students pay higher. The portfolio of graduate students in the 3014 include 57% Masters & EDS programs; 31 – Graduate certificates; 4 Research doctorates, and 6 professional doctorates – total 10 doctoral programs at the University. Enrollment increased 5% in fall 2023 vs. 2022. Will continue to grow that.
Increase graduate stiped – Initiative based on Senate feedback & Graduate Council - Used to be $3000 in 2022, now increased to $4250 in first attempt this fall semester. Goal to increase to $5000 per semester by next year (if budget allows) – applicable for teaching GAs'. For hourly GAs' rate is $10 per hour. Total investment of $200,000 to achieve $4250 this semester. If goal of $5000 per semester is achieved, another $200,000 will be needed (total of $400,000). Necessary investment for highest quality graduate students, both domestic, and international. Work on this done by Carl Mummert, CFO Matt Tidd, and supported by administration.
Online Education – Growing with efforts from Julia Spears, Assistant Provost, and several other faculty. This fall the *Online Design Center* (ODC) – has approved 40 E-courses, and 4 E-programs. 30 Design Center web pages added. Developed 17 courses, and 496 course sections in Blackboard (BB) Ultra (we are moving to that by next fall).

MINUTES OF MARSHALL UNIVERSITY FACULTY SENATE MEETING

HELD ON NOV 30, 2023, AT 4:00 P.M.

STUDENT CENTER – BE 5 – IN-PERSON

337 faculty have been trained so far on BB Ultra (constitutes 36% of the faculty body). This semester, 52 faculty have become QM (Quality Matters) certified. Developed a large *student engagement plan* for online students – sent 7 campaign emails to 1300 online students this semester at various points, and to encourage use of the Marshall University app – has helped keep students engaged with back & forth interactions.

Encouraged to check the new *online website*. Click through rate of 22% in comparison with benchmarked averages of 1.56 to 2.73% for a similar page. Cost per lead is $65 & conversion rate is 2.93% for the website. Average time spent is 2.23 minutes (vs. benchmark of 1.7%-2%) ~ minute more than previous year. 6000 unique online visitors. Online programs that have attracted most online visitors on their websites are leadership studies, medical lab science, clinical mental health counseling, general business, and Doctor of Nursing Practice.

Center for Student Success - Student success is moving forward well. If recruitment grows, then retention is an important challenge – more students require service and satisfaction for retention. Center for Student Success with Katrina Schray, and University College and advising wing working on retention. FAM (Friends at Marshall) Program has developed mentoring relationships with 638 unique freshmen this fall and connected with 200+ additional freshmen. Results are being benchmarked continuously.

Supplemental instruction - has been very successful this semester – proven high impact practice for student retention. Peer led support program for high enrollment gateway courses with historically high DFW rates. Being offered in 7 sections right now w/172 students (2 in biology, 2 in chemistry, and 3 in math) – average of 20-24% higher grades than the class average for the first 3 tests of the semester.

Research – Faculty from across campus were encouraged last fall to a new initiative – Reduce teaching load by one course in the semester to use towards a research project. Numbers cited following, include all colleges except the SOM, and accounts for sabbaticals. 251 faculty across the university took advantage of this in fall 2023. Total amount of expense (principally in salary from State money) to conduct research, or other scholarly and creative endeavors – In lieu of reduced teaching - $3 million for this semester. Multiplied by two - $6 million for the year – expect great returns for the investment – encourage more faculty for similar projects and ideas. There is process for approval.

Spotlight on Honors College – Under leadership of Brian Hoey – 520 students in the Honors College right now is more than in previous years – 30% increase in non-white admissions increasing diversity. 72% of these students have cited the Honors College as main attraction of coming to MU. 18% of these students are first gen college students and high performing students. 43% of these students reside on campus and taking advantage of campus and residence life. The college has moved to admissions by holistic review - looking beyond GPA for

MINUTES OF MARSHALL UNIVERSITY FACULTY SENATE MEETING

HELD ON NOV 30, 2023, AT 4:00 P.M.

STUDENT CENTER – BE 5 – IN-PERSON

admissions. Already admitted 71 students vs. 37 students at the same time last year. Numbers expected to double next year.

Question(s) for Provost: None.

c. **Board of Governors** – Robin Riner (15 mins)
Next board Meeting – Dec. 13th, Wednesday at 1:00 pm in Shawkey dining room. Accessible by Teams.
Robin's Virtual Office hours – Friday Dec. 8th, 9:00 am – Teams link sent by all faculty e-mail.
Teams link to be sent out in Fall faculty e-mail.

Question(s) for BOG Rep: None.

d. **Advisory Council of Faculty** – Amine Oudghiri-Otmani (5 mins) – Written report ☒
The Advisory Council of Faculty (ACF) met in person at Stonewall Resort on Nov 3-4. The first meeting was on Friday, Nov. 3, and the second meeting was on Monday, Nov. 4. The following are a few important highlights from the two meetings:
Friday, Nov. 3
  I.   We started out by approving minutes from the July 24 meeting. Members then introduced themselves, and we welcomed new representatives, followed by a discussion of the purpose and function of ACF as defined in WV Code.
  II.   Matt Turner, Executive Vice Chancellor for Administration, HEPC, and Jade Irving, Senior Project Officer for the Campus Carry bill, were our first guest speakers. Matt Turner conducted a brief review of the campus carry bill and discussed concerns as well next steps.
  III.   The next guest speaker was Travis Mollohan, Director of Gov't Relations. Mr. Mollohan spoke about potential higher ed legislation for 2024. In terms of DEI – diversity, equity, and inclusion, Mr. Mollohan reported that he and his team were watching for that issue in the upcoming year; older versions of the bill had provisions for higher ed, but those were eventually removed. He was not sure if those would come up again. In terms of tenure, no tenure bill has been introduced in WV for 20 years. Tenure bills have historically never moved beyond being introduced. In terms of PEIA, the PEIA board says they may be considering raising premiums again this year. The institutions' share of the cost is also under discussion. On the bright side, however, WV may have a surplus this year, so it possible that we won't have cuts to our budgets and may get some additional funding.
  IV.   Madison Santmyer, Chair of the, State Advisory Council of Students from WVU and Walker Tatum, Vice-Chair of the council from Marshall, were the next guest speakers. Madison and Walker spoke on student concerns, including decreasing enrollment, retaining graduating students in WV, the Hunger Free Campus Act legislation, and other state-wide service initiatives.

MINUTES OF MARSHALL UNIVERSITY FACULTY SENATE MEETING

HELD ON NOV 30, 2023, AT 4:00 P.M.

STUDENT CENTER – BE 5 – IN-PERSON

Saturday, Nov. 4

V. Dr. Corley Dennison, Vice Chancellor for Academic Affairs, anticipated that 25% of the House is retiring this year and the governor's office spot will be open. In terms of declining numbers, Dr. Dennison discussed population growth; some states are growing, but WV is not. Data from the US Census Bureau indicate that we are having fewer children, and the prediction is that numbers will level off and start dropping again into the 2030s.

VI. Dr. Dennison's report was followed by a discussion of AI and ChatGPT; a few institutional concerns from the respective institutions were also shared. We concluded the retreat with a discussion of legislative concerns and a business meeting that included a discussion of agenda items for the next meeting, which is scheduled for January 19 at 1 p.m.

Questions for ACF Rep: None.

e. **Graduate Council** – Scott Davis (5 mins) – Written report ☒
1. The next Graduate Council Meeting is tomorrow December 1, 2023, at 1:00 PM in MSC 2w16b. There is also a Teams link on the GC website for virtual attendance.

2. The Graduate Council, Academic Planning Committee is recommending approval of four (4) policies that affect graduate education. These include:

a. A new, streamlined approval process for new programs (i.e., ITP and Program Creation). The new process will significantly increase the pace of new Graduate program approval. A comparable process for undergraduate program approval is being reviewed by the UCC and the Faculty Senate.

b. Modifications to the Graduate Admissions policy in the Graduate Catalog, concerning Conditional and Provisional Admissions. The current practice is that programs cannot accept students provisionally or conditionally unless the program has already "opted in" with language in their program-specific admissions criteria in the catalog. The newly revised policy would allow programs to accept students conditionally/provisionally unless the program has specifically stated otherwise in their program-specific admissions language.

c. Proposed alterations to Graduate International Admissions requirements concerning transcripts. The change would allow international students who have earned a bachelor's degree from a non-U.S. institution and a graduate degree from a U.S. institution to be fully admitted by providing the official transcripts for the graduate degree and any subsequent degrees. These students would not need to provide the official transcript for the international bachelor's degree.

MINUTES OF MARSHALL UNIVERSITY FACULTY SENATE MEETING

HELD ON NOV 30, 2023, AT 4:00 P.M.

STUDENT CENTER – BE 5 – IN-PERSON

d. Proposed adjustments to the definition of full-time status for summer graduate students. This proposal would define a full-time summer course load as six credit hours. This would mean a half-time summer load would be 3 hours. This change would put us in line with some of our peers and would align the definition of a full-time summer load with a reasonable amount of effort (6 hours).

3. The Graduate Council Executive Committee will present a motion to implement the new apportionment provision of the GC bylaws. Existing AT Large Members with a 2026 term will remain on the CG through their term. The COEPD will add one new seat in 2024. In 2026, the LCOB and the COHP will gain an additional seat and COEPD will gain two additional seats.

4. The GC Planning Committee is also reviewing several other policies one of these is the Cross-Level Linked 400/500/600-level courses

Question for the GC: None.

f. **Student Government Association** – Walker Tatum (5 mins) – Written report ☐
    SGA working with administration and the Senators.
    Met with the ACF – working together.
    Held fountain ceremony - Lots of people in attendance.
    SGA meetings will start back on Jan 9.
    Meeting with Advisory Council of Students and the HEPC – discussed expectations for the legislative session coming up.
    Working with the food pantry in the Thrift Store initiative.
    Over 1000 individual donations during the month of service through the student government – given to community.
    SGA working on – the resource center on the website to bring all resources onto one page to allow students to access easily.
    Battle of the food fights with the Sunbelt Conference Schools.
    Working on a survey with the Advisory Council of Students, currently in draft, that focuses on retention for not only universities, and institutions in the State of WV. Will be shared after IRB approval – encourage students to fill out.
    Statewide service initiatives – Drive home the Hunger-free campus act. Getting ready to lobby in Charleston. Will have a meeting with the HEPC on Dec. 15th at 9:00 am.

Questions for SGA – None.

MINUTES OF MARSHALL UNIVERSITY FACULTY SENATE MEETING

HELD ON NOV 30, 2023, AT 4:00 P.M.

STUDENT CENTER – BE 5 – IN-PERSON

6. **Standing Committee Reports**:

Committee	Report by:	Report Specifics
a. Faculty Personnel Committee	Jamey Halleck (4 mins)	Written report received (if checked) ☒ The faculty personnel committee met on October 4th and on November 17th. ▪ At the October meeting, new business consisted of discussion of the following items: ▪ · As written MUBOG Policy No. AA1 doesn't allow for the Dean or a Department Chair to deny a sabbatical. ▪ · Grievance policy was discussed. It was noted as an example that a faculty member may not know how to handle a grievance if filed against a superior such as a Chair or Dean due to fear of retribution or retaliation. ▪ Chair of committee is to discuss with executive committee about writing new or updated changes in policies. ▪ Additionally, it was noted that the committee had requested salary data in September from HR to review (per faculty constitution charge) and unfortunately that data has not yet been provided. ▪ At the November meeting sabbatical requests were reviewed for approval.
b. Legislative Affairs Committee	Marybeth Beller (4 mins)	Written report received (if checked) ☐ ▪ LAC Has not met. Will meet sometime in Jan 2024 – date to be determined. ▪ FS will meet on Jan 18; legislative session starts on the 10th. – to keep up with the bills introduced in the session, updated nightly on the web page of the legislature. Metro news does a good job electronically of tracking bills as they are moving. Public broadcasting website is also good, but update is slower than Metro News. ▪ Legislative agenda – CRT will be a big policy in the next session.

c. **Research Committee**	Philippe Georgel (4 mins)	Written report received (if checked) ☒ RC met Oct. 19, and Nov 27th 5 points discussed on Oct. 19th – - Change in general procedure for the committee to work - Chair suggested to consider election of a vice-chair to help distribute the task with the committee that will be discussed again at the next meeting early next year in 2024. - Budget & Meeting scheduling – Estimate budget for Quinlan between $12000 - $15000 being discussed and will be sorted out shortly – In order to accommodate increased applications to Quinlan, committee is planning on meeting more frequently, 3x per semester as a better way for ensuring distribution was done appropriately. First cycle meeting – November 1st, then January 1st, and March 1st of 2024. 2nd cycle meeting on April 1st for Quinlan applications, Research Committee Summer Research award, and Summer Schedule awards if needed. If there are more applications, then the committee may consider meeting more frequently just to ensure accommodating increased applicants, and streamline the process of funding. Since funding requests exceed funding available from the university, may need to be more stringent in selecting awardees - Vote for Award (Oct. 19) - Quinlan 29 applications received (COS, COB, Education, COHP, COLA) – Research Committee budget was ~ $2000. 3 applicants from COLA and one from COS. All 3 applications approved. Student Scholar budget $3000 – 6 applicants requesting total of $1500 (2 from CECS, 4 from CAM). At final vote which was held electronically on Nov. 27 – out of 29 applications, 15 awarded

		$500.00; 1 awarded $400; 1 awarded $250 for total of $8225.00 Remaining budget of ~ $6000 will be awarded during the Spring cycle. Summer Research award to be decided at a later time, perhaps early January. - Committee decided to form a subcommittee to generate better process for reviewing, awarding Quinlan and Summar Scholars funding. Volunteers for the subcommittee – Shannon Wells (COS), Richard Egleton (SOM), Victoria Liang (SOPT), July Snyder-Yuly (COLA). - Committee decided as a potential schedule to meet every month if extra meeting are necessary. - Move as much as possible to in-person meetings.
d. **Student Conduct & Welfare Committee**	Penny Koontz (4 mins)	Written report received (if checked) ☐ Committee has not met. Penny Koontz indisposed. No report.
e. **Faculty Development Committee**	Timothy Melvin (4 minutes)	Written report received (if checked) ☐ The UCC Liaison Report provides the actions of the UCC at both the October 20th and November 17th meetings. Dr. Jonathan Kozar, chair, established a quorum. * Items approved on October 20, 2023 ** Items approved on November 17, 2023 **COLLEGE OF ARTS & MEDIA** | **Courses**	
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Course Addition	ART 321** ART 327** ART 328** ART 329** ART 330** ART 433** ART 434**	

QUORUM = 31

		Course Change	AM 299**
		Major or Degree Program	
		Addition	BFA, Filmmaking**
		Area of Emphasis	
		Change	Television and Video Production *
		COLLEGE OF EDUCATION & PROFESSIONAL DEVELOPMENT	
		Courses	
		Course Addition	CI 407** CI 451** CI 453** CISP 442** ECE 432**
		Course Change	CI 470** CI 471** CI 472** EDF 218**
		Course Deletion	
		Major or Degree Program	
		Change	Elementary Education** Secondary Education**
		Area of Emphasis	
		Change	Art Education**
		COLLEGE OF ENGINEERING & COMPUTER SCIENCES	
		Courses	
		Major or Degree Program	
		Change	TC30BS: Computer and Info Tech*
		COLLEGE OF LIBERAL ARTS	
		Courses	
		Course Addition	HST 313* HST 210** SCLA 102**

		Course Change	HST 392* HST 431* PSC 381** PSC 382** PSC 420** PSC 431** PSC 454**	
		NOTES: **Tabled for Political Science:** Undergraduate Major Addition in Public Administration & Policy**		

COLLEGE OF SCIENCE

Courses	
Course Addition	MTH 310** MTH 311**
Minor	
Addition	Natural Resources and Recreation Management*

HONORS COLLEGE

Courses	
Course Addition	HON 490*
Course Change	HON 300**

DIVISION OF AVIATION

Courses	
Major or Degree Program	
Change	BS, Professional Pilot**

UNIVERSITY STUDIES (UNI)

Courses	
Course Addition	UNI 204* UNI 280-284* UNI 301* UNI 302* UNI 480-484* UNI 485-488*

MINUTES OF MARSHALL UNIVERSITY FACULTY SENATE MEETING

HELD ON NOV 30, 2023, AT 4:00 P.M.

STUDENT CENTER – BE 5 – IN-PERSON

7. **Other Requests to Speak** –None.
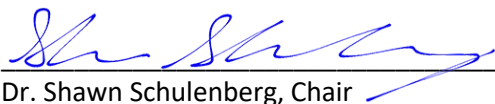
8. **Adjournment:**

Motion to adjourn – MSAP. Meeting was adjourned at approximately 17:13 hours (5:13 pm).

Respectfully Submitted,

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Dr. Sujoy Bose, Recording Secretary
Faculty Senate

MINUTES APPROVED BY SENATE:

_____   January 18, 2024_____
Dr. Shawn Schulenberg, Chair   Date Signed
Faculty Senate

MINUTES READ:

_____   January 19, 2024_____
Brad Smith, President   Date Signed
Marshall University