

Faculty Senate Minutes

Monday, December 4, 2023, 3:10 p.m., Zoom

Senate Roster for 2023-2024:

Austin Showen (MUSC), Haley Albright (CHEM), Robert Anthony (SCCJ), James Broomall (HIST), Court Company (BIOL), Larry Daily (PSYC), Rhonda Donaldson (LIB), Tuncer Gocmen (ECON), Karen Green (SOWK), Max Guirguis (PSCI), Osman Guzide (CME), Melissa Hall (RSES), Brenda Johnston (NURS), Heidi Hanrahan (ENGL/LANG), Belinda Mitchell (EDUC), David Modler (ART), Sytil Murphy (DEPS), Robert Richardson (BADM), Cindy Vance (ACCT), Kevin Williams (COMM), Max Guirguis (ACF).

Officers: Heidi Hanrahan (President), Belinda Mitchell (Secretary), Larry Daily (Parliamentarian)

Meeting Schedule (2023-2024): 8/28/23, 9/18/23, 10/2/23, 10/16/23, 11/6/23, **12/4/23**, 2/5/24, 2/19/24, 3/4/24, 3/18/23, 4/1/24, 4/15/24

Called to order 3:10pm

Austin Showen	MUSC	Present
Haley Albright	CHEM	Present
Robert Anthony	SCCJ	Present
James Broomall	HIST	Present
Courtney Company	BIOL	Present
Larry Daily	PSYC	Present
Rhonda Donaldson	LIB	Present
Tuncer Gocmen	ECON	Present
Karen Green	SOWK	Present
Max Guirguis	PSCI	Present
Osman Guzide	CME	Present
Melissa Hall	RSES	Present
Brenda Johnston	NURS	Present
Heidi Hanrahan	ENGL/LANG	Present
Belinda Mitchell	EDUC	Present
David Modler	ART	Present
Sytil Murphy	DEPS	Present
Robert Richardson	BADM	Absent
Cindy Vance	ACCT	Present
Kevin Williams	COMM	Present

I Approval of November 6, 2023 Minutes /Approved M/S/U

III. Committee Reports

Assembly Committees and Representatives

- A. Admissions & Credits (Senator Green) **NR**
- B. Curriculum & Instruction (Senator Daily) **See Appendix**
- C. Core Curriculum (Tim Nixon) **See Appendix**
- D. Advisory Council of Faculty (Senator Guirguis) **See Appendix**

Faculty Senate Committees and Representatives

- E. Library Liaison (Senator Donaldson) **NR**
- F. Professional Development, Faculty Salary, and Welfare (Senator Anthony) **See Appendix**
- G. Scholarship & Awards (Senators Vance and Murphy) **See Appendix**
- H. Senate Bylaws (Senators Anthony, Guirguis, and Mitchell) **NR**

I. Washington Gateway (Senator Modler) **NR**

External Committee Representatives

J. Calendar Committee (Senator Gocmen) **NR**

K. Diversity & Equity Committee (Senator Hall) **NR**

L. Enrollment Management Committee (Senator Broomall) **NR**

M. Graduate Council (Senator Williams) **NR**

N. Student Success Committee (Senator Campany) **NR**

O. Technology Oversight Committee (Senator Guzide) **NR**

Other Committees

P. Budget Advisory Council (Senator Campany, Senator Williams, Senator Modler) **NR**

Q. Internationalization Advisory Council (Senator Modler) **NR**

R. Threat Assessment Task Force (Senator Albright and Senator Murphy) **NR**

III. Revision to Course Withdrawal Form

Senate voted and endorsed the revision of the course withdrawal form.

IV. Composition/Structure of Senate, C&I, A&C, and Core Curriculum committees beginning Fall 2024

The Senate voted and endorsed new compositions and structures for several committees beginning in Fall 2024.

Admissions and Credits: Beginning Fall 2024, each college will send three members to the Admissions and Credits committee. A college cannot elect more than one member from a school or department. The Senate will elect a committee chair.

Curriculum and Instruction: Beginning Fall 2024, each department or school will send one member to the Curriculum and Instruction Committee, as will the Library. The Senate will elect a committee chair.

Core Curriculum: Beginning Fall 2024, each department or school will send one member to the Core Curriculum Committee. Each college will also elect an equal number of “at large” members. The Library will also elect a representative

Faculty Senate: Beginning Fall 2024, each department or school will send one member to the Faculty Senate. Each college will also elect an equal number of “at large” members, plus a member elected from the Library, plus the ACF representative.

V. Discussion of and Preparation for December 14, 2023 BOG meeting

Senate was asked to note time change and encouraged to attend 12/14 BOG meeting as well as submit public comments if they so wish.

VI. Proposed Change to Scholarship and Awards Committee Mission Statement (Senators Vance and Murphy)

The senate voted and endorsed the following proposed changes for Scholarship and Awards committee:

The Scholarship and Awards Committee devises the criteria and appropriate ceremonies for the citation of McMurren Scholars, develops appropriate methods for recognizing outstanding academic scholarship and manages the Faculty Scholarship. Membership includes two voting faculty representatives from each College, serving a two-year term, a voting chair(s), and three non-voting members including the Provost, the Foundation Executive Vice-President, and a representative from the McMurren Association.

Bylaws of the Shepherd University Faculty Senate

VII. Proposal to Endorse New Policy: An Earned AA/AS Degree as Evidence of Completion of the Core Curriculum

The senate voted and endorsed the following new policy:

Holders of a baccalaureate, associate of arts, or associate of science degree from Shepherd University or any other regionally accredited institution will not need to be re-evaluated for meeting the Core Curriculum (except where the academic program requires specific Core Curriculum coursework). Holders of the AAS or RBA degree (or similar programs) will continue to be evaluated for Core Curriculum requirements.

VIII. Proposed Revision to Sabbatical Leave

Senator Anthony shared revisions to sabbatical leave policy and asked Senators to share with departments/schools. Feedback was requested to be sent directly to Senator Anthony.

IX. Commencement Speakers

Senators were asked to share any ideas for 2024 commencement speakers

X. Announcements

A. Board of Governors Meetings Schedule (Storer Ballroom of Student Center)

- 12/14/23, 3:00 p.m.
- 2/15/24, 4:15 p.m.
- 4/18/24, 4:15 p.m.
- 6/6/24, 4:15 p.m.

Adjournment: 4:55pm

Appendix 1: Committee Reports

Curriculum and Instruction:

On 11/13/23, C&I voted to endorse the proposal to accept an earned AA/AS degree as evidence of completion of the core curriculum.

We also voted to endorse a new C&I structure of 1 representative from each department, the Senate elected chair, and a library representative.

Report submitted by Dr. Larry Daily

Core Curriculum:

The Core Curriculum Committee held its second meeting of the academic year on Wednesday, November 15th. Dr. Jason Best attended the meeting to answer members' questions about the 2023 - 2028 Strategic Plan. The Core Curriculum Committee is being asked to consider "how the

liberal arts are realized at Shepherd University." A package of three proposals introducing year-long student teaching courses was approved after its second reading. The Core Curriculum Committee approved a proposal for students transferring into Shepherd with an AA or AS from an accredited institution to be considered as having fulfilled their Core Curriculum requirements, except for any course work specified for a given major. Finally, the Committee was asked to consider a proposal that confers FYEX credit onto incoming Veterans. The conversation on that matter will need to continue in the new year.

Report submitted by Dr. Timothy K. Nixon

Professional Development, Faculty Salary and Welfare:

Proposed Changes to Sabbatical leave were shared, senators were asked to send feedback from Schools/Departments directly to Rob Anthony to share with Richie Stevens

Scholarship & Awards:

1) The Committee met on December 1, 2023 via Zoom. The following members (including ex-officio) were present: Dr. Cindy Vance (co-chair), Dr. Sytil Murphy (co-chair), Dr. Craig Cline, Dr. Zahra Pourabedin, Dr. Zachary Musselman, Dr. Yu-Hsuan Liao, Dr. Melissa Hall, Dr. Brooke Comer, Ms. Valerie Wright (guest). The

following members (including ex-officio) were absent: Ms. Katie Swayne, Rob Tudor, and Sherri Janelle.

2) Cindy stated that the Senate will review the recommended change to the committee's mission statement on December 4. The minor change is changing the word "School" to "College" to match the new academic restructuring.

3) The Committee revisited the hood/stole/sash discussion. Cindy presented pictures of the custom sash from the bookstore. The committee decided that it did not like the sash or the idea of a customized stole as some students have multiple stoles and cords. The pendant/medallion was not an option based on the cost, which was double the hood cost. The committee would like to replace the current hood with a customized McMurren Scholar hood using the Shepherd colors for the lining. Cindy will reach out to Tina for a few sample designs.

4) Sytil will email faculty the solicitation email for contributions to the Faculty Scholarship Fund and update the scholarship application form to email to faculty before the semester ends.

5) The committee discussed the Last Lecturer candidates. Dr. Legreid had the most votes and was invited to present. She declined as she will not be available the day of convocation. Another vote was held, and Dr. Hulse received the most votes. Cindy will send him an invitation.

6) The group agreed to continue with Zoom for the February and March meetings and to hold an in-person meeting at the Frank Center for the April meeting to make sure everyone is prepared for the duties assigned at the Frank Center on Convocation day. Everyone agreed with the first Friday of each month at 3:00 p.m. Yu-Hsuan reserved the Frank Center room 129 for the April 5th meeting. Cindy will send out the appointment requests.

Report submitted by Dr. Cindy Vance