

Faculty Senate Minutes

Monday, February 5, 2024, 3:10 p.m., Face to Face

Senate Roster for 2023-2024:

Austin Showen (MUSC), Haley Albright (CHEM), Robert Anthony (SCCJ), James Broomall (HIST), Court Campany (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 Campany	BIOL	Present
Larry Daily	PSYC	Present
Rhonda Donaldson	LIB	Present
Tuncer Gocmen	ECON	Present
Karen Green	SOWK	Absent
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 December 4, 2023 Minutes /Approved M/S/U

II. Athletics Division Financial Prospectus: Dr. Scott Barton and Dr. Jason Best

Dr. Scott Barton and Dr. Jason Best visited the Senate to answer questions about the Athletics Division Financial Prospectus. They will return at a later point in the semester when additional datasets become available.

III. Experiential Learning Survey: Dr. Amy DeWitt

Dr. Amy DeWitt shared a draft of a survey that will be used to measure experiential learning happening in classes. Senators were charged with sharing that draft with schools/departments and gathering feedback by the next meeting (2/19).

IV. Committee Reports

Assembly Committees and Representatives

- A. Admissions & Credits (Senator Johnston) **NR**
- B. Curriculum & Instruction (Senator Daily) **See Appendix**
- C. Core Curriculum (Tim Nixon) **NR**
- 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) **See Appendix**
- M. Graduate Council (Senator Williams) **See Appendix**
- N. Student Success Committee (Senator Campany) **See Appendix**
- 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**

V. Proposed Changes to Sabbatical Leave Policies (Senator Anthony)

Senators were asked to send feedback to Rob Anthony. There were questions still needing to be answered by Richie Stevens. Topic will be on next meeting agenda.

VI. Faculty Handbook/Constitution Updates re: Committees after Restructuring (Senator Hanrahan)

Minor logistical revisions were made to the committee restructuring sent to Richie Stevens.

VII. Board of Governors Meeting Preparation/Discussion (Senator Hanrahan)

The Senate endorsed the following resolution:

We are grateful for Eric Lewis's service to Shepherd as a member of the Board of Governors. However, his term ended in June 2023. As West Virginia state statutes recognize and require, term limits are crucial to a healthy and effective Board. Thus, we respectfully request that Mr. Lewis step away from the Board, a decision that will help expedite the seating of a new member.

VIII. Tuition Waiver Policy for Dependents (Senator Hanrahan)

The Senate began a discussion of requesting several possible changes to tuition waivers for faculty/staff dependents. At minimum, we are interested in changes that allow some form of waiver to be available to part-time students who are faculty/staff dependents.

IX. Password Reset Policy (Senator Guirguis)

The Senate began a discussion about the password reset policy of every 6 months. More information will be gathered and brought back to continue to discuss at the next meeting.

X. Brightspace OLA/OLS Template Mandate (Senator Hanrahan)

The Senate discussed the OLA/OLS Brightspace template mandate policy. Some senators voiced concerns over the specifics of the mandate itself, though many others argued they were reasonable and best practices. However, we expressed disappointment that faculty were not more involved in the process.

XI. Administrative Alignment Updates (see President's 1/8/24 email)

No Concerns were voiced by the Senate

XII. Announcements

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

- **2/15/24 at 3:00 (note time change)**
- 4/18/24 at 4:15
- 6/6/24 at 4:15

Adjournment: 5:30pm

Appendix 1: Committee Reports

Curriculum and Instruction:

C&I met on January 22. At that meeting we approved changes required by the state to the Education program and the addition of Homeland Security programs (concentration, minor, and certificate). We also approved on a first reading deletions of Information Literacy classes that have not recently (if ever) been offered. First readings were conducted for changes from Communications, Recreation, Sport, and Exercise Sciences, and Social Work. C&I members also bid farewell to Donna Semler.

Finally, as announced in an email to the Faculty mailing list, due to a larger than normal volume of proposals due to academic prioritization, C&I will hold an extra meeting this semester. We'll be meeting on March 25.

Report submitted by Dr. Larry Daily

Advisory Council of Faculty:

The Advisory Council of Faculty (ACF) held a virtual meeting on January 19, 2024. Much of the discussion focused on the legislative session that began on January 10, 2024. Below are the key points and takeaways from the meeting.

1. State of Tenure at CTCs The ACF Chair, Eloise Elliott, reported attending the Community & Technical College (CTC) Council meeting on December 7, 2023, where she conveyed the concerns of CTC faculty about the current state of tenure at two-year institutions. WV Code limits the number of tenured and tenure-track faculty to “no more than twenty percent of full-time faculty” employed by a CTC. The rationale behind the cap was that non-tenure-track contracts would give CTCs the flexibility to meet the changing needs of students and the labor market. The lack of tenure, however, has made it rather difficult for CTCs to recruit and retain instructors in science, technology, and other rapidly growing fields, which affects the strength of various academic programs. This problem is not being addressed because hardly any newly hired faculty member is offered a tenure-track position. Even when tenured faculty leave or retire, they are typically replaced with non-tenure-track faculty. Dr. Elliott articulated the same concerns at the HEPC meeting of December 15, 2023, in hopes that the Commission would work with the Council to bring tenure back to the two-year system.
2. New DEI Bill Still Expected The ACF Chair reported asking Travis Mollohan, WVU’s Director of Government Relations, about the anticipated DEI bill. Mr. Mollohan believes that the new bill will be more comprehensive than the previous bills that did not progress to the legislative finish line. Though details are still scant, institutions concerned about this bill may want to start preparing documentation on the potential impact of banning DEI initiatives on academic majors, accreditation standards, and grant obtainment. This data could at least serve as a basis for granting educational 2 programs a special exemption from the bill, should the legislature be bent upon passing it notwithstanding the institutional opposition.
3. No Tenure Bill on the Horizon It was reported before the legislative session that a bill might be introduced to abolish or reform tenure in higher education. Contrary to expectations, however, no

tenure bill has yet been introduced in either house. Although the deadlines for introducing bills in the House and Senate are a few weeks away (February 13th and 19th, respectively), it is possible that no such bill will be put forward this year, as the legislature seems to have turned its attention to matters of greater urgency and consequence. Indeed, the flood of bills filed early in the session should keep lawmakers preoccupied in the weeks ahead.

4. No Appropriations for Campus-Carry The Campus Self-Defense Act (SB-10), which takes effect on July 1, 2024, will most likely be an unfunded mandate. To date, the funding for this act has not materialized, and there is no indication that the legislature will appropriate funds for it, although the state is on track for a surplus in the current fiscal year. This means that institutions will foot the bill for the implementation of the act, which includes keeping firearms out of the statutorily excepted locations and providing secure storage space for firearms. More police officers may also have to be hired to enhance campus security and address safety violations expeditiously. Institutions are urged to keep asking the legislature to provide the necessary funding.

5. PEIA Premium Hike and Possible Pay Raise PEIA Finance Board has approved a 10.5 percent rate increase on December, 7, 2023. Governor Jim Justice has proposed a five-percent pay raise to help offset the upcoming jump in health insurance costs. As with the past four pay raises, this fifth pay raise will be calculated as a percentage of the average public employee salary, which is lower than \$50,000. The governor has also expressed his support for a bill that would give school teachers a significant pay raise of \$5,000. These proposals, which reflect broad optimism about the state's fiscal prospects, are likely to face an uphill battle in the legislature, given the prevailing preference for tax cuts over salary increases. But even if a pay raise bill is passed, higher learning institutions may not receive sufficient state funds to provide the full pay raise to all employees.

6. Select Committee on AI The House of Delegates has created an eleven-member Select Committee to look into the issue of artificial intelligence (AI) from different perspectives and determine whether a statewide policy is needed. AI has commanded much attention since the launch of the generative text platform ChatGPT in November 2022. The Committee will hold hearings and call upon experts in the field to testify about the benefits and risks of AI, which is seen as a double-edged sword that can be used in both productive and destructive ways. The Committee will meet during the legislative session and furnish its findings and recommendations to the House Speaker. On a related note, U.S. Senator Shelley Moore Capito of WV proposed an AI transparency and accountability bill in Congress in November 2023. It is possible that the House Select Committee may propose similar legislation at the state level. Regardless of the legislative outcome, institutions concerned about the potential misuse of AI technology can establish an ad hoc committee to develop a baseline AI policy and update the Student Handbook rules.

7. Two-year Degrees at Four-Year Institutions? As enrollment in bachelor's degree programs has declined in recent years, four-year institutions have been mulling over ideas to reverse this trend and boost freshman admissions. One such idea has apparently found expression in SB 334, which allows West Virginia State University and Bluefield State University to offer associate degrees without the approval of the HEPC and the CTC Council. A notable restriction contained in the bill is that neither institution may offer an 4 associate degree program that is already offered by a CTC located in the same area. A number of four-year institutions are waiting to see what sort of reception the bill will receive in the legislature.

8. Alternative College Admission Test An education bill (HB 4819) introduced on January 16, 2024 requires higher education institutions in West Virginia to accept the Classic Learning Test (CLT) as a college entrance exam equivalent to the SAT and ACT. Structured like the SAT and ACT, the CLT consists of three sections: Quantitative Reasoning, Verbal Reasoning, and Writing. However, as the name implies, the CLT places particular emphasis on areas of study common to classical education, such as history, literature, and philosophy. A committee hearing for this bill has not

yet been scheduled. 9. Hunger-Free Campus Act Reintroduced The WV Advisory Council of Students has sought the ACF's support in urging the legislature to pass the Hunger-Free Campus Act (SB 578). Many public institutions already offer need-based food assistance programs, which are funded by institutional resources, local donors, or external grants. The HungerFree Campus Act would stabilize the funding stream by requiring the HEPC to create a grant program specifically for campus pantries and food banks. Despite its worthy purpose, the bill has a low likelihood of success, as it died in the 2022 and 2023 sessions due to an appropriation requirement of \$1 million. 10. New Course-Sharing Initiative The HEPC will launch a course-sharing pilot program in Spring 2025 with the goal of helping two-year and four-year institutions support each other's academic needs in a constrained fiscal environment. At present, two-year institutions are hard-pressed to attract and retain science instructors, while four-year institutions are hard-pressed to offer education courses in an economically feasible manner. By working together, institutions can leverage their respective capabilities to address these issues effectively while conserving financial resources. Utilizing the online learning forum WVROCKS, the pilot program will allow two-year and four-year institutions to share courses that students in both systems can take remotely to make timely progress toward degree completion. Continuation of this collaborative partnership will depend largely on student interest and institutional feedback.

Respectfully submitted, Max Guirguis, PhD Professor of Political Science Shepherd University Shepherdstown, WV

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, No Release/Reassignment time available, No Summer Stipends available

Scholarship & Awards:

The Committee met on February 2, 2024, via Zoom. The following members (including ex-officio) were present: Dr. Cindy Vance (co-chair), Dr. Sytil Murphy (co-chair), Dr. Rob Tudor, Dr. Craig Cline, Dr. Zachary Musselman, Dr. Yu-Hsuan Liao, Dr. Melissa Hall, Dr. Brooke Comer. The following members (including ex-officio) were absent: Dr. Zahra Pourabedin, Katie Swayne, Valerie Wright, and Sherri Janelle.

2) Cindy stated that the Senate passed the recommended change to the committee's mission statement on December 4. The change was a change of the word "School" to "College" to match the new academic restructuring.

3) Cindy announced the Dr. Colleen Nolan accepted the Last Lecture invitation from the committee. Both Dr. Legreid and Dr. Hulse were asked, but both declined the invitation.

4) Sytil emailed faculty the solicitation email for contributions to the Faculty Scholarship Fund and emailed the updated scholarship application form to faculty.

The scholarship application deadline is March 1. Barbara Kandalis updated the webpage for the faculty scholarship criteria changes and contact information <https://www.shepherd.edu/senate/faculty-scholarship-fund/>. The faculty brochure/application includes a list of donors to the Faculty Scholarship Endowment. This was not updated before the email was sent, which created conversation on the scholarship application process. Much discussion was held on how to streamline the process and possibly move the application to an online form with donor information displayed on the website and eliminate the brochure. Cindy suggested a subcommittee of the Scholarship & Awards committee to work on this. Cindy, Sytil, and Craig volunteered to be on the committee. Cindy will also invite Sherri Janelle (Foundation representative), Barbara Kandalis (webmaster), and Jessica Binkley (Financial Aid representative) to a subcommittee meeting to discuss streamlining the scholarship process.

5) Cindy reviewed the Convocation task list with the group. All is on track as of now for the Convocation planning. Katie is working with Aramark for catering and getting tents

from Athletics for the reception. Cindy announced that the McMurren Scholar Advisory Board approved \$1000 again this year for the reception. Hence, we will be able to have a nice reception for the scholars again this year. Brooke has reserved the Wellness Center arena for the reception in case of rain.

6) Cindy reviewed the list of McMurren Scholar candidates from the Registrar's office with the committee. The committee agreed to include 2 full-time students on the McMurren Scholar eligibility list due to having less than 12 FT hours each semester. The 2 students are full-time students but are taking graduate credit hours in the 4+1 program. The committee did not believe that they should be penalized for taking the graduate courses as most of the classes fulfill undergraduate required courses. Cindy emailed the list of eligible candidates to the department chairs/directors on Friday, February 2 with a due date for nominations of February 23. There are 63 eligible students this year. The department chairs/directors are to complete the nomination form for each student nominated and select a citation writer and presenter. The nomination forms are to be returned to Cindy. The goal is to have the scholars notified on Friday, March 8.

7) The Committee revisited the customized hood discussion. Cindy stated that Tina Miller said the customized hood would include Gold for the velvet lining, which would represent Shepherd colors – Blue Hood with Gold lining. After much discussion, the committee did not want to use a Gold lining as Gold is representative of a discipline. Sytil suggested that we use a White lining as white is the color for Arts, and this would stand for the “liberal arts” degree at Shepherd in addition to standing out. All scholars would have a white lining. Cindy agreed to discuss this

option with Tina and to see if she had other ideas. The committee liked the idea of a white velvet lining so all scholars would have the same hood to stand out.

8) Cindy requested a change in the meeting date of the next meeting from March 1 to March 8. The committee agreed. Cindy will revise the meeting appointment.

Report Submitted by Dr. Cindy Vance

Enrollment Management:

Met last Friday, FAFSA delays were discussed, it was made clear to all involved that it's a national issue

Graduate Council:

DNP: MSN-prepared, licensed nurse practitioners will enter DNP as level 3 students.

2. M.Ed. teaching: Intent to plan: develop an alternative track to certify teachers. Undergraduate students take two masters-level courses to build toward and MA.

3. M.Ed. Leadership: Intent to plan: Educational and curriculum instruction. Create a new program, take CSDA and C&I for masters.

4. Accelerated 4+1 catalogue descriptions: Create a single 4+1 description to simplify and make consistent catalog descriptions. Each program gets a page with a unified description of the 4+1 program, before the program particulars are laid out.

5. Graduate council changes to the SU constitution: Remove prior Dean of Professional Studies

Report Submitted by Dr. Kevin Williams

Student Success:

Changes in Tutor.com, Tutor WV were discussed. Access to tutoring in Brightspace, Tutor WV for 100 level courses, Amy Dewitt will be sending a campus email out detailing the changes.

