



# SHEPHERD UNIVERSITY

**Assembly Agenda**  
**Monday, September 08, 2025**  
**4:10-5:30 p.m. Erma Ora Byrd Hall, Room 117**

- I. **Call to Order** – Moderator, Dr. Larry Z. Daily
- II. **Approval of the Minutes of the Spring 2025 Assembly Meeting**  
See [https://www.shepherd.edu/assembly/assembly\\_minutes](https://www.shepherd.edu/assembly/assembly_minutes)
- III. **President's Report** – Dr. Mary J.C. Hendrix
- IV. **HLC Update** – Dr. Jason Best
- V. **Summary Reports to the Assembly**
  - a. Classified Employees Council Report (Appendix A) – Barbara Kandalis
  - b. Advisory Council of Classified Employees (Appendix B) – Yulia Friman
  - c. Advisory Council of Faculty (Appendix C) – Dr. Max Guirguis
  - d. Faculty Senate (Appendix D) – Dr. Larry Z. Daily
  - e. Student Life Council (Appendix E) – Jacob Mellow

## **Appendix A**

### **Classified Employees Council Report**

**Elections:** The CEC held our biennial elections in the spring. We reelected the CEC chair - Barbara Kandalis and our representative to the state Advisory Council of Classified Employees (ACCE) – Yulia Friman. In addition, we elected a new Board of Governors (BOG) Representative – Ms. Danielle Stephenson. We also elected several new representatives for each employee category, which can be seen on our webpage.

**Scholarships:** Classified Employees' Children's Scholarship Fund awarded 3 students with scholarship money for the 2025-2026 academic year. We had one CEC employee's student and two non-CEC employee students who received the awards.

**Technology Oversight Committee:** The Classified Employee Council now has a representative on the Technology Oversight Committee (T.O.C). Nazahne Ross-Veach will represent the CEC on this important committee.

**PEIA:** The continuing cost increases with the lack of annual raises continue to be a concern, not only with premiums but with copays and decreased coverage. These cost changes impact the members of CEC comparatively on campus.

**Classified Employees Council Constitution:** We will update our constitution in the coming months due to changes from the state that will impact our terms of office for specific representatives, such as our BOG representative.

<https://www.shepherd.edu/cec/cec-meeting-information>

**Appendix B**  
**Advisory Council of Classified Employees Report**

No report

## **Appendix C**

### **Advisory Council of Faculty Report**

The Advisory Council of Faculty (ACF) held a meeting in July 2025 that focused mostly on administrative items, such as officer elections, new member introductions, and the fall retreat planning. Dr. Chris Rasmussen, the Vice Chancellor for Academic Affairs of the Higher Education Policy Commission (HEPC), provided several updates that can be summarized in five points:

- 1) Dr. Corley Dennison, the former Vice Chancellor of the HEPC, has been appointed interim president of Southern West Virginia Community & Technical College. The temporary appointment was made after the WV Council for CTC Education placed the previous president, Dr. Pam Alderman, on paid administrative leave in April 2025. Dr. Chris Treadway, Vice Chancellor of the CTC Council, explained that this drastic measure was necessitated by “repeated instances” of failing to follow established procedures and a “pattern of behavior” that “disrupted institutional operations” and “placed the college’s accreditation at risk.”
- 2) Institutional and HEPC leaders met at Stonewall Resort in May, and will hold another meeting in the fall in preparation for the 2026 legislative session. Institutions are encouraged to bring issues, concerns, and suggestions to the meeting for discussion. The HEPC will use the shared information to identify policy priorities and advocacy opportunities. As the state-level body for educational policy and rulemaking, the HEPC actively works with legislators during the legislative session to advance the interests of higher education in the state.
- 3) To date, the HEPC has run nine grant cycles to support the development of Open Educational Resources (OER). Going forward, the HEPC will start offering block grants to institutions in an attempt to promote an OER culture. The grants will give institutions the capacity and latitude to equip their faculty with the necessary tools to access and use OER materials in their courses.
- 4) Governor Patrick Morrissey is expected to call a special legislative session sometime this month, primarily to address the financial stress in the Public Employees Insurance Agency (PEIA). The governor wants to work with the legislature on finding a long-term solution to PEIA’s funding challenges. The last fiscal year ended with a significant surplus of \$338.5 million, which puts the state in a favorable position to shore up the finances of PEIA.

5) The Great Teachers Seminar was held in June at North Bend State Park. The focus of this year's seminar was innovations and challenges of instruction in higher education. Several ACF members reported that it was a great "immersion experience," where faculty members with different experience levels heard and learned from each other. Sponsored by the HEPC, the Great Teachers Seminar is open to faculty from all disciplines and all institutions of higher education in West Virginia.

## **Appendix D**

### **Faculty Senate Report**

The Faculty Senate has only had one meeting so far this fall and it was a special meeting. Our first regular meeting will be on September 15. Senate is looking forward to another productive year and we are already working on several substantive issues. Issues that the Faculty Senate is already considering include:

- **Approval Process for New Academic Programs.** A significantly revised approval process for new academic programs was extensively debated in the last academic year. Faculty members expressed many concerns about the proposed new process. After many discussions with the Provost, a revised process has been put forward and is under discussion in the Senate.
- **Faculty Workload Policy.** Tactic 1 of Goal 1, Strategy 3 in the University Strategic Plan states that “Academic Affairs, working in conjunction with Human Resources and Finance and Administration, will examine equitable workloads for faculty and implement necessary structures to ensure that targets are met.” The Provost, working with the academic leadership team, has drafted a university-wide set of guidelines for faculty workload. Those guidelines are currently under consideration by the Senate.
- **Faculty Research Forum.** The Faculty Research Forum is a monthly lecture series that was implemented by the faculty and designed to highlight the current scholarship of Shepherd University faculty members. However, the committee overseeing the forum was never established formally and is now down to a single member. The Senate is currently discussing establishing the FRF committee in the Senate bylaws.
- **LEAP, ELO’s and Value Rubrics.** Prior to 2010, Shepherd adopted the learning outcomes proposed by the AAC&U in their LEAP Initiative. That 10-year initiative concluded many years ago, but the LEAP language still appears in Shepherd’s catalog and on every course syllabus even though the AAC&U website no longer mentions LEAP. The goals of the LEAP initiative have been rebranded and it is time to update Shepherd’s documents. Senate will be considering adopting the new ELO’s and value rubrics.

**Appendix E**  
**Student Life Council Report**

No report