

Minutes
West Virginia University Faculty Senate
Monday, September 9, 2019

1. Emily Murphy, Faculty Senate Chair, called the meeting to order at 3:13 p.m. in the Event Hall of the Law Center.

Members Present:

Anderson, K.	Cronin, A.	Haines, K.	McCusker, B.	Schimmel, C.
Andress, L.	Cui, A.	Hambrick, G.	McKibben, J.	Scott, D.
Angeline, M.	Davis, D.	Hardy, S.	McMillen, J.	Sealey, V.
Bailey, K.	DiBartolomeo, L.	Harrison, N.	Morgan, J.	Shapiro, R.
Ballard, D.	Dickman, B.	Hartnett, H.	Mucino, V.	Sims, J.
Bastress, R.	Dietz, M.	Hauser, D.	Murphy, E.	Singh-Corcoran, N.
Benedito, V.	Donley, D.	Hessl, A.	Nix, A.	Soccorsi, A.
Bernardes, E.	Downes, M.	Hibbert, A.	Nutter, R.	Sowards, A.
Bernstein, M.	Eades, D.	Hildebrand, L.	Ogden, L.	Swager, L.
Bhandari, R.	Elliott, E.	Hileman, S.	Olfert, M.	Toppe, M.
Billings, H.	Elswick, D.	Hornsby, G.	Olson, K.	Tu, S.
Bonner, D.	Eubank, T.	Hudgins, C.	Perhinschi, M.	Utzman, R.
Bragg, R.	Famouri, P.	Hutson, Z.	Phillips, T.	Valentine, K.
Bryner, R.	Feaster, K.	Kitchen, S.	Plein, C.	Vanderhoff, J.
Burnside, J.	Fleming, S.	Kupec, J.	Pradhan, T.	Vercelli, M.
Burt, A.	Fraustino, J.	Li, H.	Pyzdrowski, L.	Watson, J.
Butina, M.	Galvan-Turner, V.	Lieving, G.	Rakes, P.	Wayne, S.
Chantler, P.	Galvez, M.	Lockman, J.	Reddy, R.	Welsh, A.
Chisholm, S.	Geldenhuis, W.	Mallow, J.	Rice, T.	Woloshuk, J.
Corio, E.	Germana, M.	Martucci, A.	Rowlands, A.	Woods, S.
Costas, M.	Gilleland, D.	Matak, K.	Sand-Jecklin, K.	Young, S.
Cottrell, L.	Goodykoontz, E.	McCombie, R.	Scaife, B.	Zegre, N.
Crichlow, S.		.		

Members Excused:

Arthurs, J.	Evans, J.	McCrory, J.	Schaefer, G.	Smith, M.
Bravo, G.	Kolar, M.	Miltenberger, M..	Schaeffer, P.	Vona-Davis, L.

Members Absent:

Clemmer, M.	Garofoli, G.	Law, K.	Morris, A.	Ryan, E.
Cohen, S.	Holbein, M.	M'bayo, T.	Morris, T.	Sedney, C.
Estep, C.	Jacobson, G.			

Faculty Senate Officers Present:

Hauser, D.	Hileman, S.	Murphy, E.	Nutter, R.	Singh-Corcoran, N.
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2. Chair Murphy moved for approval of the minutes from the Monday, June 10, 2019 meeting.
Motion carried.
3. President E. Gordon Gee reported the following:
 - He thanked his faculty and staff colleagues for making the start of the academic year an extraordinary experience for our students.
 - Freshman enrollment is up by about 200 students, which is very helpful for our budget. This year's freshman class is the most academically prepared in our history. Their average GPA is

3.75. About 20% of the class, or 1,061 students, are honors students. We raised the admission standards for honors, and will probably have to do so again; we do not want to have more than 20% of our students represented in honors.

- We are blessed to have a safe campus in a safe community. However, we want to make sure that everyone understands the unexpected can happen. Towards that end, we are putting a lot of emphasis on safety and wellness, including the unveiling of a new, comprehensive website, safety.wvu.edu. We are facing a number of serious challenges. Ten years ago, about 5% of our nation's students had a mental health challenge; now that number is over 30%. The generation of students currently entering college reports a higher level of loneliness than any other generation. The suicide rate for young adults has risen by 51% over the past decade. Burnout is a significant issue among faculty and staff. John Campo, one of the leading pediatric and adolescent psychiatrists in the country, joined the University last year and is organizing a number of prevention initiatives.
- External funding for research and sponsored programs totaled \$181.4 million this past fiscal year, a \$35 million increase from the previous year.

4. Provost Maryanne Reed reported the following:

- Preliminary retention numbers show that freshmen retention has increased by several percentage points. She identified some of the strategies that she believes contributed to that success: intensive outreach to freshmen who failed to register for their classes or indicated they planned to transfer out of WVU; mid-term grade reporting and more widespread adoption of the early alert system; revisions to the introductory math and chemistry courses; and decentralizing the first-year seminar course and getting students more engaged in their colleges and departments early on.
- A focus of her administration will be enhancing the undergraduate and graduate academic experience. Her team is looking forward to working with the Faculty Senate on a wholesale revision of the general studies curriculum. Current considerations include a shorter list of required courses, and a required minor, capstone, or experiential learning.
- The Provost's Office is developing an initiative to incentivize the creation of new academic programs that are highly relevant, market-driven, and designed to attract new students to the University.
- Mark Gavin, Associate Provost, is leading an effort to reimagine WVU Online. Our goal is to determine what it will take to significantly grow our online offerings and enrollment while providing our students with the optimal educational experience.
- Melissa Latimer was named the new Associate Provost for Faculty Development and Culture. Presha Neidermeyer was named the new Associate Provost for Academic Personnel; she will oversee the promotion and tenure process.
- There searches underway to fill dean vacancies in Statler College, Davis College, and Extension Service. Greenwood/Asher & Associates, a national higher education firm, has been contracted to lead all three searches. Both external and internal candidates will be able to apply. She expects the Statler position to be filled first, with airport interviews taking place within a few weeks.
- ITS moved from the Provost's Office to Strategic Initiatives in the President's Office. This move was designed to address ITS infrastructure needs, challenges, and protocols that impact the entire University beyond Academic Affairs. The Provost's Office created an ITS Council that is comprised of high-level representatives across functional areas, including faculty, who will help to guide ITS decision-making and priorities.

- Institutional Research has been temporarily moved to the Research Office, which is leading a review of IR practices, policies, and organizational structures. IR is the main data arm of the University, providing data and analysis in such areas as student success, financial modeling, faculty research, and federal reporting. IR recently brought in national consultants who provided a blueprint for improving and enhancing IR operations; we received a barely passing grade. WVU will likely hire a new chief data officer to lead these improvements.
- Last year, she and Melissa Latimer led a strategic transformation effort, spearheaded by Joyce McConnell, to identify ways for the University to grow and transform itself into an efficient and effective organization. Latimer and her ADVANCE team led a series of workshops to train faculty and staff to lead brainstorming sessions at the departmental level. The goal was to identify what faculty believe to be our current strengths and what we believe to be the aspirational, but also the attainable, goals for growth and differentiation. This summer, a smaller group of the strategic transformation team collated that data and came up with the beginning of an inspirational vision for strategic transformation; in the weeks ahead, that information will be shared with faculty. Maja Holmes will be leading another small group to identify several action items related to vision that we can implement this year, particularly around faculty development and well-being.

5. Chair Murphy reported the following:

- The October Faculty Senate meeting will be held in conjunction with the president's State of the University address. For the sake of time, she does not plan to invite any outside speakers to that meeting.
- There will be a flu vaccine clinic held immediately before and after the November Faculty Senate meeting. The vaccine is free to PEIA members.
- At our November meeting, she and Karen Diaz, Dean of Libraries, will be hosting an interactive component to the meeting to get faculty feedback regarding access and ownership of faculty research and the implications that this has on library collections. This will be done in a similar fashion to the roundtable discussions that Dave Hauser held last year, which were very well received.
- We are working with Presha Neidermeyer's office to secure volunteers for the University Promotion and Tenure Advisory Panel. We will need 5-8 faculty members to serve on the 2019-2020 panel. Anyone who is interested may contact Chris Staples or Presha Neidermeyer.
- Jodi Goodman is the new ombudsperson, selected through a University-wide, internal search. She is a professor of management in the Chambers College. Dr. Goodman will provide confidential and informal assistance to all faculty. Her office will be located in the Morgan House, across from the Mountainlair. She will be available to meet with faculty beginning October 1.

6. Rocco Fucillo, Government Relations, provided an update on the Tobacco- and Smoke-Free Campus initiative (<https://tobaccoandsmokefree.wvu.edu/>).

7. Ednilson Bernardes, Chair, Curriculum Committee, reported that the committee met for the first time this semester on September 5.

8. Lesley Cottrell, Chair, General Education Foundations Committee, reported that the committee met on August 19. The committee expects to review a small number of courses this year; those will be

submitted to the Faculty Senate for approval as needed. The committee is also working on a revision to the GEF curriculum, and expects to report their progress on a quarterly basis.

9. Ashlee Sowards, Chair, Teaching and Assessment Committee, reported that the committee met on September 5. This year, the committee will be continuing many of its efforts from last year, including the syllabus review process, revisions to SEI language, and creating a workflow to be followed when a student makes an inappropriate comment on the SEI. The committee will also be working closely with the Curriculum Committee to share some of the duties of the two committees.
10. Lesley Cottrell, Chair, Committee on Committees, Membership and Constituencies, moved for approval of the following annexes. Motion carried.
 - Annex I, Standing Committee Membership Changes
 - Annex II, Appointments to Shared Governance Committee
 - Annex III, Appointments to Sustainability Committee
 - Annex IV, Resolution to Renew Committee of Retired Faculty
11. The following 2018-19 Committee Reports and 2019-2020 Goals were submitted for acceptance by their respective committee representatives.
 - Annex V, Committee of Retired Faculty
 - Annex VI, Committee on Committees, Membership and Constituencies
 - Annex VII, Curriculum Committee
 - Annex VIII, Faculty Welfare Committee
 - Annex IX, General Education Foundations Committee
 - Annex X, Library Committee
 - Annex XI, Research and Scholarship Committee
 - Annex XII, Service Committee
 - Annex XIII, Teaching and Assessment Committee

A motion was made and duly seconded to accept the committee reports. Motion carried.

12. Roy Nutter, Faculty Representative to State Government, introduced the Alternate Faculty Representative to State Government, Dave Hauser. Dr. Hauser reported that he attended the annual summer retreat. The ACF advises the legislature on issues related to higher education, including both 2- and 4-year institutions. As they have done in previous years, the ACF plans to put out a brochure that promotes higher education across the state. They are also talking to the education committees in both the House and the Senate in an attempt to head off any budgetary issues. Dr. Nutter reported that HEPC and ACF will hold their next meetings in mid-September.
13. Stan Hileman, BOG Representative, reported the following:
 - The Board held a regular meeting on June 21 at WVU-Tech in Beckley. They completed the yearlong process of establishing and approving new BOG Rules. The Board also authorized administration to negotiate and finalize an agreement between Athletics and Learfield IMG College to license WVU athletic properties. In addition, he, Matthew Valenti, and faculty members from the divisional campuses presented the faculty constituency report.

- A special meeting was held on July 31 to discuss upgrades to the Milan Puskar Center; the renovations to Hodges Hall; the deconstruction of Stansbury Hall; and the construction of Reynolds Hall, the new B&E building. Funding plans were approved for these projects.
 - A special meeting on was held on August 14 concerning the lawsuit WVU Hospitals will be involved in regarding the opioid epidemic.
 - The next regular meeting is scheduled for September 13. Committee meetings will take place the previous day.
14. Mark Gavin, Associate Provost, and Azalea Hulbert, Director of Academic Integrity, provided an update on the Academic Integrity Policy.
15. Emily Murphy shared Annex XIV, a draft copy of the 2023-2024 academic calendar. The calendar conforms to the guidelines, Annex XV, approved by the Faculty Senate in May 2017. Report filed.
16. New Business – none.
17. The meeting adjourned at 4:34 p.m. to reconvene on Monday, October 14, 2019.

Judy Hamilton
Office Administrator



TOBACCO- AND SMOKE-FREE CAMPUS

Background and Overview

PROMOTING A HEALTHIER WVU

At West Virginia University, we are committed to the overall health and well-being of our students, faculty and staff. That's why all campuses across the WVU System will be **tobacco- and smoke-free**, effective August 1, 2019.



TOBACCO- AND SMOKE-FREE CAMPUS

Background

- / **BOG Finance and Administration Rule 5.6 – Tobacco- and Smoke-Free Campus** prohibits smoking in any form (including e-cigarettes and vapor products) on WVU property.
- / The rule expands the prohibitions set forth in the prior **tobacco-free campus policy** and is inclusive of **WVU's Morgantown campus** and the University's divisional campuses (**WVU Institute of Technology** and **WVU Potomac State College**).



TOBACCO- AND SMOKE-FREE CAMPUS

Compliance and Enforcement

- / WVU is committed to promoting a culture of voluntary compliance within our campus community.
- / **Students** who violate the rule will be subject to Student Conduct proceedings and sanctions as outlined in the **Student Conduct Code** for each campus.
- / **Faculty and staff** who violate the rule will be subject to appropriate disciplinary proceedings, as permitted by law, and which may have a negative impact on performance evaluations in accordance with **WVU BOG Talent and Culture Rule 3.8** and **BOG Faculty Rule 4.2**.
- / **Visitors** who do not comply with the rule will be asked to leave campus, which if ignored, may result in additional sanctions.
- / **Employees of vendors or contractors** will be reported to their employer for appropriate remedial action.

TOBACCO- AND SMOKE-FREE CAMPUS

Compliance and Enforcement

SMOKER / AFFILIATION	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
FACULTY / STAFF	/ Issue Notice of Policy Violation.	/ Issue Notice of Policy Violation. / Notify Talent and Culture or Office of the Provost .	/ Issue Notice of Policy Violation. / Notify Talent and Culture or Office of the Provost . / Tobacco Cessation Opportunity: Yes =Void Violations. No =Determine Next Step.
STUDENT	/ Issue Notice of Policy Violation.	/ Issue Notice of Policy Violation. / Notify Office of Student Conduct .	/ Issue Notice of Policy Violation. / Notify Office of Student Conduct and WellWVU . / Tobacco Cessation Opportunity: Yes =Void Violations. No =Determine Next Step.
VISITOR	/ Issue Notice of Policy Violation.	/ Issue Notice of Policy Violation. / Standard University Police Department Protocol.	/ Issue Notice of Policy Violation. / Standard University Police Department Protocol.
VENDOR	/ Issue Notice of Policy Violation.	/ Issue Notice of Policy Violation. / Standard Procurement Contracting and Payment Services Protocol.	/ Issue Notice of Policy Violation. / Standard Procurement Contracting and Payment Services Protocol.

TOBACCO- AND SMOKE-FREE CAMPUS

Compliance and Enforcement

- / WVU is hiring a **compliance officer** to monitor the Morgantown campus.
- / Students, faculty and staff can **report violations** via a new website. Submissions will be handled with anonymity and help identify additional locations where the rule is violated.
- / In early fall, the University will launch a **Tobacco- and Smoke-Free Campus Ambassador** program for students in partnership with **WellWVU**. The program is designed to create greater awareness of the rule and promote wellness programs and cessation resources available to students, faculty and staff.

TOBACCO- AND SMOKE-FREE CAMPUS

Cessation Resources

/ **BREATHE WELL. LIVE WELL.**

This WVU Medicine six-week (one hour per session) smoking cessation program is led by a team consisting of a certified tobacco cessation counselor and a doctor of pharmacy. There is no cost to participate in the program. For more information, call WVU's Cancer Prevention line at **304-293-2370**.

/ **WVU INSURANCE PLAN BENEFITS AVAILABLE TO FACULTY AND STAFF**

For WVU benefits-eligible employees, cessation services are available through insurance plans:

- / **PEIA PPB Plans A, B and D** provide benefits for participants who wish to quit smoking or using smokeless tobacco products. For more information, call **888-680-7342**, email peia.help@wv.gov or visit peia.wv.gov/wellness_tools/Pages/Tobacco-Cessation-Program.aspx.
- / **The Health Plan** offers members smoking cessation classes to help you stop smoking, rubbing or chewing. Coverage for smoking cessation classes is free for most members. Coverage for self-funded members may vary. For more information, visit healthplan.org/for-you-and-family/health-wellness/core-wellness.

TOBACCO- AND SMOKE-FREE CAMPUS

Cessation Resources

/ **WVU HEALTH INSURANCE BENEFITS AVAILABLE TO STUDENTS**

WVU students covered under Aetna Student Health Insurance are provided “use of tobacco products counseling office visits,” which are covered at 100% of the negotiated charge per visit. No copayment or policy-year deductible applies. For more information, call **866-654-2338** or visit aetnastudenthealth.com/schools/wvu/pdbs1819.pdf.

/ **WEST VIRGINIA TOBACCO QUITLINE**

Some West Virginians are eligible to receive free phone coaching services and free nicotine replacement products through the West Virginia Tobacco QuitLine. For more information, call **877-966-8784** or visit dhhr.wv.gov/wvdtb/cessation/quitline/pages/default.aspx.

/ **NATIONAL CANCER INSTITUTE**

The National Cancer Institute also operates a QuitLine, which is open to anyone who calls. QuitLine is free and anonymous and provides smoking cessation counseling. For more information, call **877-448-7848** or visit smokefree.gov/tools-tips/apps.

Visit tobaccoandsmokefree.wvu.edu to learn more.

TOBACCO- AND SMOKE-FREE CAMPUS

Communications Timeline

- / **JUNE 10**
Update door signage.
- / **JULY 10-23**
Meet with key constituent groups.
- / **JULY 22**
Launch Tobacco- and Smoke-Free Campus website.
- / **JULY 23**
Message to ELT and Deans.
- / **JULY 24**
Message and talking points to supervisors.

TOBACCO- AND SMOKE-FREE CAMPUS

Communications Timeline

/ **JULY 25**

HTML email to all WVU faculty and staff / ENews / UNews feature / systemwide InfoStation campaign begins / social campaign launches.

/ **AUGUST 15**

International NSO messaging / distribute “quit kits” / cessation resource cards.

/ **AUGUST 16**

NSO messaging / distribute “quit kits” / distribute cessation resource cards.

/ **AUGUST 17**

Distribute cessation resource cards at “I Survived Move-In” parent reception and residence hall floor meetings.

/ **AUGUST 18**

Distribute cessation resource cards at Mountaineer MovieFest and Student Org Fair.

TOBACCO- AND SMOKE-FREE CAMPUS

Communications Timeline

/ **AUGUST 19**

Inside WVU Today feature.
Messaging shared at “Get Connected to WVU” events.

/ **AUGUST 20**

Distribute “quit kits” and cessation resource cards at FoodFest and FallFest.

/ **AUGUST 26**

Reminder email message to all WVU students.

/ **AUGUST 30**

PSA prior to first home football game reminding attendees that vaping (in addition to smoking) is confined to designated smoking areas.

/ **SEPTEMBER**


Host a series of Campus Conversations in Morgantown, Beckley and Keyser.

TOBACCO- AND SMOKE-FREE CAMPUS

Promotional Material



CESSATION RESOURCES



/ BREATHE WELL. LIVE WELL.
This WVU Medicine six-week (one hour per session) smoking cessation program is led by a team consisting of a certified tobacco cessation counselor and a doctor of pharmacy. There is no cost to participate in the program. For more information, call WVU's Cancer Prevention line at [304-293-2370](tel:304-293-2370).

/ WVU INSURANCE PLAN BENEFITS AVAILABLE TO FACULTY AND STAFF
For WVU benefits-eligible employees, cessation services are available through insurance plans:
PEIA PPB Plans A, B and D provide benefits for participants who wish to quit smoking or using smokeless tobacco products. For more information, call [888-680-7242](tel:888-680-7242) or email peia.help@wvu.gov.
The Health Plan offers members smoking cessation classes to help you stop smoking, rubbing or chewing. Coverage for smoking cessation classes is free for most members. Coverage for self-funded members may vary.

/ WVU HEALTH INSURANCE BENEFITS AVAILABLE TO STUDENTS
WVU students covered under Aetna Student Health Insurance are provided "use of tobacco products counseling office visits," which are covered at 100% of the negotiated charge per visit. No copayment or policy-year deductible applies. For more information, call [866-654-2338](tel:866-654-2338).

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/ NATIONAL CANCER INSTITUTE
The National Cancer Institute also operates a QuitLine, which is open to anyone who calls. QuitLine is free and anonymous and provides smoking cessation counseling. For more information, call [877-448-7848](tel:877-448-7848).
Visit tobaccoandsmokefree.wvu.edu for more information on these and additional cessation resources.

WVU is an EEO/AAE/ADA Employer - Minority/Female/Disability/Veteran



QUESTIONS?

Standing Committee Membership Changes 2019-2020

Last Name	First Name	Constituency	Current Senator	Committee
Funk	Amy	Dentistry	no	Curriculum
Rodrigues	Ellen	Eberly	no	Inclusion and Diversity
Steele	Matthew	Libraries	no	Curriculum

Shared Governance Committee Appointments 2019-2020

REPRESENTATIVE	CONSTITUENCY	EMAIL ADDRESS	TERM END IF SENATOR
Ednilson Bernardes	Chambers College	ednilson.bernardes@mail.wvu.edu	2021
Kristina Olson	Creative Arts	Kristina.Olson@mail.wvu.edu	2021
Kristen Matak	Davis	kristen.matak@mail.wvu.edu	2020
Larry Hildebrand	Dentistry	lhildebrand@hsc.wvu.edu	2021
Scott Crichlow	Eberly	scott.crichlow@mail.wvu.edu	2021
Karen Haines	Education & Human Services	karen.haines@mail.wvu.edu	2020
Samuel White	Extension	swwhite@mail.wvu.edu	NA
Jessica McMillen	Libraries	jessica.mcmillen@mail.wvu.edu	2020
Julia Fraustino	Media	jdfracustino@mail.wvu.edu	2020
Robert Brock	Medicine	rwbrock@hsc.wvu.edu	2019
Kari Sand-Jecklin	Nursing	ksandjecklin@hsc.wvu.edu	2021
Gonzalo Bravo	Physical Activity & Sport Sciences	gonzalo.bravo@mail.wvu.edu	2022
Ruchi Bhandari	Public Health	rbhandari@hsc.wvu.edu	2022
Jean Woloshuk	Retired Faculty	jean.woloshuk@mail.wvu.edu	2019
Andrew Nix	Statler	Andrew.Nix@mail.wvu.edu	2022
Paul Rakes	WVUIT	Paul.Rakes@mail.wvu.edu	2021

ALTERNATE	CONSTITUENCY	EMAIL ADDRESS	TERM END IF SENATOR
Ann Marie Hibbert	Chambers College	annmarie.hibbert@mail.wvu.edu	2020
Michael Vercelli	Creative Arts	michael.vercelli@mail.wvu.edu	2022
No Alternate	Davis		
No Alternate	Dentistry		
Lynne Cossman	Eberly	JSCOSSMAN@mail.wvu.edu	2019
Keri Valentine	Education & Human Services	kevalentine@mail.wvu.edu	2021
No Alternate	Extension		
Jessica Vanderhoff	Libraries	jessica.vanderhoff@mail.wvu.edu	2021
Emily Corio	Media	Emily.Corio@mail.wvu.edu	2021
Lauren Swager	Medicine	lswager@hsc.wvu.edu	
Joanne Watson	Nursing	jewatson@hsc.wvu.edu	2022
Eliose Elliott	Physical Activity & Sport Sciences	eloise.elliott@mail.wvu.edu	2020
No Alternate	Public Health		
No Alternate	Retired Faculty		
Ramana Reddy	Statler	ramana.reddy@mail.wvu.edu	2021
Brian Dickman	WVUIT	brian.dickman@mail.wvu.edu	2020

Sustainability Committee Appointments 2019-2020

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Name	Email	Constituency	Term End Date
Kimberly Bailey	kimberly.bailey@mail.wvu.edu	Medicine – Department of Surgery	2021
Natasha Harrison	harrisonn@wvumedicine.org	Medicine – Orthopedics	2021
Amy Hessel	amy.hessel@mail.wvu.edu	Eberly	2020 (Chair)
Ramana Reddy	ramana.reddy@mail.wvu.edu	Statler	2021
Andrea Soccorsi	andrea.soccorsi@mail.wvu.edu	Eberly	2020
Kim Floyd	kim.floyd@mail.wvu.edu	CEHS	NA
Shawn Grushecky	shawn.grushecky@mail.wvu.edu	Davis	NA
Michael Sherwin	michael.sherwin@mail.wvu.edu	CCA	NA
Hillar Klansdorf	hillar.klansdorf@mail.wvu.edu	Davis	NA
Tracie Evans	tracie.evans@mail.wvu.edu	CEHS	NA
Jody Crosno	jody.crosno@mail.wvu.edu	Chambers	NA

Resolution to Renew Committee of Retired Faculty

WHEREAS, the Faculty Constitution authorizes the Faculty Senate, by resolution, to establish standing committees, and

WHEREAS, the Faculty Constitution mandates that any established standing committees may only continue for a maximum of five years unless specifically renewed by the Faculty Senate, and

WHEREAS, the last renewal of the Committee of Retired Faculty occurred in 2013, therefore be it

RESOLVED, that the Committee of Retired Faculty, along with its subject matter jurisdictions, is hereby renewed for the 2019-2020, 2020-2021, 2021-2022, and 2022-2023 academic years unless sooner altered or terminated by resolution of the Faculty Senate, and be it

FURTHER RESOLVED, that the Committee of Retired Faculty shall present a report to the Faculty Senate no less than annually.

DATE: May 6, 2018

TO: Judy Hamilton
Office Administrator
Faculty Senate

FROM: Stanley Cohen
Professor Emeritus
Eberly College of Arts and Sciences
Committee of Retired Faculty

Jean Woloshuk
Professor Emeritus
Extension Service
Committee of Retired Faculty

RE: 2018-2019 Annual Report to the Faculty Senate

The Committee of Retired Faculty (CRF) main mission is to represent and advocate on behalf of WVU's retired faculty members. CRF was established by the West Virginia University Faculty Senate over twenty-five years ago as part of the shared governance of the University. To this end the Committee is charged to:

- Advocate on issues affecting retired faculty.
- Provide expertise and representation on committees, councils, boards and panels where experience of retired faculty can best benefit the university. In this regard the CRF provides institutional memory relevant to the university community.
- Study and provide recommendations to the Faculty Welfare Committee and Faculty Senate on matters pertaining to retired faculty including alternative retirement patterns and benefits.
- Hold monthly programs and other sessions on topics of importance and interest to retired faculty, many of which entail retired faculty members' academic expertise and experience.
- Develop and implement other programs of interest to retired faculty.
- Continue connections with WVU retired faculty by communicating and eliciting their feedback on issues pertaining to their welfare and university standing.
- Provide two members from the CRF to be voting members of the Faculty Senate and its Faculty Welfare Committee.

The Committee has historically provided monthly lectures open to retired faculty and others on a variety of subjects. Recent developments by the Osher Lifelong Learning Institute (OLLI @ WVU) and the West Virginia University Retirees Association (WVURA) have created an opportunity to refocus the CRF on its Senate charge.

OLLI @ WVU was established to provide programs and educational opportunities designed for adults 50 and over. During four terms, each year, it offers courses, lectures, seminars and field trips in such areas as music, literature, art, science, politics, nature, history, health, medicine, and

economics. Live drama, movies, and special interest groups add to the choices. These programs are open to OLLI @ WVU members. WVU Retired Faculty are encouraged to join.

The West Virginia University Retirees Association (WVURA) was recently established with the goal of providing opportunities for the membership to remain involved with the University community and with other retirees through activities to include, but not limited to, programs, interest groups, travel, volunteerism, health and financial seminars, and cultural and social events. The WVURA is open to all faculty and staff members who are retired and current employees who are in phased retirement or who meet retirement eligibility from West Virginia University (age 60 with 5 years of service or any age with 30 years of service), as well as retirees of the WVU Foundation and the WVU Research Corporation. Spouses and partners are also welcome to join.

The following is a list of Committee of Retired Faculty Board Members including (in parenthesis) their term expiration. Those whose terms expire this year will be reappointed unless they notify the Chair otherwise by the May meeting.

- Stan Cohen, Eberly Arts & Sciences (2020-2021), Chair, Faculty Senator
- John Fisher, Law (2018-2019)
- Rummy Hilloowala, Medicine (2017-2018)
- Art Jacknowitz, Pharmacy (2019-2020)*
- Nora MacDonald, Design and Community Development (2020-2021)
- Ade Neidermeyer, Chambers Business and Economics (2020-2021)
- Allyson McKee, Libraries (2020-2021)
- Bernie Schultz, Creative Arts (2020-2021)
- George Trapp, Statler Engineering (2019-2020)
- Jean Woloshuk, Extension (2018-2019), Senator
- Bonnie Anderson, President's Office, ex-officio
- Toni Christian, Talent and Culture, ex-officio
- Billy Coffindaffer, Village at Heritage Point, ex-officio
- Rachel Zadnik, WVU Foundation, ex-officio
- Elaine Sholtis, WVU Retirees Association, ex-officio

*Sadly deceased

Accomplishments

As in the past, this year the Committee of Retired Faculty held monthly programs at the Village at Heritage Point's Great Room. Dates of programs are published via e-mail, WVU E-News, Dominion Post, OLLI Friday Newsletter, and WVU Retirees Association (WVUREA) announcements to retired faculty. (See list below.) Refreshments are thankfully provided through the generosity of the WVU Foundation. Starting this year, monthly program events are now coordinated and jointly planned with OLLI, the Village at Heritage Point and the WVUREA. Typically, the CRF will sponsor eight programs during the year.

During the year we heard several informational reports at our monthly meeting (occurring on the third Friday):

- Nina DeMarco-Newly appointed at Talent and Culture and spoke about her role as a senior benefits specialist.
- Rachel Zadnik-Recently joined the WVU Foundation as assistant director of planned giving.
- Toni Christian-Reported on the proposed changes to the WVU OIT Retiree E-mail policy. The @retiree.wvu.edu affects all current WVU employees who retire after February 18, 2019. Faculty Emeriti can continue to use their employee account.

Goals 2019-2020

1. The CRF will continue to coordinate its monthly lecture series with OLLI and the WVURA. At least two members of the CRF might be added to the WVU Retirees Association Program Committee to assist the organization in growing its programs. CRF will rely on the WVU Foundation to continue its sponsorship of the refreshments available at the monthly program.
2. The CRF programs will be communicated to the WVU Retiree Association members, through e-mail, website and calendar. Additionally, any other communications to retired faculty, including quarterly newsletters as such, will be sent through the same mechanism.
3. The CRF will continue to compile a list of benefits and opportunities offered to retired faculty at WVU.
4. The CRF will refocus its attention to the Committee Charge provided by the WVU Senate.
5. The CRF will meet on a monthly or bimonthly basis, unless circumstances necessitate otherwise.

Programs 2018-2019

November, Professor Shine TU, College of Law, “Update on the State of West Virginia PEIA Report”

December, Professor John Deskins, Chambers College of Business and Economics, “Economic Outlook for West Virginia”

March, Professor Joseph Lebold, Eberly College of Arts and Sciences, and Professor Christopher Wilkinson, College of Creative Arts, “Roadside Geology of West Virginia”

April, Dean Gregory Bowman, College of Law, “International Trade in West Virginia”

June, Professor Joseph Schetle, Eberly College of Arts and Sciences, “Science and Religion in Our Culture”

Annual Report
2018-19 Committee on Committees, Membership and Constituencies
Includes Spreadsheet Attachment of Committee Members, 2019-20

Members (3 Senators, 2 Faculty, 4 Ex-Officio)

Carolyn Atkins (College of Education and Human Services), Chair, Senator
Deborah Boone, (Davis College), Faculty
Lesley Cottrill (School of Medicine), Faculty, Chair-Elect
Nicklaus Goff (Potomac State College), Senator
Ann Marie Hibbert (Chambers College of Business and Economics), Senator
Nathalie Singh-Corcoran (Eberly College of Arts and Sciences), Senator

Ex-Officio

Davis Hauser, Senate Chair (Eberly College of Arts and Sciences)
Emily Murphy, Senate Chair-Elect (Extension)
Matthew Valenti, Faculty Secretary (Statler College of Engineering) and Past Senate Chair

Committee Charge

The charge of the Committee on Committees, Membership and Constituencies (COC) is to:

- secure capable committee members and committee chairs who have experience on their respective committees and to achieve a balance between senior and junior faculty members and among the various schools and colleges, and;
- review and report to the Senate upon the constituencies to be represented within the University Assembly.

Accomplishments for 2018-19

- **Composition of Senate Committees for the academic year 2019-2020**
 - Faculty senators were polled regarding their willingness to serve and participate on the various Senate committees. Using this information and any additional volunteers made known to the COC, the make-up for all Senate committees under the control of the COC was determined. The COC is responsible for providing names for the faculty senators and faculty members for each committee. It should be noted that in keeping with previous committee assignments, faculty senators may be substituted for faculty members. Often, this is necessary in order to ensure committee leadership for the following year.
 - The results for the composition of the committees are presented on the following pages. The CoC followed the procedures listed below.
 - According to <https://facultysenate.wvu.edu/committees/committee-on-committees>), the following criteria was incorporated on designated committees:
 - Outgoing committee chair's feedback and chair-elect's feedback regarding the re-appointment of current committee members;
 - Specific number of senators/non-senators required as designated by the Senate;
 - Balance between junior and senior faculty.
 - Senate Executive Committee (**Constitution, 321-324**): The seven elected members must be Faculty Senators when they stand for election to the Executive Committee, but may serve on the

Committee the year following the end of their Senate term. The seven members shall serve terms of one year, and may stand for reelection to the Executive Committee as long as they remain Faculty Senators. No more than one Senator may be elected to the Executive Committee from any one constituency.

- Senator v. faculty was determined by referring to <https://facultysenate.wvu.edu/senators>.
- Committee Personnel (Constitution, 388-397):
 - The Chair of each standing and special committee must be a Senator or have served as Chair-Elect the previous year.
 - Other committee members need not be members of the Senate, but must be members of the University Assembly. Students, Staff, Administrators, and non-University persons may be asked to serve on appropriate committees as ex-officio members.
 - The composition of committees will be established by the Committee on Committees, Membership, and Constituencies. The voting status of ex officio members of each committee will be established by the committee itself, with the concurrence of the Committee on Committees, Membership, and Constituencies.
 - Appointment to any committee shall be for one year; members may be reappointed.
- The Faculty Secretary will contact the SGA President to request a list of appointees for committees on which students serve and will forward that information to the appropriate committee chair. From that point, the committee chair will contact the student members with regard to meeting dates and responsibilities.
- The chair of each committee will contact the leader of the appropriate constituency (e.g., Registrar's Office, Provost's Office, etc.) to request names of the ex-officio appointee/s and will contact the appointees with regard to meeting dates and responsibilities.
- **The Inclusion and Diversity Committee was created.** Committee membership shall be 5 senators, 5 faculty. The charge of the committee is to:
 - Assess and issue a university wide report on the campus culture of inclusion, equity, and diversity to be carried out according to best practices but not less than every five years.
 - Provide material, curricular support, and guidance, including an online toolkit, for faculty teaching and service related to diversity, equity, and inclusion.
 - Establish and hold ongoing conversations with key units and stakeholders including but not limited to the Division of Diversity, Equity, and Inclusion, the office of Equal Opportunity and Affirmative Action, the Center for Excellence in Disabilities, the Center for Black Culture and Research, the ADVANCE program, the LGBTQ+ Center, the Office of Multicultural Affairs and external community leaders and stake holder groups that work to further social justice and inclusion in West Virginia.
 - Evaluate periodically national trends and report on best practices related to diversity and inclusion, and make recommendations to appropriate University bodies including the Office of the Provost, the Teaching and Learning Commons, and other Centers, Colleges, Schools and programs affiliated with the University;
 - Report on systems and mechanism that provide support to faculty who engage in research and scholarship on issues related to social status including but not limited to race, ethnicity, income, gender, sexuality, and religion;

- Address in a timely fashion other issues pertinent to the charge of the committee.
- **The Sustainability Committee was created.** Committee membership shall be 5 senators, 5 faculty. The charge of the committee is to:
 - Provide support and assistance to the WVU Office of Sustainability, especially with regard to WVU's sustainability plans and goals.
 - Survey faculty with regard to both teaching and research being done at WVU that has relevance to sustainability issues; consider building a database of faculty teaching and research that would allow faculty and staff to communicate with each other on sustainability issues.
 - Per a request from WVU's Office of Sustainability, survey the faculty to find out what courses utilize the campus environment in their teaching, as this would give different academic programs a step forward in showing students the full portfolio of sustainability curriculum WVU offers
 - Consider the resources necessary to do a carbon-audit of WVU, with respect to our sustainability practices
 - Evaluate periodically national trends and report on best practices related to sustainability in teaching and research, and make recommendations to appropriate University bodies including the Office of the Provost, the Teaching and Learning Commons, and other Centers, Colleges, Schools and programs affiliated with the University;
 - Report on systems and mechanism that provide support to faculty who engage in research and scholarship on issues related to sustainability
 - Address in a timely fashion other issues pertinent to the charge of the committee.
- **In some cases, committee compositions were changed to more accurately reflect committee charge, responsibilities, expertise, and division of work.** Examples of such changes appear below.
 - Because the past-Senate Chair also held the office of Faculty Secretary, an additional member was added to the Committee on Committees, changing the composition from 3, 2, 0, 0,4 to 4, 2, 0, 0, 4.
 - After consultation with the TACO Committee, the Assessment Coordinator at West Virginia Institute of Technology was added to the Committee as a non-voting ex-officio member.

Goals for 2020-2021

- Revisit composition of Research and Scholarship Committee
- Revisit composition of new committees
 - Inclusion and Diversity
 - Sustainability
- Revisit instructions and procedure on Volunteer Sheet 2020.
 - Instructions on the Volunteer Sheet 2019 presently state: Q1 The following survey is being used to collect volunteers to serve on Faculty Senate committees and University-wide councils for the 2019-2020 academic year. You may use the "Back" button at any time within the survey to return to a previous question. You may also leave the survey prior to selecting "Submit Responses" and complete it at another

time.

- Should instructions also state: *In order to serve on a Faculty Senate committee and University-wide council, interested faculty must complete the Volunteer Sheet by the specified deadline.*
- Discuss the following regarding volunteers for the Senate Executive Committee:
 - If current Senate Executive Committee members shall be ineligible to run for re-election after being elected two consecutive years until a period of one year has elapsed. Such ineligibility is similar to lines 225-226 in the *WVU Faculty Constitution* which refer to Senate terms...i.e., “They shall be eligible to serve two consecutive full terms but shall then be ineligible for re-election until a period of one year has elapsed.”
 - If previous substantive Senate committee work should be required of those interested in serving on the Senate Executive Committee.
 - The possibility of incorporating a two-stage process, the first being a “primary” within the constituency and then a “general” where there is at most one nominee per constituency.

To: Faculty Senate Executive Committee
From: Ednilson Bernardes, Chair, Faculty Senate Curriculum Committee
Re: Annual Report 2018-2019 and Goals for 2019-2020
Date: September 9, 2019

Committee Members:

Ednilson Bernardes, Chair, B&E
Kimberly Floyd, Chair (Fall 2018), CEHS
Vagner Benedito, Davis
Rachel Bragg, WVU Beckley
Sheryl Chisholm, PSC
Emily Corio, Reed
Anne Cronin, Medicine
Amy Funk, Dentistry
Marina Galvez Peralta, Pharmacy
Werner Geldenhuys, Pharmacy
Karen Haines, CEHS
Robin Hissam, Statler
Lori Ogden, Eberly
Jennifer Steele, Eberly
James Siekmeier, Eberly
Cindi Trickett Shockey, Dentistry
Charis Tsikkou, Eberly
Ralph Utzman, Medicine
Darko Velichkovski, Creative Arts
Melissa Ventura-Marra, Davis

Ex Officio Members:

Sean McGowan ex officio, Assistant Registrar
Lou Slimak ex officio, Provost's Office
Misti Woldemikael ex officio, Associate Registrar

The Faculty Senate Curriculum Committee approved the following submissions from September 2018 through May 2019:

New Courses: 199

Course Changes: 245

Course Deactivations: 129

Capstones: 5

Course Adoptions: 5

AOE: 13

Adventure and Outdoor Learning
Applied Sport Science
Aquatic Physical Activity
Chinese Studies
Coaching and Leadership
Fitness
Forensic Biology
Forensic Examiner
French
Spanish
Strength & Conditioning
Recreational Sport
Therapeutic Exercise and Rehabilitation

Minors: 6

Appalachian Studies
Communication Disorders
Finance
General Business
Health Services Administration
Leadership Studies

Majors: 12

Agribusiness Management
Biomedical Engineering
Biometric Systems Engineering
Chemical Engineering Major at WVUIT
Environmental Microbiology
Environmental & Energy Resources Management
German
Immunology and Medical Microbiology
Interior Design
International Studies
Neuroscience
Recreation, Parks, and Tourism Resources

Other Programs: 2

Environmental Geoscience Program
Health Sciences for Potomac State College

Goals for 2019-2020:

1. Review new courses, course alterations, and course changes.
2. Review new undergraduate programs, minors, and areas of emphasis
3. Consult with departments regarding new programs and program changes.
4. Report on graduate program proposals from the WVU Graduate Council.
5. Communicate deadlines and promote faculty resources for submitting new courses, course changes, or course alterations.
6. Work with the Committee members and other stakeholders to identify opportunities to improve the process where/if fit.

MEMORANDUM

TO: David Hauser, Chair, WVU Faculty Senate
FROM: W. Scott Wayne, Chair, WVU Faculty Senate Faculty Welfare Committee
RE: 2018 – 2019 Faculty Welfare Committee Annual Report
DATE: May 10, 2019

COMMITTEE MEMBERS:

Jessica Bishop, Theater and Dance, Chair-Elect
Samuel Ameri, Statler
Donna Ballard, WVU Potomac State
Daniel Brewster, Eberly
Scott Crichlow, Eberly
Asad Davari, WVU Institute of Technology
Kristin Moilanen, CEHS
Litha Sivanandan, Extension
Shine Tu, Law
Emily Murphy, Extension, *ex officio*
Stan Cohen, Retired Faculty, *ex officio*
Staff Welfare Committee, *ex officio*
Cris DeBord, Vice President of Talent & Culture, *ex officio*
James Morris, Assistant Vice President of Talent & Culture, *ex officio*
Natalie Wilson, Talent & Culture, *ex officio*
C.B. Wilson, Associate Provost for Academic Personnel, *ex officio*
David Hauser, Chair Faculty Senate, *ex officio*

Charge: The Faculty Welfare Committee (FWC) is responsible for reviewing, studying, and making appropriate recommendations to the Faculty Senate for all problems and needs of current and retired faculty.

During the 2018 -2019 Academic Year, this FWC held nine meetings and addressed several important issues that are summarized below. The FWC wishes to thank our many *ex officio* members for providing significant input, insight, and inspiration. The FWC also wishes to thank others who have attended FWC meetings and provided information relevant to issues addressed by the FWC. These include:

- Amy Matuga, Chair of the Classified Staff Welfare Committee and other members of her committee for discussion of issues common to both faculty and staff;
- Sheila Seccurro, Executive Director Talent and Culture and Toni Christian, Director Benefits Administration, who informed the committee of the ongoing considerations and planning related to shifting from the current vacation and sick leave model to a paid time off model.

- Toni Christian, Director Benefits Administration, and Alex Jalso, Chief Information Security and Privacy Office, Information and Technology Services who provided the committee information and solicited committee input on the new retired faculty (@retiree.wvu.edu) email system.
- Amber Tennant, Director of Employee Relations from Talent and Culture who provided the committee with an update on the Upward Feedback pilot program to get employee feedback about supervisor's managerial behaviors.
- Carrie Showalter, Executive Director Office of Student Conduct and Azalea Hulbert, Director of Academic Integrity, who provided the committee with an update on the revised Student Code of Conduct and Disciplinary hearing procedures and revisions to the Policy for Academic Integrity.
- CB Wilson, Associate Provost for Academic Personnel and *ex officio* member who provided additional context in the committees review and discussion of Board of Governors Rule 1.6 which addresses Discrimination, Harassment, Sexual Harassment, Sexual Misconduct, Domestic Misconduct, Stalking, Retaliation, and Relationships.
- John Campbell, Vice Provost who met with the committee to discuss interest and options to allow faculty and employees on 9-month appointments to spread pay over 12-months.

The table below summarizes issues undertaken by the FWC during the 2018-2019 academic year, as well as recommendations for activities during the 2019-2020 academic year. The order of presentation of topics is chronological and not a representation of the relative importance of the issues.

Recurring Issues and Themes
<p data-bbox="201 1260 1117 1293">Communication between University Administration and Faculty</p> <p data-bbox="201 1308 475 1341">Description of Issue:</p> <p data-bbox="201 1354 1317 1388">Communication is a theme that underlies many of the issues brought before the FWC.</p> <p data-bbox="201 1409 402 1442">Status Update:</p> <p data-bbox="201 1455 1390 1761">The FWC strove to improve and strengthen communication among and between the administration, faculty, and staff. This topic did not receive significant attention during the 2018-2019 term. However, some concerns were expressed regarding transparency from Deans and Department Chairs concerning the determination of candidates for market adjustment and critical retention pay raises and the factors that influenced those decisions. There was also a concern that only faculty who received those raises were notified and where encouraged not to acknowledge that they had received an increase. It was suggested that there needs to be greater transparency surrounding pay raise decisions.</p> <p data-bbox="201 1782 654 1816">Recommendations for 2019-2020:</p>

Work with the Faculty Senate Chair and University Administration to continue improvements in communication.

Campus Culture

Description of Issue:

WVU has completed three separate Culture Surveys. Officials from Talent and Culture briefed the FWC on the university-wide results of each culture survey and actions that have been undertaken to improve the culture and moral across the university community. Deans and Unit leaders have been instructed to share the unit specific results with their constituencies.

Feedback from FWC members and the broader faculty community indicate wide disparity in the level of information shared by deans and department heads with some faculty reporting that no information has been disseminated within their units.

Status Update:

The FWC requested that information regarding college-to-college variation in the culture survey results be shared with the committee. Cris DeBord, VP of Talent and Culture and Paul Kreider, Vice Provost agreed to provide additional details about the latest culture survey results. However, due to scheduling conflicts had to be deferred until the 2019-2020 academic year.

The FWC requested that requested information be shared electronically with the committee in the Spring of 2019 with a follow up discussion when the committee reconvenes in the fall. The rational for this request is that postponing until the fall precludes the opportunity to continue to work on improving the culture for three full months.

Recommendations for 2019-2020:

Cris DeBord and Paul Kreider should be invited to make a presentation about the most recent culture survey results, specifically additional detail about college-to-college variation across the campus as well as a status update on the Upward Feedback Program.

The FWC should continue to receive updates on future culture survey results and activities undertaken to improve culture and moral across the university community.

Availability of Child Care Resources for WVU Faculty and Staff

Description of Issue:

The lack of day care options in the Morgantown area for WVU faculty and staff was raised in 2017-2018. The WVU Child Learning Center, which can accommodate 204 children, currently has 284 children on the waiting list including:

- Infants: 74 total children – 42 of those on WVU priority
- Younger Toddlers: 37 total children – 20 with WVU priority
- Older Toddlers: 82 total children – 50 with WVU priority
- Preschool: 32 total children – 16 with WVU priority

Pre-K: 59 total children – 29 with WVU priority

Concerns about long waiting lists at the WVU Child Learning Center, lack of transparency regarding prioritization of children on the waiting list and the enrollment decision process and the general lack of day care options in the Morgantown community were first raised during 2017-2018. In the discussion it was revealed that the WVU Child Learning Center is now managed by Bright Horizons Children's Centers LLC and that its policies concerning availability and priority on waiting-lists are unclear. Furthermore, in a letter to the WVU Provost's Office in July 2018, concerned parents of children currently enrolled in the WVU Child Learning Center raised multiple concerns about the operation of the center.

Availability of daycare services has implications for recruiting and retention of quality faculty and staff and can impact the quality of life of current faculty and staff.

Status Update:

Members of the FWC have suggested that the university administration and WVU Foundation consider a fund-raising campaign specifically targeted toward expanding the capacity of the WVU Child Learning Center and/or building an additional daycare facility. The current wait-listed families are adequate to fill a new facility having the same capacity of the WVU Child Learning Center.

The FWC chair contacted Provost McConnell and WVU Foundation President Cindi Roth to open a discussion about potential solutions but no response was received during the 2018-2019 academic year.

Recommendations for 2019-2020:

The FWC should continue to work with the WVU administration, Provost's Office, and WVU Foundation to explore options for expanding and improving quality day care services for WVU faculty and staff.

Parking**Description of Issue:**

Illegal student parking in WVU Permit Lots causes overcrowding and results in difficulty for faculty and staff to find parking in their assigned lots. Timely issuance of "temporary parking permits" for faculty who must travel between buildings and across campuses to teach courses continues to be a challenge.

Status Update:

The FWC requested that a member of the FWC be added as a permanent member of the Transportation and Parking Committee which meets twice a year. This request was granted by the Director of Transportation and Parking.

Recommendations for 2019-2020:

A member of the FWC should be designated to serve as the committee's representative on the Transportation and Parking Committee.

The FWC should continue to work toward development of creative solutions for parking-related issues.

PEIA Issues

Description of Issue:

PEIA has been a long-term area of concern and frequent topic of discussion for the FWC. Unfortunately, the committee has few avenues to affect change.

Status Update:

Shine Tu, FWC member, and Toni Christian, Director of Benefits Administration, kept the FWC updated on PEIA issues and proposed changes.

While no major changes in the PEIA benefit plans occurred this year, significant budget shortfalls are anticipated in 2020 which could lead to premium increases and benefit reductions.

Recommendations for 2019-2020:

The FWC should continue to follow developments related to PEIA and work with the Benefits Office to influence proposed changes in PEIA programs to the extent possible.

Enforcement of BOG Rule 5.6 "Tobacco and Smoke Free Campus"

Description of Issue:

Driven by concerns raised by the FWC in 2017-2018, the university established a Tobacco Free Campus Task Force which was charged with making recommendations on changes to and enforcement of the Tobacco and Smoke Free Campus policy. FWC Chair, Scott Wayne represented the Faculty and FWC as a member of the task force.

Status Update:

Based on recommendations from the task force the WVU Board of Governors issued BOG Rule 5.6 which updated and replaced Policy 57. The updated rule expanded the scope of the Tobacco and Smoke Free Campus policy to include electronic smoking devices and vapor products; required the university to develop a process for identifying and reporting Rule violations and to the extent permitted by law establish stringent methods of enforcement to ensure Rule compliance.

The university administration has stated its intention to establish a Tobacco and Smoke Free Campus steering committee to continue to monitor and support enforcement of Rule 5.6.

Recommendations for 2019-2020:

The FWC should continue to monitor implementation and enforcement of Rule 5.6 and should seek FWC representation on the steering committee.

12-Month Pay for Option for 9-Month Employees

Description of Issue:

In the past, 9-month faculty and employees had an option to spread their pay over 12 months. That option was eliminated several years ago due to low utilization, declining enrollment in the 12-month pay option, and difficulties associated with the manual processing required to implement the 12-month pay option.

Some faculty have expressed a desire through the FWC for the university to reinstate a 12-month pay option for 9-month faculty and employees.

Status Update:

Some members of the FWC informally canvassed constituencies in their departments or colleges revealing that opinions are split. Tenure track faculty who are less likely to be active in summer research or in disciplines where research opportunities typically involve small grants and teaching track faculty are more likely to want a 12-month pay option. Faculty in disciplines where externally funded research is common are less likely to want their 9-month pay spread over 12 months.

A survey of peer institutions in the Big 12, ACC, Big Ten, PAC 12 and SEC revealed that a majority offer options for 9-month faculty to spread pay over 12 months. At some institutions a 12-month pay schedule is mandatory for all employees while at others both options are offered.

Vice Provost John Campbell met with the FWC on May 6th, 2019 to discuss options. He expressed willingness to explore options for re-establishing a 12-month pay option.

Recommendations for 2019-2020:

The FWC should work with the Vice Provost to prepare and distribute a brief survey to gauge interest across the university community. The survey should explore interest in 1) switching all employees to a 12-month payroll plan, 2) offering both 9-month and 12-month options, 3) providing educational resources to help 9-month employees use financial planning, and banking tools provide income over 12 months.

Based on results of the survey the FWC should work with the Provost's Office to formulate an appropriate plan of action.

Campus Carry Legislation

Description of Issue:

Legislation was again considered in the 2019 legislative session that would allow concealed weapons to be carried on the WVU Campus.

Status Update:

The FWC and Faculty Senate supported Dr. Gee's strong opposition to this legislation on the bases of "costs of implementation" and "the negative effects on student and faculty retention." The legislation did not pass this year.

Recommendations for 2019-2020:

Although this legislation did not come to fruition in the current year, the FWC should stay alert to reintroduction next year and work with the WVU Faculty Senate to take appropriate action.

New Issues Addressed in 2018-2019

Review of BOG Rule 1.6

Description of Issue:

BOG Rule 1.6 addresses Discrimination, Harassment, Sexual Harassment, Sexual Misconduct, Domestic Misconduct, Stalking, Retaliation, and Relationships. The FWC was asked by Senate Chair, David Hauser, to review Rule 1.6 and make recommendations for possible revisions. Specifically, the FWC was asked to comment on whether the rule is rigorous enough particularly with regards to Sections 4.1-4.3 dealing with consensual relationships between members of the University Community. The committee was also provided with copies of similar rules and policies at other Big XII universities for comparison particularly about relationships between faculty and students.

Status Update:

The FWC reviewed and discussed BOG Rule 1.6 and made the following conclusions and recommendations:

1. The existing wording in 4.2.1 is adequate and no changes are recommended. The existing language targets the relationships that matter specifically those involving relationships involving individuals in positions of power or authority over students.
2. Add a statement like 4.3.2 into section 4.2 that describes the disciplinary actions that could result from violation of 4.2.1.
3. In section 6.2 add language defining the complaint, investigation and disciplinary process. Or alternately provide direct links and references to the procedures. The link found in 6.2.2 is a broken link. The link found in 6.2.3 points to the generic Title IX front page on which the procedures are difficult to find.

Recommendations for 2019-2020:

No further actions are required.

Service Professor/Service Instructor Designation

Description of Issue:

Coincident with the adoption of new WVU BOG rules which replaced HEPC Policies a very limited number of non-tenure track, non-health sciences faculty previously referred to with the prefix "Clinical" faculty were assigned a new prefix of "Service" faculty (Service Assistant

Professor, Service Associate Professor, Service Professor or Service Instructors). This change was made to distinguish non-health sciences faculty whose primary area of responsibility was service from clinical track faculty in Health Sciences who work in clinics and serve medical patients. Faculty classified with the “Service” designation are and will continue to be non-tenurable faculty who are on potentially renewable, one-year-at-a-time, contracts.

Some individuals affected by reclassification into the non-tenure track Service Academic Professional designation were not aware that the change was coming, were caught off-guard by the change in classification and were concerned about how that classification would be regarded within the global higher education community if they were applying for or being considered for position at another institution.

Status Update:

CB Wilson clarified that the service designation applies to a small number of faculty whose primary responsibilities are service oriented. These faculty had previously been identified by the “Clinical” designation even though their responsibilities were not medical in nature. The “Service” designation (e.g. Service Assistant Professor, Service Associate Professor, Service Professor) was established to avoid the confusion with the use of the Clinical prefix. Employee concerns were addressed on a case-by-case basis by the Provost’s Office and employee supervisors.

Recommendations for 2019-2020:

No further actions are required.

Changes in Student Conduct, Academic Dishonesty Proceedings and Appeals

Description of Issue:

The Office of Student Conduct published revised Student Conduct Code and Discipline Procedures for the Main Morgantown Campus in October 2018. The revised Discipline Procedures mandated that disciplinary hearings would be handled by a single adjudicator instead of a hearing panel. Some FWC members and WVU faculty expressed concerns about change to a single adjudicator and how that change might impact students.

Status Update:

The FWC Committee invited Carrie Showalter, Executive Director Office of Student Conduct and Azalea Hulbert, Director of Academic Integrity to provide and update on the changes incorporated in the revised Student Conduct Code as well as a status update on the ongoing effort to revise the University’s Academic Integrity policy.

Ms. Showalter explained that there were three primary motivations for the change to a single adjudicator:

1. Convening hearing panels was difficult and often delayed the disciplinary process increasing the stress and delaying resolution for students facing disciplinary actions.

2. Hearings involving Title IX issues required panel members to have additional Title IX training which also contributed to delays in the process.
3. The membership in hearing panels varied leading to inconsistent outcomes for cases with similar fact sets. It is expected that a single adjudicator model will lead to more consistent outcomes.

Ms. Showalter noted that there had been significant pushback/concern expressed by Faculty regarding the single adjudicator change and that the single adjudicator model was a pilot program on the Morgantown Campus only. If the pilot program was successful, the single adjudicator model would be extended to the Potomac State and Institute of Technology campuses. Students still have the option to have advisors to help them through the process, but the advisor cannot represent the student in a legal sense. There is an interest in faculty input to help establish guidelines for disciplinary sanctions.

The Policy for Academic Integrity is currently undergoing revision. A committee with broad representation from all three campuses is charged with reviewing and approving the policy changes. Motivations for revising the policy include:

- Clarifying definitions and offence categories.
- Establishing consistent sanctioning guidelines.
- Reducing the workload involved in the appeals process.
- Streamlining and automating the process for repeat offenders.
- Creating a greater level of uniformity across colleges and campuses.

Faculty are encouraged to follow the formal process for reporting for all cases of academic dishonesty by filing an Academic Dishonesty Reporting Form with the Provosts Office.

- Allows repeat offenders to be tracked.
- Second and third offenses result in notification of the Dean of the College.
- Deans and Department Chairs have the option to request stronger sanctions for repeat offenses.

Recommendations for 2019-2020:

No further actions are required.

Paid Time Off

Description of Issue:

WVU currently uses a Vacation/Sick leave structure by which leave eligible employees accrue separate vacation and sick leave. In April 2017, Talent and Culture began holding Policy Development Workshops to get feedback on leave policy and structure at WVU. Lessons learned include:

- WVU leave policy is not competitive.
- Use of sick leave increasing.
- Due to recent policy changes, there is no motivation for 12-month employees to accrue adequate sick leave to cover a major illness.
- The current system is not providing and adequate safety net for employees.

WVU Talent and Culture is considering the creation of a Paid Time Off model to replace the existing Vacation/Sick Leave model.

Status Update:

Toni Christian, Director of Benefits Administration and Sheila Seccurro, Executive Director Talent and Culture, gave a detailed presentation to the FWC covering motivations for potentially changing to a paid time off model, background research, feedback received from policy development workshops, and the ultimate vision to replace the Vacation/Sick Leave model with a Paid Time Off model combined with supplemental long-term and short term disability programs beginning in 2020.

Recommendations for 2019-2020:

The FWC should continue to follow developments, request additional briefings and provide feedback as necessary.

Retiree Email

Description of Issue:

WVU Information and Technology Services rolled out and new retiree (@retiree.wvu.edu) email system in January 2019 for all faculty retiring after January 1, 2019. Current retired faculty who access email through the @mail.wvu.edu system not automatically be transferred to the new @retiree.wvu.edu system but can request to be transferred to the @retiree.wvu.edu system if they desire.

Status Update:

Toni Christian, Director of Benefits Administration and Alex Jalso, Chief Information Security and Privacy Office provided a presentation about the retiree email system and heard feedback from the FWC. The @retiree.wvu.edu system launched successfully in January 2019.

Recommendations for 2019-2020:

No further actions are required.

Upward Feedback Program

Description of Issue:

Through recent WVU Culture Surveys and Campus Conversations with faculty and staff, the Division of Talent and Culture recognized many supervisors may not be aware of their individual strengths and opportunities for improvement as people-leaders.

WVU Talent and Culture is piloting an Upward Feedback process to promote a positive workplace by providing feedback on supervisor's leadership behaviors and managerial effectiveness. Upward Feedback is a development tool to promote supervisors' personal and professional development.

Status Update:

Amber Tennant, Director of Employee Relations provided a summary of the Upward Feedback program, which rolled out in January 2019. Classified and non-classified staff were asked to complete a confidential and anonymous questionnaire on their supervisor's managerial effectiveness. The results of the survey will be used to develop targeted training and development programs to increase leadership and managerial capabilities among supervisors. Faculty who supervise employees will get some feedback from the results of the questionnaire.

Recommendations for 2019-2020:

No further actions are required.

Vacant University Ombudsman Position

Description of Issue:

The FWC was instrumental in the establishment of the Ombuds Office whose mission is to provide confidential and impartial assistance that enables WVU community members to manage conflict early, informally, and at the lowest levels possible without the need to pursue more formal grievance processes or litigation. In addition, the Ombuds Office may alert University officials about systemic problems or general trends that merit further review or consideration for the welfare of the University management. Rather, the Ombuds is an advocate for respectful dialogue, fair practices, and mutual understanding. The Ombudsman position is a 25% effort assignment.

During the summer of 2018, the University Ombudsman, Tom Patrick retired leaving the Ombudsman position vacant.

Status Update:

The FWC actively advocated for the Provost's Office to act swiftly to fill the vacancy in the University Ombudsman position. The position was advertised in March 2019 and applications were received from three candidates. The Provost's Office established a search committee consisting of Louise Veselicky, Amber Tenant (HR), Carol Marunich (Legal), Melissa Latimer, Emily Murphy, Chris Staples, and CB Wilson. The search committee has scheduled interviews for May 21, 2019.

Recommendations for 2019-2020:

The FWC should continue to follow the Ombuds search process to conclusion.

The FWC typically requests and receives an end-of-year briefing from the Ombudsman who shares high level information such as the case load and general trends.

Discontinuation of the Child Care Assistance Program**Description of Issue:**

The FWC received a request through the online Faculty Senate Feedback/Suggestion portal concerning the discontinuation of the Child Care Assistance program which provided financial assistance to students to help defer the costs of child care. The program was funded by an external grant and was discontinued when the grant was not renewed. The FWC was asked to investigate alternative sources of funding to continue the program.

Status Update:

The FWC discussed this request and determined that it was not within the purview of the committee since it dealt with assistance programs for students. The request was referred to Leslie Hanning Director of the Student Child Care Assistance Program.

Recommendations for 2019-2020:

No further actions are required.

Confidentiality and Anonymity of SEIs and other Evaluation Instruments**Description of Issue:**

A member of the FWC who also served on the Teaching and Assessment Committee raised an issue concerning the confidentiality and anonymity of Student Evaluations of Instruction (SEI) and implications that it might have on the confidentiality and anonymity of other types of assessments/surveys that students and faculty complete such as evaluations of chairs, deans and administrator. The issue arose from a discussion in the Teaching and Assessment Committee of language regarding confidentiality and anonymity that must be included on SEI. In the past language on SEI stated that the evaluations submitted by students were confidential. However, legal council has advised that SEI are anonymous to the instructor but are not confidential. The identity of a student who completed the SEI can be revealed to the Office of Student Conduct in cases of aggressive or threatening comments or other potential breaches of the Student Conduct Code. This raised concerns about the confidentiality and anonymity of other assessment instruments that faculty are asked to complete. It is important that the legal implications of all assessment instruments are clearly communicated, and that faculty are fully aware when completing assessments and surveys.

Status Update:

This issue arose late in the 2018-2019 term and there was not enough time to discuss and address it prior to the end of the academic year.

Recommendations for 2019-2020:

The FWC should assess this issue and take appropriate action.

Evaluation of Deans and High-Level Administrators**Description of Issue:**

Deans, Department Chairs and other administrators are periodically reviewed. During these reviews, faculty and staff are asked to provide feedback on the individual's performance usually through electronic surveys. Performance reviews have recently been conducted for several Deans and administrators. Following the completion of these performance reviews, the faculty and staff in the colleges received no feedback from the Provost's Office about the major themes encompassed in the comments received from the faculty and staff during the evaluations. The lack of feedback on the outcomes of these evaluations contributes to an attitude that the input from the faculty and staff has little impact on the outcome of performance reviews. Given that some of the worst scores on the Campus Climate surveys continue to be in areas relating to trust and open, two-way communication, and the bottom scoring item in the recent "Upward Feedback" review of supervisors was that supervisors at WVU engage in favoritism, providing greater clarity about what is expected of a Dean, and what a Dean is doing well and could do better, would be positive moves to make.

Status Update:

The FWC discussed this issue of several occasions and concluded that a request should be made of the Provost's Office to develop a system whereby broad themes in such reviews could be shared with the constituency overseen by the administrator under review, so that the people being supervised would have at least a general sense of how their leader is being viewed. Such feed back could be as simple as two sets of bullet points listing 1) areas in which Dean Z seems to be performing well and 2) areas in which Dean Z could improve her/his performance. It would also be of value for the Provost to clearly communicate what job responsibilities and attributes are valued the most in evaluating the job performance of Deans.

Due to impending departure of the current Provost and subsequent appointment of a new provost further action deferred pending completion of the leadership transition.

Recommendations for 2019-2020:

The FWC should develop a proposal for consideration by the Senate Executive Committee and Full Faculty Senate.

Aggressive and Inappropriate Comments on SEI and Hostility Toward Faculty**Description of Issue:**

Several faculty have reported receiving threatening and retaliatory comments on SEI, hostile emails and students cultivating a hostile environment. The occurrence of this behavior is more prevalent in courses that deal with subject matter that some students find controversial or hold strong opinion about. One faculty raised the issue of retaliation by a

group of students on SEI resulting from grade deductions applied by the instructor due to atypically high rate of plagiarism on assignments.

While these situations can be referred to the Office of Student Conduct or in the cases of threats the DPS, faculty often have few avenues to combat the negative impacts on performance reviews that can result from politically or socially motivated negative or retaliatory comments and evaluations on SEI.

Status Update:

This issue was raised late in the 2019-2019 term and there was not adequate to thoroughly discuss and develop a plan of action.

Recommendations for 2019-2020:

The FWC should assess this issue and determine a course of action as deemed necessary.

Senior Administrative Positions

Description of Issue:

The FWC has received comments from faculty on the Morgantown, Keyser and Beckley campuses concerning the processes for filling high level administrative positions. Concerns include filling some positions without a formal search and lack of consistency in the process for filling similar positions.

Status Update:

This issue was discussed at the final FWC meeting of the 2018-2019 term. The committee determined that this concern should be referred to the Faculty Senate Executive Committee.

Recommendations for 2019-2020:

The FWC should determine an appropriate course of action based on guidance from the Faculty Senate Executive Committee.

General Education Foundations Committee (GEFCO)

2019 Annual Status Report

Committee Members

Robert W. Brock, Medicine, Chair
 Melissa Morris, Statler, Chair-Elect
 Mary Beth Angeline, Eberly
 Lesley Cottrell, Medicine
 Clarissa Estep, Eberly
 Zachary Freedman, Davis
 Adam Halasz, Eberly
 Suzanne Kitchen, B&E
 Kristen Matak, Davis
 Jennifer Merrifield, Potomac State
 Clark Mertz, Eberly
 Beth Nardella, Medicine
 Kaushlendra Singh, Davis

Nathalie Singh-Corcoran, Eberly
 Marion Carol Zwickel, Eberly
 Michael Amato, ex officio, Student
 David Hauser, ex officio, Senate Chair
 Louis Slimak, ex officio, Director of
 Academic Excellence and Assessment
 Misti Woldemikael, ex officio, Associate
 Registrar
 Sean McGowan, ex officio, Associate
 Registrar for Catalog and Curriculum
 Robynn Shannon, ex officio, Assistant
 Director of Assessment and Quality Assurance

Committee Charge

The General Education Foundations Committee (GEFCO) will:

1. Review applications for new GEF courses and existing GEF courses.
2. Produce resources and educational opportunities to support the GEF and institutions to develop appropriate WVU Learning Goals.
3. Collaborate with other committees and any relevant administrative bodies on Outcomes Assessment of the GEF and other relevant assessment issues.
4. Address in a timely fashion any other issues pertinent to the success of the GEF.
5. Collect course-level assessment of the GEF as part of the application and review process.
6. Evaluate periodically national trends in general education and best practices, and implement changes as needed.

Each year at the April meeting of the Faculty Senate, the committee chair will provide a report on the current state of the General Education Curriculum.

Meeting Dates

August 20, 2018
 September 17, 2018
 October 15, 2018
 November 5, 2018
 December 3, 2018

January 7, 2019
 February 4, 2019
 March 18, 2019
 April 15, 2019
 May 6, 2019

Summary

As in years past, we worked extensively with Louis Slimak and Robynn Shannon to accomplish the following during the 2018-2019 academic year:

- We attempted to finalize the transition of GEC courses to the GEF. We reviewed and approved a total of 49 courses – some of them new, but mostly those that had delayed submission for the transition. We also removed a large number of courses from the GEF because they violated the expectations of a GEF Course as outlined on the Faculty Senate - GEC to GEF webpage: <https://facultysenate.wvu.edu/gec-to-gef>. There is a new strategy being developed to restrict the number of General Education courses available from which to choose.
- The remainder of our efforts during AY 2018-2019 consisted of transitioning any remaining GEC courses to the GEF.

Future Work

- *Future work* also consists of further reviewing courses in the GEF, identifying courses that violate the Expectations of a GEF Course as outlined in the Annex of the May 2016 Faculty Senate Agenda. Expectations of a GEF Course are also available on the Faculty Senate - GEC to GEF webpage: <https://facultysenate.wvu.edu/gec-to-gef>.
- In addition, the GEFCO will be notifying departments and programs of low performing, low enrolled, and infrequently offered GEF courses.

The GEFCO would like to acknowledge and thank Judy Hamilton for her institutional memory and on-going support of the committee. Without her, it would be impossible to accomplish as much as we do. We'd also like to thank David Hauser and Lou Slimak for guidance on the direction of realigning General Education, as well as Misti Woldemikael and Sean McGowan for the continued support from the Office of the Registrar.

WVU Faculty Senate Library Committee Annual Report 2018-2019

Compiled by Nicholas David Bowman

Goals from the previous year's committee were to (a) educating WVU faculty on the benefits of open access textbooks and journals and (b) to collaborate with WVU faculty on selection of publishers and open access education materials. With this in mind, we had two meetings:

- Fall 2018 (5 October 2018). This meeting involved introductions between all members and library leadership. Topics of discussion included an introduction to the Research Repository (<https://researchrepository.wvu.edu/>), as well as a discussion of WVU's Open Access week (October 2018). Complete minutes are available online <https://docs.google.com/document/d/1TvnjUmsjyolGTv3sdNK82zhOpgHf0kBIY6g0Yncz6z8/edit?usp=sharing>.
- Spring 2019 (22 March 2019). This meeting included discussion of journal cancellations (including the data and logic that goes into library budgeting) and how they are communicated to faculty, progress on WVU open access initiatives, and the potential for engaging campus conversations around open access (including possible support from WVU Faculty Senate). Complete minutes are available online https://docs.google.com/document/d/1a-CMI1KGGNv00GCa_kyOBaQKKOiY2CAGqKenwBwtel8/edit?usp=sharing

From this work, we would suggest the following goals for this committee, in 2019-2020:

- Increased involvement of WVU Faculty Senate in supporting WVU Libraries movements into open access materials and publishing.
- Increased faculty involvement with WVU's research repository.
- Improved communications between faculty and library with respect to journal subscriptions and other library resources, perhaps with more communication through library liaisons.

WVU Faculty Senate Research and Scholarship Committee Annual Report 2018-2019

Compiled by Nicholas David Bowman

Our committee had four meetings:

- Fall 1 (26 September 2018). Members introduced themselves (including four members added later to the committee, per FS approval), and committee discussed expectations for the year. Fall 2018 Faculty Senate travel grants were approved via Melanie Page's office and a decision was made for all faculty to clearly mark their ranks in terms of assistant/associate/full regardless of type of appointment (e.g., clinical or service). Complete minutes are available online:
https://docs.google.com/document/d/1PDyN_pGUXdJamQ5bhOuk771M4N9LrQa5Tsm23F7MVik/edit?usp=sharing.

Fall 2 (15 November 2018). Melanie Page updated the committee to expect ~\$575,000 for the budget year, including \$300/350K for faculty travel. WVU's Chief Information Officer explain requirements for USB encryption for Health Sciences Campus. WVU Vice-President of Research Fred King presented to the committee an update and overview of research funding at WVU, with a specific discussion of Carnegie Classification changes. Complete minutes are available online:
https://docs.google.com/document/d/1UitW5szEX5wnKYHLACXzeAEZ_V9ugmhjeQ06ymKqe24/edit?usp=sharing.
- Spring 2019 (25 January 2019). Committee discussed membership updates, and discussed an expectation of \$250K for funding seed and scholarship grants (via Melanie Page's office). Committee discussed the expected review process for all seed and scholarship grants, including a presentation of the scoring rubric and the internal systems used to assess grants. Complete minutes are available online:
https://docs.google.com/document/d/1CQnAHvs_CqtCxLWKIPvV1jE1qevwy9YVD_ZthD_bXcQ/edit?usp=sharing
- Spring 2019 (1 April 2019). Committee discussed scoring outcomes for all submitted grants and submitted funding recommendations to Melanie Page. Complete minutes are available online:
<https://docs.google.com/document/d/1pmrb9mUGsMjWnbQw6FyXJz89Rtn12xy5mPPbNuNEYGU/edit?usp=sharing>

From this work, we would suggest the following goals for this committee, in 2019-2020:

- Continue to inform all faculty about internal funding, such as travel grants as well as seed and scholarship grants.
- Communicate more proactively (with applications) the expectations of and standards by which the committee evaluates seed and scholarship grants.
- Be active in discussions associated with WVU's research mission, including considerations for faculty's role in retaining the institution's Carnegie Classification as an "R1" institution

2018-2019 WVU Faculty Senate Service Committee Report
Submitted by: Karen Haines, Committee Chair

Committee Members:

Lori Ogden, Eberly, Chair-elect

Melissa Brooks, Librarians

Randy Bryner, Medicine

Jason Burnside, Extension

Amy Burt, Medicine

Becca Flint-Clark, Extension

Hae Jung Kim, Eberly

Renee LaRue, Eberly

Mary LeCloux, Eberly

Ashley Martucci, CEHS

Alex Snow, Eberly

Staff Council Appointee

Lindsey Rinehart, voting ex officio, Center for Service and Learning

Melanie Page, ex officio, Associate Vice President for Creative and Scholarly Activity

Committee Charge:

The Service Committee shall evaluate proposals competitively submitted for support by Senate Service Funds and shall make recommendations concerning the service mission of the University as deemed appropriate.

Committee Report:

The WVU Faculty Senate Service Committee held the first Community Engagement Grant Workshop in January to encourage grant submissions and answer questions. Forty-five individuals attended and a recording of the event was sent to all attendees and an additional 22 interested individuals. Six past recipients participated as table anchors, leading conversations and sharing their own grant experiences.

The Committee received and reviewed 22 grant applications this year. A primary and secondary reviewer who entered their information in KC+ presented their report at the meeting this spring. Eight proposals were selected for full or partial funding for a total of \$60,250. Titles of the funded projects are as follows:

MAPpalachia: Providing Outreach to Local High Schools for Digital Inclusivity	\$9,500
Protect Your Superpower! Brain Safety & Prevention Program for Youth	\$7,224
Historic African American Schools - Oral History Project	\$7,957
Online Parent Education through WebQuesting: Meeting the Social Emotional Needs of Families in West Virginia	\$9,150

Trout in the Classroom in Monongalia County Elementary Schools	\$5,000
Helping West Virginia Educators Support Students during the Opioid Crisis	\$6,169
Developing Culturally-Sensitive Activities for Older Appalachian Adults with Dementia	\$7,500
Training pediatric sexual assault nurse examiners (SANE-P) for West Virginia	\$7,750

Committee Goals:

1. Plan and hold a second Community Engagement Grant Workshop during the Fall 2019 semester.
2. Encourage all faculty to consider submitting competitive Community Engagement grants.
3. Continue to educate faculty members on the Community Engagement grant application process to ensure that the grants remain competitive.
4. Continue to review, discuss, and disseminate funds for future Community Engagement grants.

Teaching and Assessment Committee (TACO)
Annual Report
May 2019
Ashley Martucci

Members

Ashlee Sowards (Chair Elect)
Ilkin Bilgesu
Gretchen Garofoli
Nicklaus Goff
Shawn Grushecky
General Hambrick
Helen Hartnett
Ann Marie Hibbert (fall semester)
Stephanie Lorenze (fall semester)
Lena Maynor
Catherine Mezera
Yogen Panta
Nathalie Singh-Corcoran
Rachel Stein
Leslie Tower
Jessica Vanderhoff
Melissa Ventura-Marra
Evan Widders
David Hauser (Senate Chair)
Peyton Keener (non-voting)
Lou Slimak (non-voting)
Robynn Shannon (non-voting)
Erin Kelley (non-voting)
Brian Meredith (non-voting)
Robert Hastings (non-voting)
Bethany Haymond (non-voting)

Committee Charge

The Teaching and Assessment Committee is charged with:

- Overseeing the electronic student evaluation of instruction (eSEI), conducting analysis of the resulting data, and making recommendations to the university community based upon those analyses;
- Reviewing section syllabi in support of faculty professional development, harmonized courses, and program review;
- Initiating and making recommendations for documentation of teaching effectiveness;

- Making recommendations to the Teaching Learning Commons as to faculty needs related to instructional and assessment processes;
- Collaborating with the General Education Foundations Committee, the Senate Curriculum Committee, the Assessment Council, and the Graduate Council to recommend practices for course and curricula assessment methods;
- Addressing in a timely fashion other issues pertinent to Teaching and Assessment.

The TACO Committee met August 27, 2018; September 24, 2018; October 22, 2018; November 26, 2018; December 17, 2018; January 16, 2019; February 20, 2019; March 20, 2019; and April 17, 2019.

In Spring 2018, the charge of the committee was revised. The actions by the committee for Fall 2018-Spring 2019 reflect the changes in the charge.

1. In AY 2016-17, the Board of Governor's passed Rule 2.5 (Student Rights and Responsibilities) which includes the following section:

*3.1.4 Posted Grades. **During regular terms (fall and spring), undergraduate students have the right to, at the minimum, posted mid-semester and final grades.** During all other terms, undergraduate students have the right to, at the minimum, a posted final grade. Graduate students have the right to a posted final grade. The instructor of each course is responsible for assigning grades to students enrolled in the course, consistent with the academic rights set out in the preceding sections.*

In support of this new BOG-level policy, the Teaching and Assessment Committee took up consideration any faculty-centered issues with the policy, specifically whether or not Digital Measures might be used to record adherence with the policy. Administrators, Deans, and Chairs would already be able to know whether faculty reported mid-semester grades (through an existing Argos report) and reporting a measure in Digital Measures would ensure transparency and allow the faculty to have access to the same data as well as present it in such a way that faculty themselves had determined as most meaningful.

TACO debated these issues and settled on recording the percentage of mid-semester grades reported for each undergraduate course in fall and spring 16-week courses into Digital Measures; this is to be a recording tool, not an evaluative one. The Teaching and Assessment Committee has carefully considered this request and unanimously approved it.

This was approved through the Senate at the February 2019 meeting.

2. The committee worked with the library to create a repository for WVU course syllabi. This is a centralized location for access to all WVU course syllabi.

3. The committee conducted a pilot course syllabus review process. As part of this process, committee members reviewed the CIM entries for the courses in Engineering (22 courses) and the Child Development and Family (22 courses) department, and looked for continuity and consistency among the course title, description, and learning outcomes for each course.

The following ENGR courses were reviewed: ENGR 100, ENGR 101, ENGR 102, ENGR 103, ENGR 112, ENGR 129, ENGR 140, ENGR 143, ENGRE 150, ENGR 155, ENGR 199, ENGR 210, ENGR 230, ENGR 280, ENGR 310, ENGR 380, ENGR 381, ENGR 450, ENGR 463, ENGR 470, and ENGR 471.

The following CDFS courses were reviewed: CDFS 101, CDFS 110, CDFS 112, CDFS 172, CDFS 191, CDFS 210, CDFS 211, CDFS 212, CDFS 250, CDFS 317, CDFS 317, CDFS 320, CDFS 321, CDFS 412, CDFS 413, CDFS 414, CDFS 415, CDFS 420, CDFS 421, CDFS 422, CDFS 423, CDFS 431, and CDFS 432.

Two reviewers completed this process. This step was to make sure they are complete. The second step involved selecting a few courses to look for harmonization between those syllabi and the CIM entries, as well as between the section syllabi. The section syllabi review was completed on: ENGR 101, ENGR 102, CDFS 110, CDFS 112, CDFS 210, and CDFS 412. This information was compiled and sent to the departments in April 2019.

4. The committee voted to lock the SEI comments on Digital Measures, as the numeric values are done.
5. At the beginning of the fall semester, it came to the committees' attention of several reports from faculty member of inappropriate SEIs. This initiated meetings to assist in defining what was deemed inappropriate with Title IX, Student Conduct and WVU legal. The committee decided upon a workflow of how a faculty member would handle the receipt of an inappropriate SEI comment while keeping the student anonymous to the instructor. Student Conduct and TACO are working to develop a website portal for faculty members reporting purposes. Student Conduct will then conduct educational opportunities, if appropriate, with the student. The portal is being developed in summer 2019.
6. The committee voted on further investigation of SEI pop up reminders on ecampus. This reminder would open up every time a student accessed ecampus.

Future Work for 2019-2020

As the course review was a pilot process, there will be some revisions of the process for 2019-2020. In summer 2019, we plan to develop the portal for reporting unprofessional SEIs in partnership with Student Conduct. This will need to pass through Executive Committee and the Faculty Senate. The unprofessional SEI reporting workflow will need to be finalized. This has already been reviewed at the Provost Office. It will also need to move through the Executive

Committee and then Faculty Senate. The SEI letters/emails that faculty and students receive will need to be revisited. Finally, it is recommended that TACO look at other SEI tools.

The TACO Committee would like to thank Lou Slimak and David Hauser for their support and guidance throughout the 2018-2019 year.

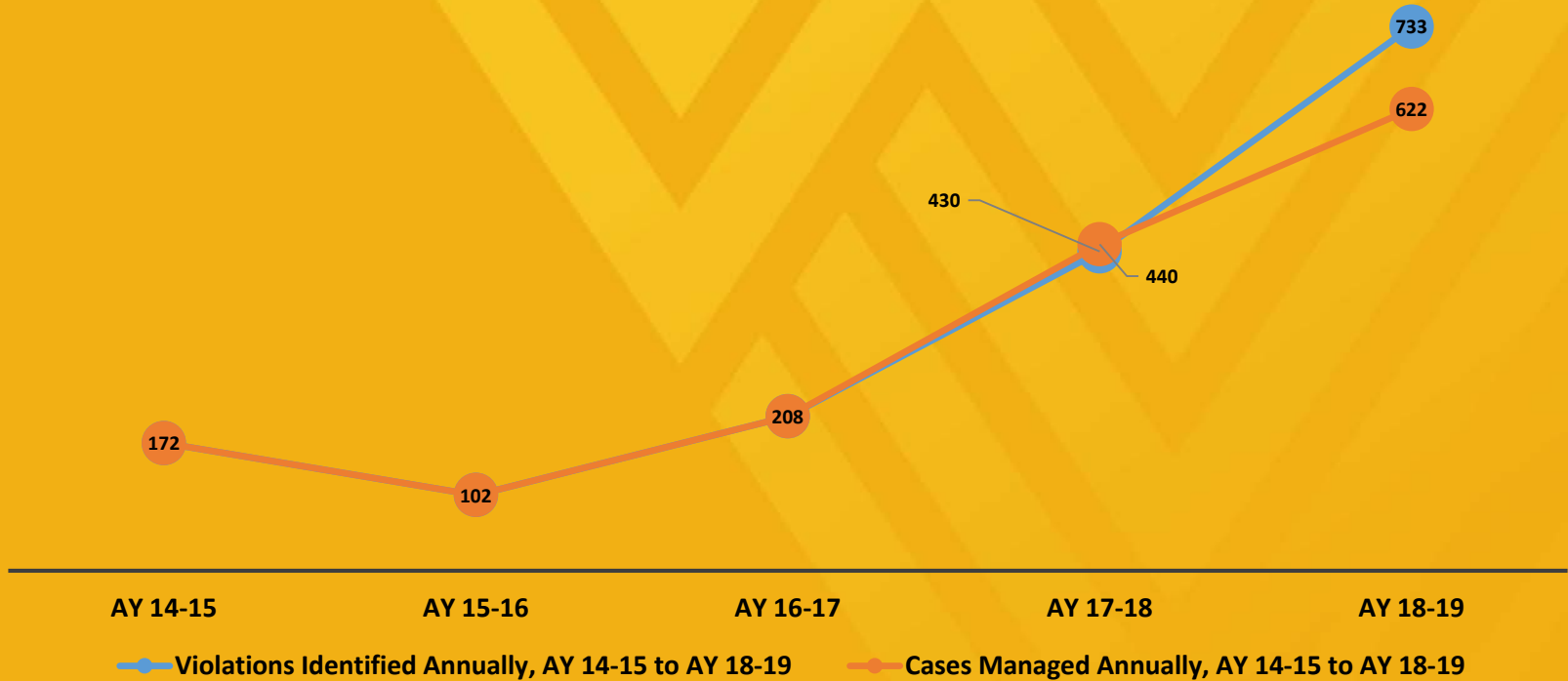
Academic Integrity at WVU: Policy and Data Update

September 9, 2019

Mark Gavin, PhD

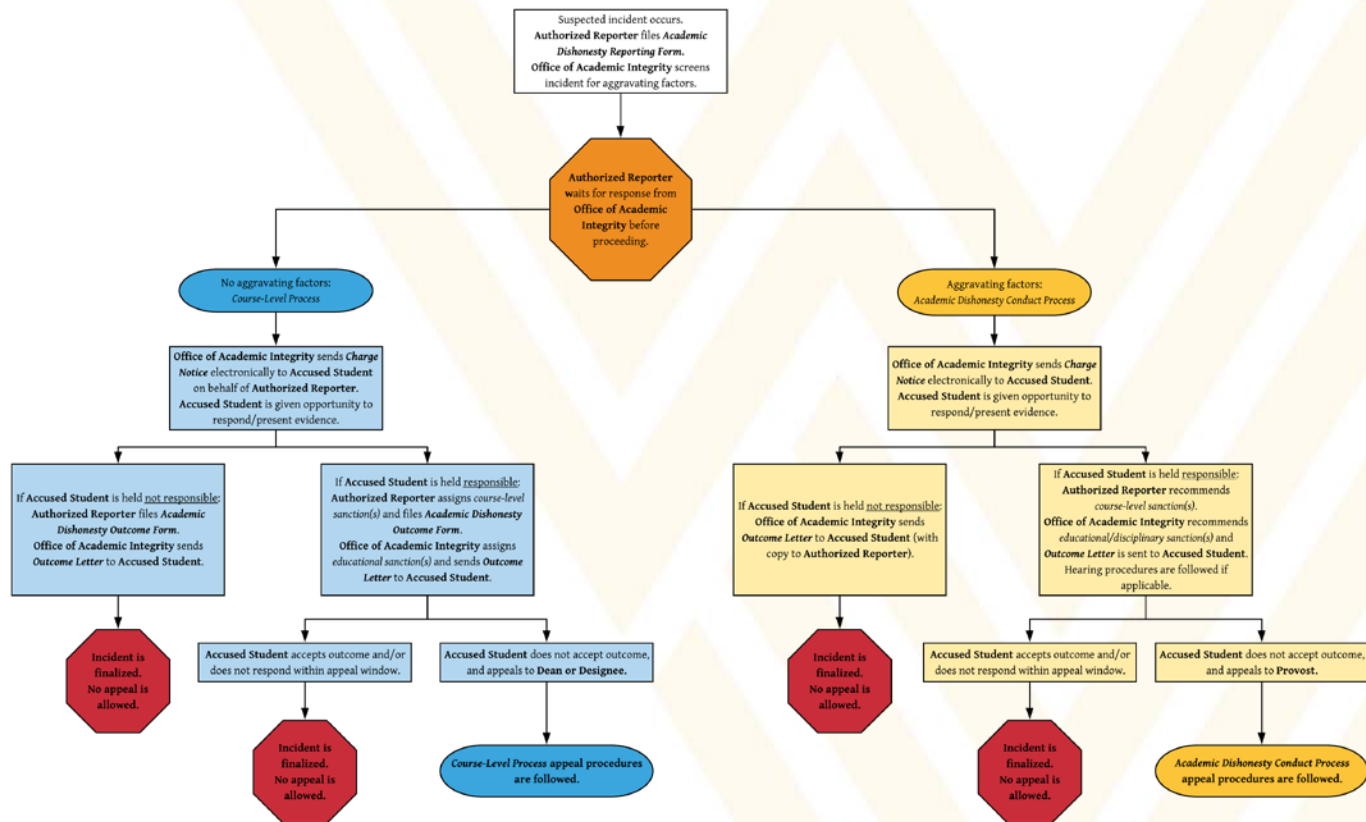
Azalea Hulbert, PhD

Cases Reported Annually, AY 14-15 to AY 18-19 (to date)



Policy on Student Academic Integrity

- Establishes written rules, regulations, and procedures concerning academic integrity violations for WVU.
- This code applies to **all students** associated with West Virginia University under the authority of the West Virginia University Board of Governors, with the exception of specific exempted programs in the Colleges of Health Sciences and Law.



What's New?

- Simultaneous course-level and conduct procedures allow for faster resolution of aggravated cases.
- All official communications with the student will be sent by the Office of Academic Integrity, with the exception of appeal communications.
- Appeals at the course and conduct levels have been reduced one (1) rather than three (3), and go to the Dean/designee or Provost/designee respectively.

What's New?

- Sanctioning at the course level is capped at course failure. The conduct process will be used for sanctions that can lead to a permanent record and/or separation from the University/program.
- A scoring model will be used by the Office of Academic Integrity as a guideline for stricter sanctions.
- Educational sanctions will be imposed in all cases where a student is held responsible for academic dishonesty.

About the Office of Academic Integrity

- Contact Information:
 - Director: Azalea Hulbert, PhD
 - Graduate Assistant: Justine Lee, MPA
 - Student Staff: Leah Snider and Tori Garnes
 - (304) 293-8111 | AcademicIntegrity@mail.wvu.edu
- Submitting a Complaint:
 - <https://provost.wvu.edu/governance/academic-standards-resources>

2023 – 2024 Academic Calendar

Fall 2023 Academic Calendar

Friday, August 11.....Faculty Contract (9 month start date)
 Wednesday, August 16.....On Campus First Day of Classes
 Monday, September 4.....Labor Day Recess: University Closed
 Wednesday, October 4.....Mid-Check Grades Due
 Thursday, October 5 thru Friday, October 6.....Fall Break
 Saturday, November 18 thru Sunday, November 26.....Fall Recess
 Thursday, December 7.....Last day of Classes
 Friday, December 8.....Prep Day for Finals
 Monday, December 11 thru Friday, December 15.....Final Exam Week
 Saturday, December 16.....Commencement

Spring 2024 Academic Calendar

Monday, January 8.....On Campus First day of Classes
 Monday, January 15.....Martin Luther King, Jr. Day Recess: University Closed
 Friday, March 1.....Mid-Check Grades Due
 Saturday, March 9 thru Sunday, March 17.....Spring Recess
 Friday, March 29.....Spring Holiday: University Closed
 Friday, April 26.....Last day of Classes
 Monday, April 29 thru Friday, May 3Final Exam Week
 Friday, Saturday and Sunday, May 10, May 11 and 12.....Commencement

Summer 2024 Academic Calendar

Monday, May 13.....On-Campus First Day of Classes
 Tuesday, May 14.....General Election Day: University Closed
 Monday, May 27.....Memorial Day Recess: University Closed
 Monday, June 24.....2nd Part of Term
 Tuesday, July 4.....Independence Day Recess: University Closed
 Friday, August 2.....Last Day of Classes



West Virginia University Calendar Guidelines

(Approved by Faculty Senate - 5/17/17)

Academic Term Criteria:

- Wednesday mid-August start (Faculty start date occurs the Friday prior to Wednesday term start date)
- 2150 class minutes (required)
 - Count Mondays-Wednesday and Fridays (43-44);
 - Count Tuesday- Thursday (30)
- Holidays: Series 14 <https://www.wvhepc.org/resources/133-14.pdf>

The number of full holidays shall be twelve, plus additional days for any statewide, primary or general election. Specified holidays shall include Independence Day, Labor Day, Thanksgiving Day, Christmas Day, New Year's Day, and Martin Luther King's Birthday. Six additional days determined by the governing board or president as provided in Section 2.1 shall also be taken. If a specified holiday falls on a Saturday or Sunday, the preceding Friday or the following Monday will be observed as the legal holiday.

As specified in the regulations of the division of personnel for agencies of the executive branch of state government, one-half day preceding Christmas or New Year's Day shall be a holiday when Christmas or New Year's Day falls on Tuesday, Wednesday, Thursday, or Friday.

- Election days
 - Primary.....second Tuesday in May on even years
 - Generalfirst Tuesday in November on even years
- Thanksgiving - Currently 1 full week
- Fall Break - On odd years, recommend a 2-day Fall Break. Election years only permits 1 day (normally occurs on a Friday due to other Monday holidays in the Fall).
- Winter Break - Jan Start - When feasible, allow a three-week break between last day of fall Finals and the start of Spring term. It is also important to allow 10 days for posting of Fellowship and financial aid awards.
- Spring Break - occurs after mid-semester (weeks 8 or 9) and encompasses St. Patrick's Day when possible.
- Days of Special Concern - see institutional policy