

Minutes
West Virginia University Faculty Senate
Monday, September 10, 2018

1. David Hauser, Faculty Senate Chair, called the meeting to order at 3:18 p.m. in Ruby Grand Hall, Erickson Alumni Center.

Members Present:

Ameri, S.	Cossman, L.	Hardy, S.	Morris, M.	Schimmel, C.
Anderson, K.	Crichlow, S.	Harrison, N.	Morris, T.	Scott, D.
Andress, L.	Criser, A.	Hessl, A.	Murphy, E.	Sedney, C.
Angeline, M.	Cronin, A.	Hibbert, A.	Murray, J.	Singh-Corcoran, N.
Atkins, C.	Cui, A.	Hildebrand, L.	Myers, M.	Soccorsi, A.
Ballard, D.	DiBartolomeo, L.	Hileman, S.	Myers, S.	Sowards, A.
Bastress, R.	Dietz, M.	Holbein, M.	Nutter, R.	Swager, L.
Benedito, V.	Donley, D.	Hornsby, G.	Ogden, L.	Tapia, J.
Bilgesu, I.	Eades, D.	Hutson, Z.	Olfert, M.	Thomas, J.
Bishop, J.	Elliott, E.	Kleist, V.	Olson, K.	Ueno, C.
Bonner, D.	Eschen, E.	Knox, S.	Ponte, C.	Utzman, R.
Bowman, N.	Estep, C.	Kolar, M.	Pradhan, T.	Valentine, K.
Bravo, G.	Eubank, T.	M'bayo, T.	Toppe, M.	Vanderhoff, J.
Brock, R.	Feaster, K.	Mallow, J.	Scaife, B.	Vona-Davis, L.
Brooks, R.	Fleming, S.	Martucci, A.	Pyzdrowski, L.	Walter, S.
Burnside, J.	Fraustino, J.	Matak, K.	Reddy, R.	Wayne, S.
Burt, A.	Galvez, M.	McCombie, R.	Reymond, R.	Welsh, A.
Chisholm, S.	Garofoli, G.	McCrary, J.	Rice, T.	Woods, S.
Clemmer, M.	Germana, M.	Miller, D.	Rowlands, A.	Yocke, R.
Collins, A.	Goodykoontz, E.	Montgomery-Downs, H.	Ryan, E.	Yu, H.
Corio, E.	Haines, K.	Morris, A.	Sand-Jecklin, K.	

Members Excused:

Bernardes, E.	Costas, M.	Krause, M.	Miltenberger, M.	Prucz, J.
Blobaum, R.	Evans, J.	Li, B.	Plein, C.	Tudorascu, A.
Casey, F.	Goff, N.			

Members Absent:

Barko, C.	Hartnett, H.	Lockman, J.	Schaeffer, P.	Tobin, G.
Cohen, S.	Jacobson, G.	Mucino, V.	Shapiro, R.	Tu, S.
Dickman, B.	Kiefer, C.	Patel, R.	Smith, M.	Woloshuk, J.
Flanigan, M.	Law, K.	Rakes, P.		

Faculty Senate Officers Present:

Hauser, D.	Hileman, S.	Murphy, E.	Nutter, R.
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2. Chair Hauser moved for approval of the minutes from the Monday, June 11, 2018 meeting.
Motion carried.
3. President E. Gordon Gee reported the following:
 - We have 6650 new students spread across our three campuses. Beckley continues to grow, while our other two institutions are a bit flat. We intend to increase our retention rates and we have a great admissions process.

- We had 300 honors students when he came to WVU over four years ago. We now have 1020 honors students, even though we substantially raised the requirements for being an honors student. We have reached our goal of having 20 percent of our students admitted to the Honors College, which is a promising sign of our efforts to continue to transform the academic culture of our campus.
- Our governor created a Blue Ribbon Commission on the future of higher education, particularly 4-year institutions, in this state. For a long period of time, we have not examined the structure of higher education in West Virginia, the role and function of the Higher Education Policy Commission, or the role of 4-year institutions vis-à-vis the community and technical colleges. The commission hopes to have a series of recommendations ready for legislative action and gubernatorial support by the middle of November. He thinks our current system is broken, in that we have a higher education system that is not rewarding of performance, we are dramatically over-bureaucratized, and there was a funding proposal put forward that takes money away from the University to designate it for other institutions. In terms of where we ought to end up, he believes that: 1) we need to have a governance structure that allows the local boards of the institution to be in charge of that institution, 2) we need to have a policy commission that is greatly pared down to provide service functions for those smaller institutions that need to have them, and that the head of the policy commission should be a director, probably reporting to the governor as a cabinet member, and 3) we need to recognize that all of higher education in this state is dramatically underfunded. In the meantime, we need to have a funding formula that recognizes there are some small, regional institutions that are underfunded and we need to right size that with a \$10 million infusion of state funding for higher education. In the long term, we need a funding formula that recognizes 1) differentiation in complexity, and that 2) institutions need to be rewarded for performance that includes, for example, increasing graduation rates, retention rates, and quality of classes.
- He is engaged in improving the quality of Greek life on this campus. We went through a process last spring of raising standards and raising expectations. The sororities did very well, as did the vast majority of fraternities. Some fraternities declared that they wanted to be independent of the university, which he does not believe is in best interest of WVU. He sent a note to every parent of incoming freshman to say that this is not something we endorse.
- For the fourth consecutive year, the annual giving program has increased. We raised \$161 million in the last fiscal year, and \$1.25 billion for the State of Minds campaign. Our goal is to be at about \$2 million per year as quickly as possible. If the state is an unreliable partner, our donors need to be the most reliable of partners.

4. Provost Joyce McConnell reported the following:

- She thanked everyone for their interest in Campus Read, which is in its third year at WVU. This year's selection is "Station Eleven" by Emily St. John Mandel. The author will speak in the Clay Theatre at 7:30 p.m. on September 19.
- We have invested \$40 million to upgrade the PRT. Given the age of the system, we have to self-create almost all of the upgrades. The Office of the Provost sent an email out on August 15 asking all faculty to be considerate of students delayed by the PRT. In addition, the transportation office studied student ridership patterns and generated a schedule that adapted to student needs. The schedule for the bus shuttle back-up to the PRT was updated on August 22.

- There has been a reorganization in the Office of the Provost. John Campbell, a national expert in retention, will focus on that critical need. Paul Kreider is now a vice provost, responsible for undergraduate education; the deans will be reporting to him. Mark Gavin from the College of Business and Economics moved into an associate provost role to focus on facilities and budget.
- She appreciates everyone reaching out concerning our obligation to diversity and inclusion with respect to the Festival of Ideas. The series is organized by the Office of the President. Going forward, Meshea Poore, Vice President for the Division of Diversity, Equity and Inclusion is coordinating some town hall conversations and giving thought to other ways in which we can go about structuring and identifying our guests for the Festival of Ideas. Funding for speakers is limited to \$100,000 annually, which prevents us from bringing in some of the high-profile speakers that are often recommended. However, we have been able to put together a much more diverse group of speakers, which is reflected on the Festival of Ideas web site.
- Dana Voelker from CPASS received the Dorothy V. Harris Memorial Award from the Association for Applied Sport Psychology.
- Ann Chester has been awarded a President's Award for Excellence in Science Math and Engineering Mentoring.
- Carsten Milsmann, assistant professor of Chemistry, has received a National Science Foundation CAREER Award.
- Gay Stewart, Director of the WVU Center for Excellence in STEM Education, received a National Science Foundation award for the First2 STEM Success Alliance.

5. Vice Provost Paul Kreider reported the following:

- This fall, we did a drop of students who had tuition bills of \$1000 or more. On August 27, there were 2257 students who owed \$1000 more, for a total of \$29.2 million. Following communication with students and their families, 887 students owing a total of \$9.2 million were dropped from their classes. Students were given three days to be reinstated by paying their tuition bill or by entering into a payment plan. By the end of the day on Friday, September 7, 61 percent of those students were reinstated. That left 345 students owing a total of \$2.9 million who were not reinstated. He thanked the Mountaineer Hub for all of their work on this project.
- The 2018-2019 Academic Leadership Fellows are working with the Office of the Provost as follows: Joshua Hall, Economics, is working on strategic budget planning; Nicole Infante, Mathematics, is working on DFW rates; Allison Dagten, Literacy Studies, is working in graduate processes; Rhonda Reymond, Art History, is working on Project 168; Christian Schaupp from Accounting, Matthew Smith from Neurocritical Care, and Judith Wasserman from Landscape Architecture are working with the provost on strategic planning; Evan Widders, Multidisciplinary Studies, is working on transfers; and Trisha Phillips, Political Science, is working on academic integrity.
- Applications are being accepted for the 2019-2020 Academic Leadership Fellows program. Please visit the <https://faculty.wvu.edu/home/internal-awards-fellowships-and-grants> page (scroll down to Fellowships and click on the Academic Leadership Fellows Program) or contact Chris Staples in the Office of the Provost for more information.

- In 2010, WVU received a Carnegie Foundation Community Engaged University status. We need to apply for renewal in the spring of 2019. An interest session will be held at 1:00 on September 11 in the Shenandoah Room of the Mountainlair.

6. Chair Hauser reported the following:

- Chad Proudfoot, a longstanding member of the WVU Senate, has accepted a position at another university. He is presently both the Senate Parliamentarian and the Faculty Secretary. We will need to replace him in those positions, though given the amount of time and effort Chad has devoted to the Senate, he will be very difficult to replace. Dr. Hauser will provide updates in future Senate meetings as we move forward. Marjorie McDiarmid from WVU's School of Law has graciously stepped in for the short-term to assist with parliamentary questions.
- One of our Senators, Gretchen Garafoli, has offered to facilitate a flu prevention clinic before and after our November 12 Faculty Senate meeting. This will be free for all PEIA members.
- In past Senate meetings, we had discussions of when eCampus should be open for faculty to provide information for their students. There was an announcement this year that faculty can control this for themselves. Every faculty member can set eCampus to open up to seven days before the official start date of their course(s).
- We are working with CB Wilson's office to look for volunteers for the University Promotion and Tenure Advisory Panel. The panel helps advise the provost on cases of promotion and/or tenure at WVU. Last year we had approximately 150 promotion and/or tenure cases across WVU and the divisional campuses. We are looking for at least ten faculty members to serve on this year's panel, which is expected to complete its work in March and April. If anyone is interested in serving, please email Dr. Hauser. You can be of any faculty rank or from any campus, but you cannot be already serving on P&T committees at the unit or college level.

7. Cris DeBord, Vice President for Talent and Culture, discussed the results of the 2016 and 2017 WVU Culture Surveys and actions the University is taking in response to the findings. Annex IA.

8. Kimberly Floyd, Chair, Curriculum Committee, presented the following report for acceptance.

Annex I, 2017-2018 Committee Report and 2018-2019 Goals. Motion carried.

9. General Education Foundations Committee – no report.

10. The following committee chairs introduced themselves and provided a brief summary of their committees' functions.

Carolyn Atkins, Committee on Committees, Membership and Constituencies.

Kimberly Floyd, Curriculum Committee.

Scott Wayne, Faculty Welfare Committee.

Robert Brock, General Education Foundations Committee.

Nicholas Bowman, Research and Scholarship Committee and Library Committee.

Karen Haines, Service Committee.

Ashley Martucci, Teaching and Assessment Committee.

11. David Hauser presented Annex II, Standing Committee Membership Changes, for approval. Motion carried.
12. Roy Nutter, Faculty Representative to State Government, reported that he attended the Higher Education Policy Commission and the Advisory Council of Faculty meetings on August 24, 2018. HEPC gave a presentation on their budget algorithm proposal. The D and F repeat provisions of HEPC's Series 22, Grade Point Average for Associate and Baccalaureate Degrees, was also discussed. Students at 4-year institutions may repeat up to 21 credit hours, and may request a C repeat in upper division courses. Although the procedural rule does not apply to WVU or Marshall, he believes we need to consider how repeated courses will be handled for transfer students. There is also an ongoing discussion about whether the Advisory Council of Classified Employees will continue to exist, as some institutions no longer have, or will soon eliminate, classified staff.
13. Stan Hileman, BOG Representative, reported that the Board of Governors met on Friday, June 22. The Board approved the FY 2019 budget and approved Rule 5.1 Authorizations and Delegations of Authority for Financial and Administrative Matters. Proposed Rule 5.2 Capital Improvement Management, Proposed Rule 5.3 Emergency Management and Campus Safety, and Proposed Rule 5.4 Campus Facilities Plan were approved for comment. The Board also discussed and approved moving forward on construction of a new dormitory at the WVU Beckley campus. The new SGA president, Isaac Obioma, will replace Blake Humphrey on the Board of Governors. Tom Flaherty's term will end as soon as the governor appoints his replacement. The next meeting will be on September 21.
14. CB Wilson, Associate Provost for Academic Personnel, presented Annex IIIA, a draft Background Checks policy, and Annex IIIB, a set of frequently asked questions. The documents have been reviewed by the rules team (which is the group that worked on BOG faculty rules), by department chairs during the summer Chairs' Symposium, by the Faculty Senate Executive Committee, and by the deans. The policy will be reviewed by the Provost's Council and the Board of Governors.
15. David Hauser presented Annex III, proposed amendments to the WVU Faculty Senate Constitution, and Annex IV, an overview of those proposed changes, for approval. Motion carried by a vote of 76-2. The proposed amendments will be presented to the University Assembly at its October 8, 2018 meeting.
16. New Business – Lauri Andress asked how the Senate goes about establishing a new committee according to Article III of the faculty constitution. David Hauser will check into the process and follow-up with Dr. Andress.
17. The meeting adjourned at 4:57 p.m. to reconvene on Monday, October 8, 2018.

Judy Hamilton
Office Administrator



WVU CULTURE SURVEY

WHERE WE WERE: 2016 WVU CULTURE SURVEY RESULTS

HIGHEST-SCORING ESSENTIAL BEHAVIORS



Sense of Pride



Student Focused



Our People Are Fun
to Be Around

LOWEST-SCORING ESSENTIAL BEHAVIORS



Empowerment



Coaching and Feedback



Appreciation and
Recognition

HOW WE RESPONDED

Appreciation and Recognition

- / Launched Go Beyond employee recognition program.
- / Implemented WVU Values Coin recognition program.

Empowerment

- / Held Campus Conversations with faculty and staff about critical topics.
- / Expanded WVU's Culture Survey systemwide and provided departmental and functional leaders with individualized results.
- / Involved faculty and staff in HR policy development process.

Coaching and Feedback

- / Enhanced the Performance Management process and made it mandatory.
- / Implemented Crucial Conversations and other supervisor training programs.

WHERE WE ARE: 2017 WVU CULTURE SURVEY RESULTS

HIGHEST-SCORING ESSENTIAL BEHAVIORS



Sense of Pride



Student Focused



High Expectations
for Performance

LOWEST-SCORING ESSENTIAL BEHAVIORS



High Performance is
Recognized and Rewarded



Coaching and Feedback



Appreciation and
Recognition

HOW WE ARE RESPONDING

Investing in Our Talent

- / Aligning faculty and staff compensation closer to market-competitive levels.
- / Enhanced New Employee Orientation (NEO) program and employee onboarding process.

Investing in Our Leaders

- / Provided leaders with individualized Culture Survey results.
- / Partnered with Ritz-Carlton to host developmental culture workshops for deans and several functional areas.
- / Rolling out Upward Feedback process to promote supervisors' personal and professional development.
- / Designed training/tools for supervisors to handle feedback sessions with employees, conduct stay interviews for high performers, manage difficult conversations and navigate performance reviews.

Promoting a Positive Workplace

- / Expanding Go Beyond across the WVU System and upgrading the platform.
- / Implementing WVU Employee Code of Conduct:
 - / Includes input from **~300 employees**, including representatives from more than **40 schools/units**.

WHAT'S NEXT?

2018 WVU Culture Survey

- / The 2018 Culture Survey will be open to all benefits-eligible faculty and staff across the WVU System.
- / The survey will launch on **Monday, Oct. 1**, and will remain open through **Monday, Oct. 15**.
- / We will continue to provide leaders with individualized Culture Survey results.
- / As with previous surveys, confidentiality and anonymity will be assured.
- / We will hold Campus Conversations in spring 2019 to share the survey results.

Please make your voice heard by participating in the 2018 WVU Culture Survey.

QUESTIONS?

To: Faculty Senate Executive Committee
From: Kim Floyd, Chair, Faculty Senate Curriculum Committee
Re: Annual Report 2017-2018 and Goals for 2018-2019
Date: August 27, 2018

Committee Members:

Ralph Utzman, Chair, Medicine
Kimberly Floyd, Chair-elect, CEHS
Susan Arnold, Libraries
Vagner Benedito, Davis
Ednilson Bernardes, B&E
Nick Bowman, Eberly
Rachel Bragg, WVUIT
Sheryl Chisholm, PSC
Anne Cronin, Medicine
Elaine Eschen, Statler
Amy Funk, Dentistry
Werner Geldenhuys, Pharmacy
Terese Giobbia, Creative Arts
Karen Haines, CEHS
Robin Hissam, Statler
Jennifer Steele, Eberly
Cindi Trickett Shockey, Dentistry
Charis Tsikkou, Eberly

Ex officio Members:

Sean McGowan, Registrar's Office
Lou Slimak, Provost's Office
Misty Woldemikael, Registrar's Office

The Faculty Senate Curriculum Committee approved the following proposals from September 2017 through June 2018:

New Courses: 314

Course Changes: 167

Course Deletions: 54

Capstones: 11

Course Adoptions: 43

Minors:

Accounting
Addiction Studies

Appalachian Music
Business Cybersecurity
Business Data Analytics
Criminology
Cybersecurity
Entrepreneurship
Forensic Investigation
Hospitality and Tourism Management
Marketing
Professional Sales

Majors:

Adventure Recreation Management (WVUIT)
Construction Management (WVUIT)
Cybersecurity
Environmental and Community Planning
Health Informatics and Information Management (PSC)
Interactive Design for Media
Multidisciplinary Studies (PSC)
Organizational Leadership
Sports and Adventure Media
Physical Activity and Well-Being
Technical Art History

Program Changes:

Minor in Entrepreneurial Studies
BS Degree for Physical Education and Kinesiology
Major in International Studies
BA in English Secondary Education

Certificates:

Global Mountaineers

Goals for 2018-2019:

1. Work out a process for how to handle course proposal reviews when one or both reviewers are absent.
2. Develop a general philosophy or framework for course numbering by level.
3. Continue to promote Quality Matters/Teaching & Learning Commons as a pathway for new program development
4. Coordinate with the Teaching and Assessment Committee (TACo) as its scope develops.
5. Streamline guidance for development of minors.

Last Name	First Name	Appointment	Committee
Angeline	Mary Beth	Eberly	GEFCO
Crawford	Anna	Librarians	Research and Scholarship
Crichlow	Scott	Eberly	Faculty Welfare
Galvez Peralta	Marina	Pharmacy	Curriculum
Garofoli	Gretchen	Pharmacy	TACO
Hambrick	General	CCA	Research and Scholarship
Hengemihle	Barbara	Librarians	Service
Hibbert	Ann Marie	B&E	Research and Scholarship
Hoffman	Christine	Eberly	Research and Scholarship
Subramani	K	Statler	Library
Velichkovski	Darko	CCA	Curriculum

WVU Policy

Background Checks

Talent and Culture

Title: Background Checks

Responsible Unit: Talent and Culture

Adopted: October 1, 2018

Revision History: None

Review Date: October 2020

WVU POLICY

BACKGROUND CHECKS

SECTION 1: PURPOSE AND SCOPE

- 1.1 West Virginia University is committed to providing a safe and secure environment for the University community in support of its overall mission, by requiring the use of background checks in the hiring process for all employees.
- 1.2 This policy applies to all final candidates employed after October 1, 2018, employees with more than a one-year break in service, and employees whose required duties and responsibilities materially change.

SECTION 2: POLICY.

- 2.1 West Virginia University requires background checks for all newly hired employees that are full-time or part-time. Background checks shall be required prior to employment (post-offer, pre-employment).
- 2.2 Offers of employment for new employees will be made contingent upon completion of the background check process and a determination that the results of the background check are satisfactory to WVU. Employees who have a break in employment (or interruption in service) of more than twelve (12) months must have a background check when they return under the same conditions as new hires.
- 2.3 A background check will be required for internal/current employees changing positions/departments due to a transfer, reassignment or change in status (e.g., part-time to full-time), unless the person has already had a background check which is specific to the newly assumed position within the last twelve (12) months. The employee will be permitted to start working while the background check is in process, unless there is a material change to the position such as a required DMV check. In these cases, the employees may not start working in the position. Promotions in rank (e.g., Assistant to Associate Professor) or awards of tenure do not require a background screening.
- 2.4 A new employee must receive approval from the Provost or Vice President if permitted to start working while the background check is in process.
- 2.5 The background check may include: address verification; social security number check; military history; a county, statewide and federal criminal records search; search of sex offender registries; driving records; and global homeland security search.. For positions



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requiring a degree, the background check will also include verification of academic credentials.

- 2.6 A more comprehensive background check may be required pursuant to a University administrative decision, local, state or federal law, or for certain sensitive positions.
- 2.7 A background check authorization form must be completed by the candidate or employee each time WVU conducts a background check. A candidate or employee that refuses to sign the background check authorization form will not be considered further for that position.
- 2.8 Any exceptions to this policy must receive approval from the Provost (for faculty and certain staff positions) or Vice President (staff positions).

SECTION 3: CONFIDENTIALITY.

- 3.1 All background check results and records are reviewed and handled in a confidential manner and in compliance with all applicable federal, state, and local laws, including the Fair Credit Reporting Act (FCRA). The background check results will be confidentially kept within WVU Talent and Culture. Background check results, if appropriate, will be shared with the Provost and/or the Vice President.

SECTION 4: BACKGROUND CHECK REVIEW.

- 4.1 WVU Talent and Culture will establish guidelines consistent with this policy for the administration of these checks and the review of background check results. If no adverse information is reported in a background check, satisfactory completion will be recorded by WVU Talent and Culture.
- 4.2 However, if adverse information is reported, further review will be conducted. WVU Talent and Culture will notify the applicant of the adverse information and the applicant will have five (5) business days to contact the third-party vendor or West Virginia University as appropriate, to correct, update or provide additional information if he or she feels the information is inaccurate. Upon completion of this, WVU Talent and Culture, if appropriate, will share with the Provost and/or Vice President the background check results for a final determination of employment eligibility. The Office of General Counsel and/or the WVU Police Department will provide advice and consultation as requested.
- 4.3 A previous conviction will not automatically disqualify a prospective or current employee from employment with the University. The persons listed above will review factors including but not limited to: the nature and seriousness of the offense, the circumstances



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under which the offense occurred, relationship between the duties to be performed and the offense committed, the age of the person when the offense was committed, whether the offense was an isolated or repeated incident, the length of time that has passed since the offense, past employment and history of academic or disciplinary misconduct, evidence of successful rehabilitation, whether there is a statutory prohibition related to the offense, and the accuracy of any information provided.

- 4.4 If there is a recommendation to withdraw a conditional offer of employment, or if there is other adverse action recommended, WVU Talent and Culture, and if appropriate, the Provost and/or Vice President will make the final decision. In compliance with the Fair Credit Reporting Act (FCRA), WVU Talent and Culture will notify the prospective or current employee if information obtained from the background check may be used, in whole or in part, in the decision to deny employment or as the basis for any adverse employment action.
- 4.5 Any disciplinary action involving a current employee would proceed pursuant to the Board of Governors Talent and Culture Rule 3.1 and/or Faculty Rule 4.2. Prospective and current employees who fail to cooperate in the background check process may have their conditional offer of employment withdrawn and/or may be subject to disciplinary action under the WVU Talent and Culture policy and procedure; Board of Governors Talent and Culture Rule 3.1 and/or Faculty Rule 4.2; and applicable local, state or federal statute.

SECTION 5: SUBSEQUENT VERIFICATIONS.

- 5.1 A background check may be requested or performed after the initial check covered by this policy in accordance with applicable policies, procedures or practices of the University. WVU reserves the right, at its sole discretion, to amend, replace, and/or terminate this policy at any time.

SECTION 6: DEFINITIONS.

- 6.1 “All newly hired employees” includes faculty, adjunct faculty, postdoctoral research associates, and graduate assistants, as well as non-classified, classified, and temporary employees. Not included is student workers.
- 6.2 “Provost” means the Provost of the University or the Provost’s designee.
- 6.3 “Vice President” means the Vice President of Talent and Culture or the Vice President’s designee.
- 6.4 “Adverse action” means the method that WVU outlines the reasoning as to why an applicant may not be hired.



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SECTION 7: DELEGATION.

- 7.1 The Board of Governors delegates to the President the authority to adopt additional academic affairs internal policies and procedures to effectuate the implementation of this Board of Governors Rule or in furtherance of any other authority that the Board of Governors has specifically delegated to the President pursuant to this Rule. Any actions taken pursuant to this delegation must be consistent with the guidelines provided by this Rule.

SECTION 8: AUTHORITY & REFERENCES.

- 8.1 W. Va. Code §18B-1-6, §18B-2A-4, §18B-7-1, et seq., §18B-9A-1, et seq., §18B-9B-1, §§ 18B-1-6, 18B-8-1 through -7; WVU BOG Talent and Culture Rule 3.1 Administration and Employment Practices; WVU BOG Faculty Rule 4.2 Appointment, Promotion, Tenure, and Dismissal for Cause.

SECTION 9: SUPERCEDES.

- 9.1 This Policy supersedes all other policies, procedures or guidelines at the University to the extent those documents are inconsistent with and fall under the scope of this Policy.



West Virginia University Background Check Policy Frequently Asked Questions

Q 1: Why is WVU implementing background checks?

A: WVU is committed to providing a safe and secure environment for the University community in support of its overall mission, by requiring the use of background checks in the hiring process for all employees. Currently background checks are required for staff positions at the university and positions covered by Board of Governors Rule 1.7 – Rule on Child Protection. WVU is currently the only Big XII university that does not require background checks of all employees.

Q 2: Who must complete a background check?

A: All final candidates for positions that are full-time or part-time, former employees with more than a one-year break in service, and employees whose required duties and responsibilities materially change.

Q 3: Do new employees who are supported by a grant need to complete the background check?

A: Background checks are required of all final candidates for positions that are full-time or part-time, including graduate assistants, regardless of funding source, so this includes those supported by a grant.

Q 4: When does the background check take place?

A: The background check takes place post verbal offer, pre-employment.

Q 5: Are additional background checks required after the initial background check is completed on the new employee?

A: In most cases, only those employees who have a break in employment of more than twelve (12) months will need an additional background check when they are rehired. Additionally, a background check may be required for employees changing positions/departments due to a transfer, reassignment, or change in status, unless the person has already had a background check within the previous year. Promotions in rank or awards of tenure do not require background screening.

Please contact the Office of the Provost or WVU Talent & Culture if there are questions relating to additional background checks.

Q 6: Who conducts the background check?

A: WVU has contracted with a third-party vendor to conduct all background checks for all employees.

Q 7: What steps must the candidate take to complete the background check, and what information will the candidate need to provide for the background check?

A: The final candidate must complete the online form generated through WVU Talent & Culture in its entirety and execute a signed consent and disclosure form. As part of the form, the candidate

must provide his/her first and last names; current address with city, state, and zip code; date of birth; social security number; and telephone number.

Q 8: What does the background check include?

A: The background check includes: address verification; social security number check (to verify the person is who they claim to be); a county, statewide and federal criminal records search; search of sex offender registries; driving records; and examination of state and federal debarment lists. For faculty and/or specific staff positions the background check will also include verification of academic credentials.

Q 9: Does the background check include a credit history check?

A: For the majority of positions, background checks do not include a check on credit. However, a more comprehensive background check, including credit, may be required pursuant to a University administrative decision, local, state or federal law, or for certain sensitive positions.

Q 10: How does the University protect an individual's right to privacy?

A: WVU follows state and federal laws that ensure a candidate's right to privacy, which prohibits employees and others from using or disclosing personal information except within the scope of their assigned duties.

Q 11: Does a candidate have to give permission or consent for a check to be conducted?

A: Yes. If a candidate does not give permission or neglects to give all of the information required to process a background investigation, the check will not be conducted. However, a person who does not give permission or does not provide all of the information needed cannot be employed by WVU.

Q 12: If a candidate has adverse information reported in the background check, is that individual automatically disqualified from employment at WVU?

A: No. Adverse information is not an automatic bar to employment. WVU will consider the passage of time and the severity, frequency, and nature of a conviction, as well as its relationship to the position in question. If the background check reveals information that affects the University's decision to not offer employment, the candidate will be provided an opportunity to see the findings and provide an explanation.

Q 13: Who makes the decision on what constitutes adverse information?

A: WVU Talent & Culture receives the initial report and makes a decision based on factors listed in Question 12. If appropriate, WVU Talent & Culture will share with the Provost and/or Vice President the background check results for a final determination of employment eligibility.

Q 14: How will the hiring department be notified of the background check results?

A: If the background check comes back with no adverse information, WVU Talent & Culture will proceed forward with the hire. However, if the check reveals adverse information that would affect the candidate's employment status with the University, WVU Talent & Culture will notify the department that the results of the background check make the candidate ineligible to be hired.

Q 15: Will WVU Talent & Culture share the results of the background check with the hiring department?

A: No. In order to protect the confidentiality of the information obtained, WVU Talent & Culture will only share with the Provost (faculty and certain staff positions) and/or the Vice President (staff positions) if appropriate. The Provost and/or the Vice President will review the information and make a final determination whether or not the candidate may be employed.

Q 17: How long does it take to get the results of a background check?

A: Most background check results are made available within two (2) business days from submission, however it may take up to five (5) business days to process. Additional time is needed if the candidate has lived overseas or in multiple states.

Q 18: Do candidates have the right to receive a copy of their background check?

A: Yes. Candidates are given this right under the Fair Credit Reporting Act (FCRA). To receive a copy, the candidate will need to request one from the third-party agency.

Q 19: Who may candidates contact if they have additional questions about the background check process?

A: Candidates should contact the Background Check Representative within WVU Talent & Culture at 304-293-5700 or WVUHire@mail.wvu.edu.

WEST VIRGINIA UNIVERSITY

FACULTY CONSTITUTION

Preamble

Traditions of the academic community in general and of West Virginia University in particular demand that the faculties of the colleges, schools, and divisional campuses of West Virginia University participate fully in the governance of the University. It is recognized that legal authority to guide and regulate the University is vested by the West Virginia Legislature in the Higher Education Policy Commission and the West Virginia University Board of Governors through the President of the University. Campus Provosts Presidents at Potomac State College of WVU and the WVU Institute of Technology report to the President of the University through the Provost and Vice President for Academic Affairs. It is recognized that the faculties of the divisional campuses of WVU will pursue their own governance as needed, consistent with University policies and practices, but will be represented in the Faculty Senate. It is further recognized that as a corollary of academic freedom, the faculty has a responsibility for guiding the academic pursuits of the University as well as for guiding the academic pursuits of each campus, college, school, or their equivalent in the University. The University faculty acknowledges responsibility to communicate its views on matters bearing upon the academic program to those exercising legal authority over the institution. To that end, this Constitution is established to facilitate a meaningful flow of information and to further understanding among the faculty, administration, students, and staff; and to assist the President and the governing and policy boards in developing University policy.

Article I

The University Assembly

1. Composition

- a. The University Assembly shall include those faculty employed full time by West Virginia University, those who report to an academic Dean, and those who perform activities responsive to the academic obligation of the University as defined by Board of Governors Rule 4.2 with the exception of those "Other Non-Tenure-Track" faculty who do not report to an academic dean or who hold appointments that are considered to be temporary in nature. Voting members of the University Assembly shall include: Voting rights are conveyed to anyone considered to be a member of the University Assembly.

- All tenured and tenure-track faculty with the title of Instructor and above;
- Librarian-track faculty;
- Clinical-track faculty;
- Teaching-track faculty;
- Non-tenure-track faculty with titles bearing the prefix of "Teaching," "Research," or "Clinical," with the title of Lecturer and above; and

Matthew Valenti 7/31/2018 9:08 AM

Comment [1]: Aligns constitution with HB 2815, which removes WVU from HEPC control.

Matthew Valenti 7/31/2018 9:16 AM

Comment [2]: §18B-1B-6 of HB 2815 specifies that the Presidents of the regional campuses are their administrative heads.

Matthew Valenti 7/31/2018 9:48 AM

Comment [3]: Aligns the constitution with the University's definition of "faculty" in new BoG Rule 4.2. However, it excludes post-docs, residents, high-level administrators, and certain non-academics should they be considered faculty by the University.

Matthew Valenti 7/31/2018 9:51 AM

Comment [4]: In practice, there has never been a distinction between "members" and "voting members".

~~Faculty equivalents or academic professionals (FEAPS) who are in academic units.~~

- b. Fully retired faculty shall be represented in the University Assembly by a University-recognized committee of retired faculty. Two representatives of this committee of retired faculty who are former full-time WVU faculty members shall be voting members of the University Assembly. No other retired faculty members are considered voting members of the University Assembly, and these other retired faculty shall not be included for purposes of determining quorum.

2. Functions

- a. The voting members of the University Assembly shall elect Senators to represent constituent groups as provided in this Constitution.
- b. Members of the University Assembly may express, by formal resolution, their opinion on any question relating to policy or administration of the University.
- c. Any action of the Senate must be reconsidered by that body, if within three weeks after distribution of the minutes reporting such action, petitions submitted by at least five percent (5 %) of the voting members of the University Assembly and stating reasons for objection to the Senate action are filed with the Faculty Secretary. If the Senate reaffirms the action so challenged, the issue must be submitted, along with appropriate documents summarizing the opposing views, to the University Assembly. The majority of ballots received by the Faculty Secretary by a specified deadline will decide the issue.

Matthew Valenti 8/1/2018 11:05 PM

Comment [5]: Per Article I, Section 1.a, all members are voting members.

Matthew Valenti 8/1/2018 11:05 PM

Comment [6]: Per Article I, Section 1.a, all members are voting members.

3. Regular Meetings

The University Assembly shall hold one regular meeting during each academic year (typically on the second Monday of October) at which time the President shall report in detail on the state of the University. The President may make such recommendations to the University Assembly and call such problems to their attention as the President deems pertinent to its responsibility as a faculty. There shall be free discussion of any subject relating to the policy or administration of the University until such time as a majority of the voting members present pass a motion to limit discussion.

Matthew Valenti 7/31/2018 9:53 AM

Comment [7]: Per Article I, Section 1.a, all members are voting members.

4. Special Meetings

Special meetings of the University Assembly may be called by the President of the University or the Faculty Senate Chair or by petition to the Faculty Senate Office of five percent (5 %) of the voting members of the University Assembly.

Matthew Valenti 7/31/2018 9:54 AM

Comment [8]: Per Article I, Section 1.a, all members are voting members.

5. Presiding Officer

The Chair of the Faculty Senate shall serve as the Chair of Faculty and shall preside over the University Assembly. In his/her absence, the Faculty Senate Chair-Elect shall preside.

6. Parliamentarian

The Senate Parliamentarian shall serve as the Parliamentarian of the University Assembly.

7. Notice of Meetings

Except in case of an emergency, the Faculty Senate Office shall notify members of the University Assembly at least seven (7) calendar days in advance of the date of a regular or special meeting.

8. Procedural Rules

Meetings of the University Assembly shall be conducted according to Robert's Rules of Order the current edition of Robert's Rules of Order, Newly Revised. A quorum for purposes of passing binding motions and resolutions shall be twenty-five percent (25 %) of voting members of the University Assembly, participating at locations designated by the Executive Committee, and linked by electronic media through which participants can hear each other and be heard if recognized. The Faculty Senate Office and Faculty Secretary, in co-operation with the Provost's office, shall be responsible for monitoring credentials of participants at each University Assembly to insure the validity of any actions taken therein.

Article II The Faculty Senate

1. Composition & Constituencies

The Faculty Senate shall include all Senators selected in accordance with this Constitution and, if not already serving as Senators, the Chair, Chair-Elect, Immediate Past Chair, Faculty Secretary, Faculty Representatives to the Board of Governors, Faculty Representative to State Government, the Chair of the Committee on Committees, and standing committee chairs. Voting rights are conveyed to anyone considered to be a member of the Faculty Senate.

A constituency for the purposes of this Constitution is defined as an academic unit reporting directly to the WVU Morgantown campus, including divisional or satellite campuses. The basic criterion for a constituency is that it shall be under the direction of an administrative officer who is directly responsible to the WVU Provost and Vice President for Academic Affairs or WVU Vice President & Executive Dean for Health Sciences. Any group seeking status as a separate constituency shall present a petition signed by twenty-five percent (25 %) of its members to the Committee on Committees, Membership and Constituencies. That Committee shall review that petition and shall within six (6) months recommend to the Senate whether the new constituency should be recognized. The affirmation of a new constituency shall be by not less than two-thirds of the members of the Senate, present and voting.

2. Review of Constituencies

Matthew Valenti 7/31/2018 9:58 AM

Comment [9]: This more specific citation is consistent with Article II, Section 16.

Matthew Valenti 7/31/2018 9:58 AM

Comment [10]: Per Article I, Section 1.a, all members are voting members.

Matthew Valenti 7/31/2018 10:01 AM

Comment [11]: The section has always contained the definition of constituencies. Updating the title accordingly.

Matthew Valenti 7/31/2018 10:03 AM

Comment [12]: Broadens the composition of the Senate to include any officer or standing committee chair that is not currently serving as a Senator.

Matthew Valenti 7/31/2018 10:03 AM

Comment [13]: Clarifies that all members of the Senate have voting rights. Language is consistent with that of Article I, Section 1.a (giving voting rights to all members of the University Assembly).

The Committee on Committees, Membership and Constituencies shall, every three years, review the constituencies then electing members to the Senate. If the committee finds that a constituency is no longer under the direction of an academic officer who is directly responsible to the WVU Provost and Vice President for Academic Affairs or WVU Vice President & Executive Dean for Health Sciences, as defined above in Article II, Section 1, no longer exists, the Committee shall recommend to the Senate that that constituency be abolished, possibly to be incorporated into another constituency. The abolition of a constituency shall be by not less than two-thirds of the members of the Senate, present and voting.

Matthew Valenti 7/31/2018 11:26 PM

Comment [14]: Simplifies how constituencies are monitored.

Matthew Valenti 7/31/2018 11:24 PM

Comment [15]: If a constituency is abolished, its members could be moved by the University to another constituency, but such a decision is outside the charge of the Senate.

3. Representation

There shall be at least one elected Senate member from each constituency as designated above. The number of Senators elected from each constituency shall be based upon one elected Senator for each twenty (20) or fraction of twenty (20) members of the University Assembly who are responsible to that particular constituent administrative unit, provided that no constituency shall comprise more than 39% of the overall membership of the Senate. It shall be the responsibility of the Faculty Senate Office to ensure accurate representation of faculty in constituencies, and of the faculty populations the constituencies represent.

Matthew Valenti 7/31/2018 11:28 PM

Comment [16]: Rule designed from allowing any one constituency from becoming too large. 39% is chosen because it is less than the 40% required for a quorum.

Matthew Valenti 7/31/2018 11:29 PM

Comment [17]: Current practice is for constituencies to self-report their members. This will allow the Faculty Senate Office to maintain consistency.

4. Role of Senators

Senators must be committed to the importance of faculty governance. As elected representatives of faculty, the Senator's role is to represent the interests of the University from the perspective of his/her constituency and to communicate those interests to the Senate. Senators also have a responsibility to inform their constituents of Senate activities and decisions and provide for a meaningful flow of information as called for in the Preamble of this constitution. Senators must be prepared to take a leadership role in carrying out the functions of the Senate.

Matthew Valenti 7/31/2018 11:30 PM

Comment [18]: The Senator should represent the interests of the University as well as his/her own constituency.

5. Functions

The Senate shall have authority, as the recognized body representing faculty, to recommend general policies to the President and the governing and policy boards with regard to:

- a. Objectives and academic standards for the University, its divisional campuses, and its components;
- b. Addition, modification, and deletion of all academic programs, curricula, and courses; especially with regard to those affecting more than one college, school, or other academic division; the common course numbering system requires that course offerings on all campuses be coordinated through committees of the WVU Faculty Senate;
- c. The organizational structure of the University with reference to academic matters;
- d. Admissions, transfers, scholastic achievement and graduation requirements of the University;

- e. Responsibilities, rights and duties of faculty members, such as standards of appointments and conduct, criteria for tenure and promotion, retirement, academic freedom, salary, and the nature and conditions of their work and all matters of faculty welfare;
- f. Student life, such as standards of conduct, discipline, health, living conditions, organizations, publications, financial aid, and student participation in extracurricular activities and athletics;
- g. University convocations, lectures, entertainment, publications, and radio and television broadcasts;
- h. The academic calendar and the scheduling of classes;
- i. The operation and administration of the libraries;
- j. Equipment and physical facilities;
- k. Academic recognition, including honorary degrees – subject, when relevant, to policies and procedures adopted on each of the respective divisional campuses. Procedure: There will be two parts to the discussion of candidates in the Closed Session before a vote. First, the representative of the nominating committee ~~would~~ shall stand for questions and discussion. Then the nominating committee member shall leave while the Senate discusses the nominees in a Closed Session with only the ~~Senators and Faculty Secretary~~ Senate and Faculty Senate Office staff present. The vote shall be a confidential written ballot.
- l. Such other matters as shall be referred to it for study and recommendation.

6. Election of Senators

The Faculty Senate Office with oversight from the Faculty Secretary shall be responsible for the conduct of Senate elections.

- a. The Faculty Senate Office shall not later than February 1st advise members of each constituency ~~which that~~ which has an upcoming vacancy or vacancies of their opportunity to nominate candidates ~~not later than February 1st~~. Candidates for a position on the Faculty Senate may be nominated by one or more colleagues or may be self-nominated. Candidates may write a paragraph of their interests and qualifications to be distributed by the Faculty Senate Office with the election materials if they so desire. Only members of the University Assembly are eligible to stand for election to the Faculty Senate from their respective constituencies.
- b. On all campuses, elected Senators for each constituency shall be chosen from those nominated under Paragraph a by mail or electronic ballot by the voting members of that constituency, no later than March 15th.

Matthew Valenti 7/31/2018 11:31 PM

Comment [19]: Grammatical correction.

Matthew Valenti 7/31/2018 11:32 PM

Comment [20]: Reflects Article II, Section 1's definition of the composition of the Senate. The Faculty Senate Office should be present to distribute and collect ballots.

Matthew Valenti 7/31/2018 11:37 PM

Comment [21]: Resolves the ambiguity in the Feb. 1st date (i.e., whether it was the date that the call for nomination is sent, or the date that the nominations are due).

Matthew Valenti 7/31/2018 10:18 AM

Comment [22]: Grammatical correction.

Matthew Valenti 7/31/2018 11:38 PM

Comment [23]: Date is ambiguous when placed at the end of the sentence.

Matthew Valenti 7/31/2018 11:34 PM

Comment [24]: Clarifies that members of the University Assembly are eligible for the Senate.

Matthew Valenti 7/31/2018 11:35 PM

Comment [25]: Per Article II, Section 1, all members are voting members.

- c. Two representatives elected by the governing board of a University-recognized committee of retired faculty will serve as Senators to represent retired faculty in the Senate. Typically, those elected would be the Chair and Chair-Elect of the committee of retired faculty. Faculty in phased retirement shall be represented by Senators from their respective constituencies.

Matthew Valenti 7/31/2018 11:39 PM

Comment [26]: Grammatical correction (compound adjectives should be hyphenated).

7. Continuity

Approximately one-third of the elected Senate members shall be elected each year from each constituency where there is more than one representative. At the first election, which shall be conducted by the existing Senate Executive Committee, one third plus whatever fraction is necessary to round off to a whole number shall be elected for a term of one year; another one third plus the fraction necessary to round off to a whole number shall be elected for a term of two years and the remainder shall be elected for three years except where there are only two representatives, these shall be elected for two and three year terms; and where there is only one representative, he/she shall be elected for a three year term.

8. Term of Senators

The term of a Senator shall begin on July 1st of the year in which he/she is elected ~~and end on June 30th of the third year of service~~. Elected members of the Faculty Senate shall normally serve for a term of three years and until successors have been elected and have taken office. 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. The Committee on Membership and Constituencies may recommend that some Senators be elected for terms of one or two years in order that, as nearly as possible, an equal number of representatives will be elected annually within a constituency. Senators who have served five or more years of the previous six years without a one-year break in service shall be ineligible for re-election until a period of one year has elapsed. This could occur as a result of serving a full term and being elected to a shortened term or named to fill a vacancy.

Matthew Valenti 7/31/2018 11:40 PM

Comment [27]: Not all Senators serve three years, as described later in the paragraph. The term ends when the next begins, as stated in the next sentence.

Judy Hamilton 7/24/2018 2:20 PM

Comment [28]: Article V, paragraph 2f specifies that this is a Faculty Secretary/Faculty Senate Office responsibility.

Matthew Valenti 8/1/2018 11:07 PM

Comment [29]: Grammatical correction (compound adjectives should be hyphenated).

9. Vacancies

Should a vacancy occur, the nominee of that constituency with the next highest vote in the most recent election shall be named to serve the remainder of the unexpired term. If there is no other nominee from the most recent election, the Faculty Secretary shall, with the advice of the remaining Senators from that constituency, determine the method of filling the vacancy for the remainder of the unexpired term.

Matthew Valenti 7/23/2018 12:31 PM

Comment [30]: Specifies what to do when there is no runner-up to fill the vacancy.

10. Senate Meetings

The Senate shall meet regularly no less than once per month, except in June, July, and August, at a time and place which it shall establish. Special meetings of the Senate may be held upon call of the Faculty Senate Chair, or upon written request of ten percent (10 %) of all Senators members of the Senate. An emergency meeting may be called only on petition of at least twenty-five (25) Senators, by the Faculty Senate Chair, or by the President of the University.

Matthew Valenti 7/31/2018 11:43 PM

Comment [31]: Removes the June meeting. If necessary, a special meeting could be called in June.

Matthew Valenti 7/31/2018 11:44 PM

Comment [32]: Reflects Article II, Section 1's definition of the composition of the Senate.

Except in the case of an emergency meeting, the Faculty Senate Office shall notify ~~Senators the Senate~~ of any meetings at least seven (7) calendar days in advance of the date of any such meeting. In case of an emergency, the Faculty Senate Office shall take all necessary means to notify the members of the Senate in advance of such an emergency meeting.

Matthew Valenti 7/31/2018 11:45 PM

Comment [33]: Reflects Article II, Section 1's definition of the composition of the Senate.

11. Presiding Officer

The Faculty Senate Chair shall preside over the Senate. In the absence of the Chair, the Chair-Elect shall preside.

12. Parliamentarians

There shall be one or more Parliamentarian(s) appointed annually by the Senate Executive Committee with the consent of the Senate. The Parliamentarians are not required to be members of the Senate, but any Senator appointed as Parliamentarian shall not lose his or her right to participate and vote in Senate proceedings. The Parliamentarian(s) shall assume office July 1st of each year. The duties and responsibilities of the Parliamentarian(s) are to advise on the application of the rules of order to the proceedings of the Senate; to advise committees and committee chairs with regard to procedural questions or rules of order; to advise the Senate, or any of its officers or members, with regard to interpretation of the Constitution, rules, or policies of the Senate; and to perform such other functions as may be designated by the Chair of the Senate. In the absence of the appointed Parliamentarian(s) the Chair-Elect will fill that role. One or more of the Parliamentarians shall serve as a non-voting advisor to the Senate Executive Committee.

13. Quorum

At any regular, special, or emergency meeting of the Senate, forty percent (40 %) of the ~~electd~~ ~~Senators Senate~~ shall constitute a quorum.

Matthew Valenti 7/31/2018 11:45 PM

Comment [34]: Reflects Article II, Section 1's definition of the composition of the Senate.

14. Observers

All Senate meetings are open meetings except those portions of meetings in which the Senate can go into Executive session to discuss matters of a sensitive or confidential nature. Any member of the University Assembly or University community may be present at Senate meetings as an observer. Any observer present at a meeting of the Senate may address the Senate upon being recognized by a ~~Senator~~ ~~member of the Senate~~. The President and the Provost are always accorded the right to address the Senate.

Matthew Valenti 7/31/2018 11:46 PM

Comment [35]: Reflects Article II, Section 1's definition of the composition of the Senate.

15. Attendance

All ~~Senators~~ members of the Senate shall be expected to attend regularly the meetings of the Senate. There shall be a roll taken at each meeting and published in the minutes. A matrix of Senators vs. meetings attended for the previous year and the current year shall be distributed with the call for

Matthew Valenti 7/31/2018 11:46 PM

Comment [36]: Rather than making the President and Provost members of the Senate (as they are members of Exec), we shall give them the right to speak without having to be recognized.

Matthew Valenti 7/31/2018 11:47 PM

Comment [37]: Reflects Article II, Section 1's definition of the composition of the Senate.

308 nominations of candidates for Senate. This matrix also will be provided with the Senate election ballot
 309 each year. The matrix shall be cumulative over the Senate year, July through ~~June~~ May. Any Senator
 310 who fails to attend at least one meeting per academic semester is failing their duties and can be
 311 removed per the procedure outlined in Article VIII of this constitution.

Matthew Valenti 7/31/2018 11:48 PM

Comment [38]: Reflects the removal of the June meeting.

Matthew Valenti 7/31/2018 11:49 PM

Comment [39]: To discourage non-attendance.

313 16. Rules of Procedure

314
 315 The rules contained in the current edition of *Roberts Rules of Order, Newly Revised* shall govern the
 316 Senate in all cases in which they are applicable and in which they are not inconsistent with the
 317 Constitution and/or special rules of order that the Senate may adopt.

318
 319 The Senate shall have the authority to adopt, implement, and modify any policies, procedures, rules,
 320 etc. ~~which that~~ are not inconsistent with this Constitution in order to carry forth any of the provisions
 321 contained herein, and to provide for the most effective operations of the University Assembly, the
 322 Senate, Senate Committees, and any related bodies.

Matthew Valenti 7/31/2018 10:17 AM

Comment [40]: Grammatical correction.

323 324 Article III 325 Committees

326 1. Creation and Classification

327
 328 The Senate shall have the power to establish committees to carry out its functions. Certain committees
 329 created by this constitution may only be established or abolished by constitutional amendment.

330 2. Executive Committee

331
 332 The Executive Committee is a constitutional committee composed of the Faculty Chair who shall be its
 333 chair, the Faculty Secretary who shall be its secretary, Faculty Chair-Elect, the immediate past Chair,
 334 the faculty representative to the University governing board elected from either the extension service or
 335 the health sciences, and seven elected members who shall be chosen by the Senate. All are voting
 336 members. The seven elected members must be Faculty Senators when they stand for election to the
 337 Executive Committee, but may serve on the Committee the year following the end of their Senate term.
 338 The seven members shall serve terms of one year, and may stand for reelection to the Executive
 339 Committee as long as they remain Faculty Senators. No more than one Senator may be elected to the
 340 Executive Committee from any one constituency. The President of the University, the Provost and Vice
 341 President for Academic Affairs, the Vice President & Executive Dean for Health Sciences, and the
 342 Faculty Senate Representative to State Government, ~~if he/she is not an elected member of the Executive~~
 343 ~~Committee, shall be ex-officio voting members. The chairs of two standing Faculty Senate committees~~
 344 ~~primarily involved in curriculum decisions shall be ex-officio voting members. The Faculty Senate~~
 345 ~~Executive Committee shall annually designate one or more incoming standing committee chairs to be~~
 346 ~~ex officio voting members of the Executive Committee. It shall be the duty of the Executive~~
 347 Committee to:

Matthew Valenti 7/31/2018 11:51 PM

Comment [41]: The Faculty Representative to State Government is confirmed before the Exec ballot is set, and therefore this individual has no need to run.

Matthew Valenti 7/31/2018 11:54 PM

Comment [42]: Grammatical correction (Latin has no hyphens).

Matthew Valenti 7/31/2018 11:56 PM

Comment [43]: Rather than limiting membership to only the chairs of the Curriculum and GEF committees, this allows Exec to add other key chairs should they so choose.

- 350
 351 a. Carry out executive functions, including but not limited to:

- i. Accept, review, advise, recommend, and initiate reports, policies, and issues relating to the functions set forth in Article II, Section 5;
 - ii. Serve as a channel through which any member of the University Assembly may introduce matters for consideration by the Senate;
 - iii. Assist in carrying into effect the rules, regulations, and actions of the Senate;
 - iv. Appoint the Faculty Secretary, subject to confirmation by the Senate;
 - v. Appoint the Faculty Senate Representative to State Government, subject to confirmation by the Senate;
 - vi. Appoint both standing and special committees of the Senate and the chairs thereof with such appointments subject to confirmation by the Senate, and to maintain liaison with these committees to insure the expeditious fulfillment of charges to the various committees, and to make appointments to other entities as appropriate;
 - vii. Prepare and submit reports and/or documents, as needed, on the work of the Senate to the University, to the President, to the University Assembly, or other groups as needed; and
 - viii. Prepare the agenda for Senate meetings including a time for the University President, or for his/her designated representative, to address the Senate, provide information or comments, and stand for questions;
- b. Act for the Senate in emergencies and report such actions to the Senate; and
 - c. Appoint the members of the University-wide Promotion and Tenure Advisory Panel.

Matthew Valenti 8/1/2018 11:09 PM

Comment [44]: Grammatical correction.

Matthew Valenti 7/31/2018 11:57 PM

Comment [45]: Exec may be called upon to prepare documents.

Matthew Valenti 7/31/2018 11:57 PM

Comment [46]: Allows Exec to present their work product to other audiences.

Matthew Valenti 7/31/2018 11:58 PM

Comment [47]: Grammatical correction (compound adjectives should be hyphenated).

3. Committee on Committees, Membership and Constituencies

The Committee on Committees, Membership and Constituencies is a constitutional committee. Its size and membership shall be determined by the Senate Executive Committee subject to the approval of the Senate. It shall be the duty of the Committee on Committees, Membership and Constituencies to:

- a. Annually review and report to the Senate upon the constituencies to be represented within the University Assembly per Article II, Sections 2 and 3, and to recommend such changes as it deems necessary; and
- b. 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 as much as possible.

4. Standing and Special Committees

The Senate shall establish by resolution such other Standing and Special Committees as it deems necessary. The resolution establishing any committee shall describe the subject matter jurisdiction of the committee and designate a reporting schedule for it. A Standing Committee continues until abolished by the Senate or for a maximum of five (5) years unless expressly renewed by the Senate. A Special Committee expires at the end of one year unless renewed by the Senate. Any committee not specifically designated as a Standing Committee shall be a Special Committee.

5. Committee Personnel

The Chair-Elect of each standing and special committees shall must be a member of the Senate or have served in the last three years as a member of the respective committee. The Chair shall of each standing and special committee must be a member of the Senate Senator or have served as Chair-Elect the previous year. A Chair who is not a Senator may address the Senate without having to be recognized by a Senator. 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 and the voting status of ex-officio members 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.

Article IV Faculty Chair and Chair-Elect

1. Eligibility

Any full-time member of the University Assembly who is serving or has served in the last three years as a Senator in the WVU Faculty Senate is eligible to be nominated for the position of Chair-Elect and stand before the Senate for election.

2. Duties

- a. The Chair of the Senate shall preside over all meetings of the Senate, its Executive Committee and the University Assembly. The Chair shall serve as an ex-officio voting member of the Committee on Committees, Membership and Constituencies. The Chair shall discharge such other duties as may be necessary to conduct that office.
- b. In the absence of the Chair, the Chair-Elect shall preside over the Senate, its Executive Committee and the University Assembly. Along with the Chair, the Chair-Elect shall also serve as an ex-officio voting member of the Committee on Committees, Membership and Constituencies.

Matthew Valenti 8/1/2018 8:51 AM

Comment [48]: Each standing committee has its own Chair-Elect.

Matthew Valenti 8/1/2018 8:50 AM

Comment [49]: Special committees do not have a Chair-Elect.

Matthew Valenti 8/1/2018 8:52 AM

Comment [50]: Each standing committee has its own Chair-Elect.

Matthew Valenti 8/1/2018 8:52 AM

Comment [51]: This sentence is about the eligibility requirements of the Chair-Elect, and does not make the Chair-Elect a member of the Senate.

Matthew Valenti 8/1/2018 8:53 AM

Comment [52]: Broadens the eligibility criterion to include active members.

Matthew Valenti 8/1/2018 8:55 AM

Comment [53]: The sentence is about the eligibility requirements for the Chair of each standing and special committee.

Matthew Valenti 8/1/2018 8:56 AM

Comment [54]: In light of Article II, Section 1's definition of the composition of the Senate, the Chair should either be an elected Senator or have served as Chair-Elect.

Matthew Valenti 8/1/2018 8:57 AM

Comment [55]: Unnecessary. Per Article II, Section 1's definition of the composition of the Senate, Chairs of standing committees are Senators, and per this section, Chairs of special committees are Senators.

Matthew Valenti 8/13/2018 12:27 PM

Comment [56]: Current practice is for administrators and staff to serve as ex officio members of certain committees, even if they are not considered members of the Faculty Assembly.

Matthew Valenti 8/1/2018 12:00 AM

Comment [57]: Grammatical correction (Latin has no hyphens).

Matthew Valenti 8/1/2018 9:05 AM

Comment [58]: Voting status is set forth in the next sentence.

Matthew Valenti 8/1/2018 9:05 AM

Comment [59]: Allows committees themselves to determine voting status of ex officio members.

Matthew Valenti 8/1/2018 9:06 AM

Comment [60]: Only full-time faculty members may be on the University Assembly. There is [\[1\]](#)

Matthew Valenti 8/1/2018 12:00 AM

Comment [61]: Grammatical correction (Latin has no hyphens).

Matthew Valenti 8/1/2018 12:01 AM

Comment [62]: Grammatical correction (Latin has no hyphens).

- c. Each Chair of the Senate whose term begins in an odd-numbered year shall serve as a faculty representative to the University governing board for a term of two years. The term on the governing board shall commence on July 1st of the odd-numbered year in which the Senate term begins.

3. Term

The term of the Chair shall be from July 1st to June 30th.

4. Election

Declared candidates for the Chair-Elect position will be introduced at the March meeting of the Senate. Chair-Elect nominations from the floor also may be made at the March meeting. At the April meeting of the Senate, the Chair-Elect candidates will be given an opportunity to present a brief statement to the Senate. Immediately following the April meeting, the Faculty Senate Office will transmit ballots to all Senators members of the Senate. Ballots, in order to be counted, must be submitted to the Faculty Senate Office by the deadline stated on the ballot, which will be at least seven days after the start of voting. The results of the election will be announced at the May meeting. The Chair-Elect shall serve one year in that capacity and in July of the following year shall assume the duties of the Chair.

5. Vacancies

If during the term of the Chair or Chair-Elect either of those officers resigns, leaves the University, is removed, or otherwise is unable to carry out the function of the Office for more than two consecutive months, the office shall be considered vacant ~~the Senate shall forthwith elect a new Chair-Elect~~. If the Chair is the officer unable to discharge his/her duties, the Chair-Elect shall assume the role of Chair and shall begin immediately to perform those duties, including representation to the University governing board when applicable, and shall continue to discharge them throughout the remainder of the predecessor's unexpired term and the term that would otherwise have followed. If either the Chair or Chair-Elect is unable to discharge his/her duties, the Senate shall forthwith elect a new newly-elected Chair-Elect who shall immediately perform those duties and shall continue to discharge them throughout the remainder of the predecessor's unexpired term. If the previous Chair-Elect assumes the role of Chair, then the new Chair-Elect shall continue to serve as Chair-Elect throughout the duration of the Chair's term. ~~For vacancies of~~ If the Chair is unable to discharge the duties of the position for less than two consecutive months, the function of the Chair shall be discharged by the Chair-Elect and the functions of the Chair-Elect will be discontinued until such time as the Chair can resume the duties of the position. Such short-term vacancies will not alter the terms of either officer.

6. Administrative Support

The education and research responsibilities of the Faculty Chair shall be reduced to one-fourth (1/4) the normal amount to permit him/her to adequately perform the assigned duties. The education and research

Matthew Valenti 8/1/2018 9:11 AM

Comment [63]: Reflects Article II, Section 1's definition of the composition of the Senate.

Matthew Valenti 8/1/2018 10:16 PM

Comment [64]: Sets forth other reasons requiring the chair to be replaced.

Matthew Valenti 8/1/2018 10:20 PM

Comment [65]: If the absence is two non-consecutive months, it should not automatically trigger replacement.

Matthew Valenti 8/1/2018 10:16 PM

Comment [66]: Defines what is meant by a vacancy.

Matthew Valenti 8/1/2018 10:15 PM

Comment [67]: Moved to later in the paragraph, to avoid "Chair-Elect" being ambiguous in the next sentence and to consolidate the process of replacing the Chair-Elect.

Matthew Valenti 8/1/2018 10:45 PM

Comment [68]: Specifies that the Chair-Elect shall become the Chair (previously it just stated that the chair-elect shall do the chair's duties).

Matthew Valenti 8/1/2018 10:17 PM

Comment [69]: Consolidates the process for replacing the Chair-Elect.

Matthew Valenti 8/1/2018 10:18 PM

Comment [70]: Selection of a new Chair-Elect has been moved here from the first sentence.

Matthew Valenti 8/1/2018 10:50 PM

Comment [71]: Makes the new chair-elect's term concurrent with that of the chair.

Matthew Valenti 8/1/2018 9:20 AM

Comment [72]: If less than two months, it is not a "vacancy"

Matthew Valenti 8/1/2018 9:16 AM

Comment [73]: The intent of this provision has been to relieve the Chair only if they are unable to perform duties for two consecutive months.

Matthew Valenti 8/1/2018 9:22 AM

Comment [74]: The Chair-Elect should continue their own duties, and the Chair may return after the absence.

responsibilities of the Faculty Chair-Elect shall be reduced to three-fourths (3/4) the normal amount to permit him/her to adequately perform the assigned duties.

Article V Faculty Secretary

1. Office

The Senate Executive Committee shall appoint a Faculty Secretary subject to confirmation by the Senate. ~~Each candidate for the position of Faculty Secretary must be a member of the University Assembly. All voting members of the University Assembly shall have the opportunity to apply for the position.~~ The Faculty Secretary must be a voting member of the University Assembly. In those years that the Faculty Secretary is to be appointed, eligible University Assembly members may apply for the position by submitting a statement of interest seven (7) calendar days before the April Senate Executive Committee meeting. The normal term of office shall be three years, but the Faculty Secretary may succeed himself/herself indefinitely. The Faculty Secretary shall take office on July 1st, except when filling an unexpired term.

2. Duties

The Faculty Secretary ~~shall perform~~ is responsible for the following duties:

- a. Serve as secretary at all meetings of the University Assembly, the Senate, and the Senate Executive Committee;
- b. Keep permanent minutes of all of such meetings;
- c. Distribute to the University Assembly, agenda for and minutes of, meetings of the University Assembly and the Faculty Senate. (This may be by posting minutes and agenda to the Faculty Senate Web page and e-mailing the appropriate faculty list of the availability on the web site of such minutes or agenda.) As necessary, distribute any other documents or papers needed to keep the University Assembly informed;
- d. Keep and maintain the official roster of the University Assembly, determine questions of eligibility for membership in the Assembly, and report the names of Assembly members within each constituency group;
- e. Maintain a roll and matrix of attendance at all Senate meetings;
- f. Supervise the Faculty Senate Office in the conduct of elections. Determine a calendar of election to adjust redistribution of representatives to the Senate so that an equal number of Senators will be elected annually. Contact faculty members who need to fill vacancies because of Senate resignations.

Matthew Valenti 8/1/2018 9:13 AM

Comment [75]: Makes the eligibility requirements, the selection process, and the language describing the process consistent with that of the Faculty Representative to State Government.

Matthew Valenti 8/1/2018 9:12 AM

Comment [76]: Many of these duties are generally performed by the Faculty Senate Office Staff. The Secretary oversees the staff and their duties.

- g. Prepare and defend an annual budget for the Faculty Senate Office;
- h. Serve as an ex-officio member of the Executive Committee and the Committee on Committees, Membership and Constituencies; and
- i. Supervise the Faculty Senate office staff.

Matthew Valenti 8/1/2018 12:01 AM

Comment [77]: Grammatical correction (Latin has no hyphens).

3. Administrative Support

The education and research responsibilities of the Faculty Secretary shall be reduced sufficiently to permit the Faculty Secretary to perform his/her duties adequately not to exceed the equivalent of one-course release per semester. The Faculty Secretary shall be provided with an office and adequate staff for the performance of these duties.

Article VI Faculty Senate Representative to State Government

1. Office

The Senate Executive Committee shall appoint a Faculty Senate Representative to State Government, subject to confirmation by the Senate. The Faculty Senate Representative to State Government must be a voting member of the University Assembly. Eligible University Assembly members may apply for the position by submitting a statement of interest seven (7) calendar days before the April Senate Executive Committee meeting. The normal term of office shall be one year, but the Faculty Senate Representative to State Government may succeed herself/himself indefinitely. The Faculty Senate Representative to State Government shall take office on July 1st, except when filling an unexpired term.

Matthew Valenti 8/1/2018 12:15 AM

Comment [78]: Per Article I, Section 1.a, all members are voting members.

2. Duties

The Faculty Senate Representative to State Government shall perform the following duties:

- a. Represent the entire WVU Faculty as the “West Virginia University” representative to higher education advisory groups established by the West Virginia Legislature. The Legislature may provide divisional or satellite campuses with individual representatives on such advisory groups. These representatives shall be selected by and serve as liaison with their respective campus faculty assemblies;
- b. Provide reports on governmental matters related to higher education at all meetings of the Senate and its Executive Committee. As appropriate, urgent governmental issues shall be communicated through digital media to Senate officers, the Executive Committee, or the entire Senate;
- c. Aid and assist faculty representatives in reporting to and advising the West Virginia University governing board and administration on issues pertaining to higher education;

- d. Serve as a liaison between the legislative branch of state government and WVU faculty;
- e. Advocate for the entire University and its faculty with branches of state government; and
- f. Serve as a voting ex-officio member of the Executive Committee.

3. Administrative Support

The education and research responsibilities of the Faculty Senate Representative to State Government shall be reduced to three-fourths (3/4) the normal amount to permit her/him to adequately perform the assigned duties. The University shall provide the Faculty Senate Representative to State Government with adequate travel funds for the performance of these duties.

Article VII Representation on the West Virginia University Governing Board

1. Composition

In recognition that governance of higher education institutions is a responsibility shared by faculty, administrators, and trustees, West Virginia code states that the governing board of the University shall include two faculty representatives. Each representative represents the entire faculty of the whole University.

2. Election

- a. One governing board member shall be the Faculty Senate Chair serving a term that begins in an odd-numbered year. Election to this position is described in Article IV, Section 4.
- b. A second governing board member shall be elected by the entire Faculty Senate, selected from full-time faculty with the rank of instructor or above, drawn from either the extension service or the health sciences. To be eligible to serve, the faculty member must have at least 60% of his or her time assigned to either extension or health sciences.
- c. Declared candidates for the governing board member from extension service or health sciences will be introduced at the April Faculty Senate meeting in each even calendar year. Nominations from the floor also may be made by any member of the University Assembly at that meeting, or through submission of a nomination to the Faculty Senate Office no later than seven calendar days prior to the next meeting of the Faculty Senate in May. At the May meeting, the governing board member candidates will be given an opportunity to present a brief statement to the Senate. The Faculty Senate Office will transmit ballots to all ~~Senators~~ members of the Senate immediately following the May meeting. Ballots, in order to be counted, must be submitted to the Faculty Senate Office by the deadline stated on the ballot, which will be at least seven days after the start of voting. The results of the election will be announced ~~at the June Senate meeting by the Faculty Secretary~~ as soon as practical after the completion of the election.

Matthew Valenti 8/1/2018 12:01 AM

Comment [79]: Grammatical correction (Latin has no hyphens).

Matthew Valenti 8/1/2018 12:15 AM

Comment [80]: Makes the procedure consistent with that used for nominating the Faculty Senate Chair-Elect; i.e. nominations are closed in the meeting that the declared candidates are announced.

Matthew Valenti 8/1/2018 12:05 AM

Comment [81]: Reflects Article II, Section 1's definition of the composition of the Senate.

Matthew Valenti 8/1/2018 12:05 AM

Comment [82]: Reflects the removal of the June meeting.

3. Terms

- a. Terms for both governing board members shall last two years. Terms of the two representatives shall be staggered to assure continuity in faculty membership on the governing board.
- b. The term on the University governing board for Senate Chairs whose terms begin in an odd-numbered year shall begin on the same day the term of the Chair begins (July 1st) and end on 30th June, two years thereafter.
- c. The term for the University governing board Faculty representative from either the extension service or the health sciences shall begin on July 1st of an even-numbered year and end on June 30th, two years thereafter.

4. Vacancies

- a. If the Faculty Senate Chair elected to a term that begins in an odd-numbered year is unable or unwilling to complete the full two-year term as governing board representative for any reason, then succession to fill the remainder of the two-year term on the governing board position shall pass in the same manner as the Faculty Senate Chair position, as discussed in Article IV, Section 5.
- b. If the faculty representative chosen from either extension service or health sciences is unable to serve on the governing board for a full two-year term, then a new election to complete the remainder of the two-year board representative term shall be held by the Faculty Senate.

Article VIII

Impeachment Removal of Officers Members of the Senate

Any officer member of the Faculty Senate, including Chair, Chair-Elect, Faculty Secretary, and Faculty Senate Representative to State Government; any committee chair; or any university governing board member elected by the Faculty Senate can be removed by a vote for removal by at least sixty percent (60 %) of the entire Faculty Senate membership.

A vote for removal from office the Senate can only be made if a motion to impeach remove has been presented to Faculty Senate at least seven (7) calendar days prior to the vote on the impeachment removal motion. The impeachment removal motion must either be included in the Faculty Senate meeting agenda or introduced by a Senator member of the Senate through formal notification of the whole Senate through the Faculty Senate Office. If a motion to remove the Chair has been presented, the Chair-Elect will preside over that part of the meeting(s), rather than the Chair.

Matthew Valenti 8/1/2018 12:07 AM

Comment [83]: "Removal" is a more accurate and contemporary term. "Impeachment" implies that a "trial" would be required.

Matthew Valenti 8/1/2018 12:07 AM

Comment [84]: Expands the scope of the removal procedure to include any member of the Senate, not just officers.

Matthew Valenti 8/1/2018 12:11 AM

Comment [85]: Expands the scope of the removal procedure to include any member of the Senate, not just officers.

Matthew Valenti 8/1/2018 12:11 AM

Comment [86]: Expands the scope of the removal procedure to include any member of the Senate, not just officers.

Matthew Valenti 8/1/2018 12:09 AM

Comment [87]: "remove" is more accurate and contemporary than "impeach".

Matthew Valenti 8/1/2018 12:09 AM

Comment [88]: "removal" is more accurate and contemporary than "impeachment".

Matthew Valenti 8/1/2018 11:11 PM

Comment [89]: "remove" is more accurate and contemporary than "impeach".

Matthew Valenti 8/1/2018 12:06 AM

Comment [90]: Reflects Article II, Section 1's definition of the composition of the Senate.

Matthew Valenti 8/1/2018 12:11 AM

Comment [91]: The Chair should not preside over his/her own removal.

Article IX Amending Procedure

1. Proposing Amendments

Amendments to this Constitution shall first be approved by the Senate and then submitted to the University Assembly. Any member of the University Assembly may submit a suggested amendment in writing to the Senate by filing it with the Faculty Senate Office. The Senate shall act either to approve or reject the proposed amendment no later than the third meeting following such filings. Approval of any amendment shall require a two-thirds (2/3) vote of the ~~Senators~~ member of the Senate present and voting in order to submit the amendment to the University Assembly.

Matthew Valenti 8/1/2018 12:12 AM

Comment [92]: Reflects Article II, Section 1's definition of the composition of the Senate.

2. Publicizing Proposed Amendments

Any amendment approved by the Senate shall be distributed to every member of the University Assembly at least two weeks before a meeting of the University Assembly by campus mail or by email. The amendment also shall be made available on the faculty senate web site.

3. Discussion of Amendments

Opportunity for debate at a regular or special meeting of the University Assembly shall be provided for every amendment approved by the Senate.

4. Ratification of Amendments

Within one week following the meeting of the University Assembly, ballots shall be prepared by the Faculty Senate Office and distributed by postal mail or electronically to all ~~voting~~ members of the University Assembly. Voters shall submit their ballots to the Faculty Senate Office within one week of the original date of distribution. Ratification of a proposed amendment shall require a two-thirds majority of those responding to the vote.

Matthew Valenti 8/1/2018 12:13 AM

Comment [93]: Per Article I, Section 1.a, all members are voting members.

5. Effective Date of Amendments:

New amendments shall be effective immediately upon ratification.

This Constitution became effective October 28, 2016.

Amendments: Amendments to date

A major rewrite of the West Virginia University Faculty Constitution took place over the ~~1999-2000-2001-2002~~ school years. The rewritten Constitution was passed by the WVU Faculty Senate on September 9th, 2002 and by the WVU Faculty Assembly on October 14th, 2002. It became effective July 1st, 2003.

Matthew Valenti 8/1/2018 11:11 PM

Comment [94]: Compressed the range of dates.

Revision of the West Virginia University Faculty Constitution took place over the 2009-2010 and 2010-2011 academic years. The revised constitution was approved by the WVU Faculty Senate on April 12th, 2010. It was presented to the WVU University Assembly on October 11th, 2010 and was approved in mail balloting that was counted on November 3rd, 2010.

An amendment to Article VII that pertained to the schedule for the election of the extension service/health sciences faculty representative on the WVU Board of Governors was approved at the May 13, 2013 meeting of the Faculty Senate. The amendment was presented to the WVU University Assembly on October 7, 2013 and was approved in on-line balloting that was counted on October 29, 2013.

Revision of the West Virginia University Faculty Constitution took place over the 2015-2016 and 2016-2017 academic years. The revised constitution was approved by the WVU Faculty Senate on June 13, 2016. It was presented to the WVU University Assembly on October 10, 2016 and was approved in on-line balloting that was counted on October 28, 2016.

Overview: Changes to the WVU Faculty Senate Constitution

The proposed changes to the WVU Faculty Senate Constitution are outlined in the Constitution itself, as well as the reasons for the proposed changes in comments in the electronic document.

This overview serves to highlight the larger proposed changes. Note that, overall, the changes do not amount to a substantive change in the Constitution. Fundamentally, the Assembly and Senate operate as they did before, which was the intent of the changes. These changes are meant to enhance clarity and efficiency.

1. Eligibility for the Faculty Assembly is updated to parallel the definition used by the Board of Governors to define WVU Faculty.
2. All Senate Committee chairs and Senate officers are automatically made members of the Senate (if they weren't before).
3. Caps the maximum size of any one constituency of the Senate to be just under what is needed for a quorum for the Senate-and clarifies that the Faculty Senate Office is responsible for verifying the size of constituencies, even though constituencies may self-report their size.
4. Eliminates the requirement for a regular June Senate meeting.
5. The University President and Provost are accorded the right to address the Senate (they would not need to be recognized, which is the rule now).
6. Senators that fail to attend at least one Senate meeting per academic semester can be removed from the Senate.
7. The Executive Committee can add Standing Committee Chairs to its membership, at its own discretion.
8. Chairs of Senate Standing Committees must either be present Senators, or Chair-Elects the previous year. Chair-Elects of Standing Committees must be Senators, or have been a member of the respective Standing Committee during the previous three years.
9. Senate Committees determine the voting status of their own ex officio members.
10. Allows for removal of the Senate Chair if they fail to perform their duties for two consecutive months. Allows for any member of the Senate to be removed by Senate vote.
11. Allows the Faculty Secretary to determine how to fill vacant senate seats when there was no runner up in the most recent election.
12. Updates language to be consistent with recent legislative actions, including the removal of language that acknowledges the HEPC as a governing authority.