

## FACULTY SENATE WVU TRANSFORMATION TIMELINE

May 8, 2023

## BACKGROUND: WVU TRANSFORMATION TIMELINE

### West Virginia University.

## THIS MONTH:

#### MAY 8

#### **FACULTY SENATE**

- Goals/First Principles/RPK
- WVU Transformation Timeline
- Proposed amendments to BOG Rule 4.7
- Proposed Faculty and Classified Staff Severance Package Schedule

#### MAY 10-19

Operational and financial assessment of Work-Time Reduction expressions of interest by vice presidents, Provost Office and Talent and Culture

#### MAY 11

Indoor Space Temperature Policy effective

#### MAY 17

#### **BOG MEETING**

- Issue Notice of Proposed Rulemaking for Rule 4.7 and Rule 3.9
- Vote on putting Proposed Faculty and Classified Staff Severance Package Schedule out for public comment
- Vote on WVU Transformation Timeline

#### MAY 22

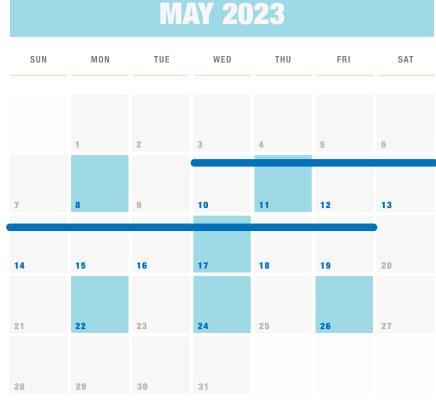
Public Comment for Rule 4.7 and Rule 3.9 and Faculty and Classified Staff Severance Package Schedule begins

#### MAY 24

#### CAMPUS CONVERSATION

#### MAY 26 (NO LATER)

Staff and faculty notified of approvals to participate in the Work-Time Reduction Program



## THIS MONTH:

JUNE 5

#### **FACULTY SENATE**

#### JUNE 21

Public comment period for Rule 4.7 and Rule 3.9 and Faculty and Classified Staff Severance Package Schedule ends

JUNE 22

#### **BOG MEETING**

- Vote on Fiscal Year 2024 Financial Plan
- Update on Fiscal Year 2025 Projections
- Update and potential action on Non-Academic and Academic Transformation Plans

JUNE 27

#### CAMPUS CONVERSATION



### **JUNE 2023**

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| 25  | 26  | 27  | 28  | 29  | 30  |     |

## THIS MONTH:

#### JULY 1

Report due to Provost Office identifying programs of concern based on data-driven assessment

#### JULY 10

#### **FACULTY SENATE**

#### JULY 10 (WEEK OF)

Deans and Chairs notified of programs of concern that will be subject to the program review process Campus Community notified of programs of concern that will be subject to the program review process

#### JULY 11 - 31

Deans and Chairs will seek input from Faculty and Staff on the Program Review Self-Study Form before it is submitted to the Provost's Office

#### JULY (TBD)

#### **BOG MEETING**

- Vote on Rule 4.7 and Rule 3.9 as amended
- Vote on Faculty and Classified Staff Severance Package Schedule
- Discussion of programs of concern that will be subjected to the program review process



### **JULY 2023**





Deans and Chairs must submit their finalized Program Review Self-Study Form to Provost's Office.

AUGUST 2

**CAMPUS CONVERSATION** 

AUGUST 7

**FACULTY SENATE** 

AUGUST 11

Notification to the Faculty from Deans and Chairs of Provost Office's Preliminary Recommendations for Program Reduction or Discontinuation

**AUGUST 14** 

Campus Community notified of Provost Office's Preliminary Recommendations for Program Reduction or Discontinuation

**AUGUST 18** 

Deadline for Chairs or Faculty to file Notice of Intent to Appeal regarding a specific Provost's Office Preliminary Recommendation for Program Reduction or Discontinuation

AUGUST 21 OR 22 (TBD)

#### **BOG MEETING**

• Provost Office's Preliminary Recommendations for Program Reduction or Discontinuation

AUGUST 21-SEPT 5

PROGRAM REVIEW APPEAL COMMITTEE HEARINGS BE HELD

AUGUST 22-SEPT 8

Faculty may submit written comments for review of Board of Governors and/or sign up to speak at the Board of Governor's meeting on September 14 regarding a specific Provost's Office Preliminary Recommendation for Program Reduction or Discontinuation

**AUGUST 24** 

**CAMPUS CONVERSATION** 







## THIS MONTH:

#### SEPTEMBER 6

Appeal Process is completed. All of the Provost's Office Final Recommendations for Program Reduction and Discontinuation will go to Board of Governors.

#### SEPTEMBER 11

#### **FACULTY SENATE**

- Present finalized Final Recommendations for Program Reduction and Discontinuation that will go before the Board of Governors
- Review BOG speaking schedule and rules for public comment

#### SEPTEMBER 14

#### **BOG MEETING**

- · Financial Update
- Update on progress with Academic and Non-Academic Transformation Plans
- · Public comment period

#### **SEPTEMBER 15**

#### **BOG MEETING**

• Vote on Final Recommendations for Program Reduction and Discontinuation

#### **SEPTEMBER 18**

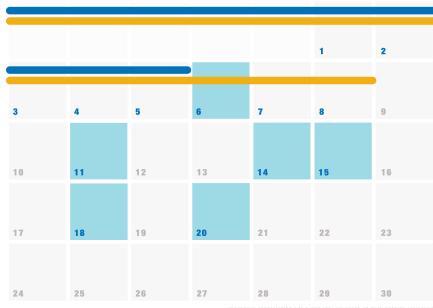
- Campus Community notified of Board of Governors' approval of specific programs that are subject to Program Reduction and Discontinuation
- $\bullet$  Notification to students in program subject to Program Reduction and Discontinuation
- $\bullet \ \text{Reduction in Force process in programs subject to Program Reduction and Discontinuation begins } \\$

#### SEPTEMBER 20

#### **CAMPUS CONVERSATION**

### **SEPTEMBER 2023**

SUN MON TUE WED THU FRI SAT



## THIS MONTH:

OCTOBER 16 (WEEK OF)

Reduction in Force/Non-Renewal Notifications to Individual Faculty and Staff

OCTOBER 18

CAMPUS CONVERSATION

OCTOBER 23

STATE OF THE UNIVERSITY (TBD)



## **OCTOBER 2023**

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## THIS MONTH:

**NOVEMBER 16-17** 

**BOG MEETING** 



## **NOVEMBER 2023**

| SUN | MON | TUE | WED | THU | FRI | SAT |
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| 26  | 27  | 28  | 29  | 30  |     |     |

## ADDITIONAL TIMELINE INFORMATION

- We will create a website with more detailed information on the academic program review process and the reduction in force process.
- The website will include links to template documentation that will be used throughout the process.
- / The website will launch in **mid-May**.

## **BOG RULE 4.7: KEY PROVISIONS**

## **KEY PROVISIONS OF BOG RULE 4.7**

- A Faculty RIF may occur in response to institutional reorganization as a result of a Program Reduction or Program Discontinuation or a Financial Exigency.
- A Faculty RIF may result in a tenured, tenure-track, teaching track or service-track faculty member's appointment being terminated.

## **KEY PROVISIONS OF BOG RULE 4.7**

- In the Provost's Office, Dean's Office and departmental Chair, with assistance from Talent and Culture and advice from the Office of General Counsel, will work collaboratively to develop a RIF Plan. The plan will detail which faculty members will be asked to remain and which will be subject to the RIF.
- This review process will evaluate performance, knowledge and qualifications and seniority of each faculty member within a program subjected to reduction or discontinuation.
- A RIF Review Committee shall consider and approve the RIF Plan before implementation a Faculty RIF.
- Members of the University RIF Review Committee include representatives from the Provost's Office, Strategic Initiatives and Talent and Culture with advice from the Office of General Counsel.

## **KEY PROVISIONS OF BOG RULE 4.7**

- The University may offer a severance package to a faculty member who is impacted by a RIF, if financially feasible.
  - If WVU offers a severance package, the University shall provide the employee 45 days from the date of receipt to consider the terms and conditions of the agreement and to accept the severance package.
  - Additionally, after an employee executes a severance agreement, that employee maintains the right to revoke that execution and void the severance agreement for seven days after execution.
- Any severance agreement shall contain a statement indicating that the faculty member releases all claims against the University.
- If a faculty member chooses not to execute a severance agreement, WVU still may move forward with the RIF.

#### Section 2.2

Clarifying that faculty should be involved in the academic review process, which could lead to a RIF plan for that program, as opposed to the formulation of the actual RIF plan, to ensure that faculty provide input early in the process.

#### Section 3.1

- Eliminating the affirmative obligation to offer a first right of refusal to a RIF'd faculty member of another faculty position that becomes vacant that the RIF'd faculty member is qualified.
  - Replacing that language with the fact that RIF'd faculty members are encouraged to apply for any new or open positions through the normal University hiring process.
- Eliminating any potentially implied obligation of the University to retrain faculty members to be qualified for other faculty positions.

#### Section 3.2

- Clarifying of the Dean's role and the Office of the Provost's role in the creation of the RIF plan (i.e., the Dean's Office and Provost's Office will work together to create the RIF plan for a program).
- Clarifying that a RIF determination is made based upon a holistic assessment of the three factors: performance, knowledge and qualifications and seniority.
- Clarifying that seniority will be calculated by the length of service as defined by the rules established for the calculation of years of service outlined in WVU BOG Talent and Culture Rule 3.7 Annual Increment.

#### Section 3.3

Clarifying that all notifications will be communicated to faculty through their WVU email account instead of regular mail.

#### Section 5.2

- // Eliminating: "Generally, the value of the severance package should be equivalent to one year of the Faculty Member's annual base pay."
- Replacing with: "The amount of severance that a Faculty Member may be offered will be determined based upon a schedule approved by the Board."
- Individual to receive between eight and 10 months of pay.

#### Section 6.9

Clarifying that Program Reduction may include reducing tenured, tenured-track or certain faculty positions with multi-year contracts.

# OVERVIEW OF FACULTY SEVERANCE PACKAGE INFORMATION

## **FACULTY SEVERANCE PACKAGE**

- Faculty severance packages are only available to tenured, tenure-track and teaching/ service-track faculty (regardless of contract end date).
- Through the notice period and severance payments, an individual would receive between eight and 10 months of pay. Note: Most faculty positions are nine-month positions.
  - Assuming a notice date of Oct. 16, 2023, with a contract end date of May 9, 2024, faculty would have 30 weeks of notice.
  - We are finalizing a detailed faculty severance package schedule that will be presented to the Board of Governors and subject to a public comment period. Severance payments likely will range from two through 12 weeks of the faculty member's base salary, payable in biweekly installments, starting after May 9, 2024.
  - The specific amount would be calculated based upon faculty position type, years of service and contract end dates.
- If an individual leaves before their employment end date, they waive the right to their severance payments.

## **FACULTY SEVERANCE PACKAGE**

#### Research-Track, Library-Track and Lecturer

- Non-renewal of appointment notification will be given as soon as possible, but a minimum of 60-days' notice will be provided if possible (for those ending in 2023) and in the September/October timeline for those ending on May 9, 2024.
- If less than 60 days before appointment end date, a limited short-term appointment may be given to reach 60-days' notice.
- Employees in this job type are employed on annual appointments and are otherwise employed at will. Severance will not be offered.

## **FACULTY SEVERANCE PACKAGE**

#### Individuals Needed to Teach Out Beyond May 2024 - Retention Bonus

- We would like to incentivize selected individuals to stay through end of the teach-out period (approximately two to three additional years depending on the program).
- All tenured, tenure-track and teaching/service-track faculty asked to remain through a teach-out period (if they remain the entire time) will receive a retention bonus equivalent up to 12 weeks of their base salary. This also will serve as their severance payment.
- If an individual leaves before their employment end date, they waive the right to their retention bonus.

## PROPOSED AMENDMENTS TO BOG RULE 4.7 AND FACULTY SEVERANCE TIMELINE

| DATE     | ACTION  |
|----------|---|
| May 17   | During a <b>BOG Meeting</b> , we will recommend that the <b>Board</b> put the <b>proposed amendments</b> to <b>Rule 4.7</b> and the <b>Faculty Severance Package Structure</b> out for a <b>30-day public comment period</b> .                    |
| May 22   | 30-day public comment period begins.  |
| June 21  | 30-day public comment period ends.  |
| ~July 21 | The public comments received and the University's determination in response will be posted. The final version of <b>Rule 4.7</b> and the <b>Faculty Severance Package Structure</b> that will be presented to the <b>BOG</b> also will be posted. |
| ~July 31 | BOG will vote on the proposed amendments to Rule 4.7 and the Faculty Severance Package Structure.   |

Visit policies.wvu.edu for more.

## **QUESTIONS?**