

Senators present: Linda Cowan, Jeff Pfister, Anna Stephan-Robinson, Vishakha Maskey, David Wolfe, Aaron Huffman, Ryan Koenig, Steve Richards, Darrin Cox, Aaron Harper, Corey Reigel, Kim Underwood, John Float, Robert Kreisberg, Chad Kuhns, Jon Serra, Mohamed Youssef

Absent members: *none*

Administrators, Representatives, and Honored Guests: Stephen Greiner (*President*), Brian Crawford (Provost), Sylvia Senften (*ACF Representative*), Robert Gall (*BOG Representative*)

Guests: Jeremy Larance, Gerard NeCastro, Jenell Crinkey

Senate was called to order by the Senate Chair, Darrin Cox at 3:30 p.m. in Campbell Hall, room 304.

Minutes – Senator Youssef identified several grammatical errors. Senate approved the corrected minutes from the October 15, 2019 meeting.

President Greiner:

- Budget Cut – HEPC has directed WLU to enact a 4.2% budget cut for the remainder of the year. The State will withhold approximately \$419,000. The University is currently looking for ways to cut the budget, which includes not replacing vacant positions. It is not yet known if this will impact other positions. The University was also advised to plan for a 4.7% budget cut for next year.
- Presidential Search – BOG serves as the search committee. This committee includes a faculty, staff, and a student representative. This committee will be smaller than the last time. The search process has been approved by HEPC. The next step is to solicit from Faculty, Staff, and Students characteristics and qualities desired of the next President.
- *Questions from floor* – Chair Cox inquired about the specific size and representation of the committee.

Provost Crawford:

- Librarian - will not be immediately replaced due to budget constraints. Essential duties have been divided between Katy and Stacy.
- Policy 123 – Provost Crawford recommended changes endorsed by Senate. This revised policy is now with Stephanie Hooper to determine if further modifications are needed.
- Faculty Workload – The comment period ended with “significant” comments especially from the College of Sciences. Provost Crawford reported that he would forward the comments to the Finance Committee in order to have the concerns addressed.
- Modified Duties – This policy will be reviewed by General Counsel before going out for comment.

- *Questions from floor* – Senator Harper asked about the anticipated budget cuts and where they may come from. Senator Harper also inquired about the budget line for travel. Senator Kreisberg inquired about replacement of retiring faculty.

Sylvia Senften – ACF Representative:

- Budget Cuts – institutions are discussing how the budget cuts and enrollment decreases are affecting operations.
- ACF retreat – the location will be at Oglebay.
- *Questions from the floor* – No Questions.

Robert Gall – BOG Representative:

- Next Board Meeting – December 11
- Updates – Dr. Gall reported that he would send a report following the meeting “if” there were items that he felt were timely, otherwise a full report would be presented at the January Senate meeting.
- *Questions from the floor* – Senator Kreisberg inquired about the status of the Presidential evaluation by BOG with President Greiner and expressed concern that WLU may not be following HLC policy.

Committee Reports:

Policies: Chair, Ryan Koenig

- The committee has started to investigate the total number of committees across campus and expects to have more details in January.
- *Questions from the floor* – No Questions.

Finance: Chair, Kim Underwood

- Faculty Evaluation Calculations – representatives from the committee are planning to attend the upcoming Chair’s Council meeting to determine the rubric for faculty evaluations.
- *Questions from the floor* – No Question.

Faculty Medical Leave; Kim Underwood

- Modified Duties – the committee continues to work with Diana Harto and is optimistic to have a complete draft soon.
- *Questions from the floor* – No Questions.

Space Utilization; Chair, Kim Underwood

- Data Collection – committee members will be meeting with Deans in the spring to collect data about office space.
- Website – the committee met with a new member from the IT Department about seeking assistance for developing the website, however it was learned that the scope of the necessary work falls outside of this individual's duties. They are seeking information from Joe Rodella to determine if there is anyone who can assist.
- *Questions from the floor* – Chair Cox reported that other Wheeling University uses software to view and schedule classroom usage and suggested contacting someone from this institution.

Action Items:

Faculty Senate Constitution and By-Laws revision

- Chair Cox displayed the proposed changes on the screen for review and discussed changes.
- *Motion* – Chair Cox made a motion to accept the revision to the By-Laws, Seconded by Senator Cowan.
- Discussion – Dr. Senften requested clarification of 15% of “full-time” faculty vs. 15% of faculty. Senator Huffman questioned the harm of revising the language to include the language of “full-time.”
- *Motion* – Senator Kreisberg made a motion to amend the revision “full-time faculty” in two locations, Seconded by Senator Huffman.
- Vote – Faculty Voted: 17 -Yea, 0-Nay, 0-Abstention. Motion to amend passes.
- *Motion* – Senator Kreisberg made a motion to approve the revision as amended, Seconded by Senator Cowan.
- *Vote* – Faculty Voted: 15 – Yea, 0-Nay, 1-Abstention. Motion passes as amended.

Election of Representation to Honorary Degrees and Recognition Committee

- *Motion* – Chair Cox made a motion to accept the policy draft, Seconded by Senator Kreisberg.
- Discussion – Chair Cox stated that various committees have been created over the years and when the work of the committee impacts faculty, the committee should, at some point, come to Senate. The Honorary Degrees and Recognition Committee was discovered to not have a faculty representative on this committee. Chair Cox asked Senate if we should have a say in the process of honoring individuals in instances such as graduation speakers. Senator Harper asked Provost Crawford about the September 2019 Procedure 238-Guidelines for Honorary Degrees revision and the 3-year term for faculty. Provost Crawford could not comment on the changes but stated there should be changes. Chair Cox read from the procedure that faculty, staff, and students should have a representative on the committee but it appears that we haven't been following those guidelines. Chair Cox then explained that he desired to elect a faculty

representative to this committee now, which would be in-line with the procedure, and then later determine if there is value of having this individual serve on this committee. Senator Cowan asked how the policy works presently. Provost Crawford reported that the President has the ultimate decision. Chair Cox then questioned if Senate should table the vote until the Provost could revise in order to reflect what has been done recently or to include faculty. Senator Harper stated that he favored keeping a faculty representative on the committee. Senator Koenig reminded Senate that this was the second discussion during our meeting about whether or not we should follow the rules. Senator Cowan read from the procedure and stated that it would be unfair to elect someone without his/her knowledge.

- Motion – Senator Cowan made a motion to table the motion in favor of collecting more information, Seconded by Senator Serra.
- *Vote* – Faculty Voted: 14 – Yea, 3-Nay, 0-Abstention. Motion to table carries.

Discussion:

Parking Committee

- Chair Cox identified the topic of parking regularly appears in Faculty Forum in every session, every year. Senator Kuhns addressed concern that this may not be an issue for Senate. Senator Underwood stated that she felt that some of the issues of this committee relate to health and safety of faculty. Senator Huffman reported serving on the parking committee that only met 1-time last year. Chair Cox sought input for how Senate should move forward on this topic. Senator Cowan suggested that an email should be sent to faculty seeking comments and concerns about parking.

Policy 223 – Sabbatical Leave

- Chair Cox was contacted by a peer-institution about how West Liberty determines who would be approved for Sabbatical Leave and after examining policies at other institutions it was discussed that West Liberty did not have a faculty role in the process whereas a sample of other institutions did. Provost Crawford reported that in 7-years no one was denied leave. Senator Cowan expressed favoring an administrative role rather than faculty.

Faculty Forum:

- Various topics were identified and discussed.

A motion to adjourn was made and seconded. The Senate adjourned at 4:52 p.m.

Respectfully Submitted,

Jeff Pfister, Senate Secretary