**Faculty Senate Minutes**

Monday, March 17, 2014, 3:10 p.m., Storer Ballroom

**Senate Roster for 2012-14:** Kurtis Adams (MUSC), Chris Coltrin (ART), Kathy Corpus (BADM/FACS), Larry Daily (PSY), Amy DeWitt (SOC/GEOG), Paula Donohue (NURS), Max Guirguis (PSCI), Osman Guzide (CME), Roger Hamood (ACCT), Doug Horner (SCWK), Jim Lewin (ENGL/LANG), Mengyang Li (CHEM), Jason McKahan (COMM), Rob Parkinson (HIST), Greg Place (HPERS), Kathy Reid (ECON), Sylvia Shurbutt (ACF), Ed Snyder (IEPS), J.B. Tuttle (EDUC), Yanhong Wang (LIB), David Wing (BIOL)

**Officers:** J.B. Tuttle (President), Rob Parkinson (Parliamentarian), Jason McKahan (Secretary)

Kurtis Adams (MUSC) present

Chris Coltrin (ART) X

Kathleen Corpus (BADM/FACS) present

Larry Daily (PSY) present

Amy DeWitt (SOC/GEOG X

Paula Donohue (NURS) present

Max Guirguis (PSCI) present

Osman Guzide (CME) present

Roger Hamood (ACCT) X

Douglas Horner (SCWK) X

James Lewin (ENG) X

Mengyang Li (CHEM) present

Jason McKahan (COMM) X

Robert Parkinson (HIST) X

Greg Place (HPERS) present

Kathy Reid (ECON) X

Sylvia Shurbutt (ACF) present

Ed Snyder (IEPS) present

J. B. Tuttle (EDUC) X

Yanhong Wang (LIB) present

David Wing (BIOL) present

**Guests:** SuzanneShipley (SU President),Chris Ames (VPAA), Scott Beard (Graduate Dean), Colleen Nolan (Dean, SNSM)

**Meeting Schedule (2013-14)** 9/16, 10/7, 10/21, 11/4, 11/18, 12/2, 2/3, 2/17, 3/3, 3/17, 4/7, 4/21 (Storer Ballroom)

1. **Approval of February 17, 2014 Senate Minutes.**
   1. A motion was made and seconded to approve the minutes as distributed. Motion carried.
2. **Guests/Unfinished Business:**
   1. **President Shipley:** The President is currently faced with two personnel decisions. Given the difficult financial times, the President was requesting Senate impressions of her plans to deal with the open positions.
      1. The first position is a result of the fact that Deborah Judd, Vice-President for Administration and Finance is leaving Shepherd. The President proposes splitting the position into two positions: a Vice-President of Administration and a CFO. The VP of Administration position would be filled by promoting James Vigil. The campus will conduct a national search for a VP of Finance/CFO. President Shipley explained that there are some cost savings to be had by following this path as a VP of Finance and Administration is a difficult position to fill. Recognizing, however, that faculty might have concerns about creating two administrative positions out of one, she asked Senators for opinions about the plan. No serious concerns were expressed.
      2. The second position is one that has been on hold: the Director of International Affairs. This position can be funded in part from salary savings from previous leadership positions now vacant and in part by donors. The need to fill this position has become critical; Shepherd is very close to reaching agreements for exchange students with China and India and Shepherd currently has no one with the expertise to handle implantation of these programs.
   2. **Senator/ACF Representative Shurbutt:** Legislative update (report)
      1. The legislative session has wrapped up. Several bills of interest were discussed.
         1. SB 344 allocated new money to HEPC but the parallel HB 4333 took money away from HEPC.
         2. SB409 - regarding alternative certification to fill a gap in teachers: this is a cause for concern. This bill also addresses the transfer of credits from one institution to another and imposes a cut in appropriations on institutions that do not honor transfer credits.
   3. **Senator Guirguis:** Waiver research from VPAF Judd (report/feedback)
      1. Dr. Guirguis reported that he had received an email from VP Judd in response to the Senate’s request for information on the cost of providing tuition waivers for the dependents of faculty and staff. Based on current enrollment, the cost of the waivers would be a loss of approximately $100,000 in tuition that Shepherd is receiving from the dependents of faculty and staff. It was noted, however, that no new faculty would be needed to accommodate dependents as students and that providing waivers would aid in attracting and retaining faculty and staff. Two questions were raised: 1) is this a fair benefit given that some faculty or staff members may not have children and 2) if a dependent is receiving Promise but also gets a waiver, would Shepherd still receive the Promise funds? The issue of how Shepherd handles professional couples was also raised. It was decided that Senators would like to invite VP Judd to a Senate meeting to discuss the financial implications more fully.
   4. **VPAA Ames:** Evaluation of Administration Task Force Update.
      1. Dr. Ames reported that the task force has had an initial meeting. The discussion was productive and a wide range of issues was discussed, including the very formal process at West Liberty, the idea of administering the evaluation process through Human Resources to protect the confidentiality of the evaluators, and the possibility of adding Likert-like rating scales to the 6 items on Shepherd’s current evaluation form. The next step is to hold another meeting to develop 3 or 4 possible scenarios for further consideration. Dr. Ames also noted that he could endeavor to increase participation in the current evaluation cycle by sending an email reminder to all faculty.
3. **Committee Reports:** 
   1. Admissions & Credits (Senator Corpus): No report.
   2. Curriculum & Instruction (Senator Shurbutt): C&I will have a report after their next meeting.
   3. General Studies (Senator Daily): No report.
   4. Honors Committee (Senator Parkinson): No report.
   5. Institutional Review Board (Senator Coltrin): Senator Daily (chair of the IRB) reported that the committee is considering proposals as they are received.
   6. Library Committee (Senator Guirguis): No report
   7. Professional Development (Senator Horner): No report.
   8. Scholarship & Awards (Senator Adams): Preparations for the McMurran Convocation are proceeding.
   9. Senate Bylaws (Senator Parkinson): No report
   10. Washington Gateway (Senator Donohue): The committee met in February.
   11. Calendar Committee (Senator Reid) : No report
   12. Diversity & Equity Committee (Senator Lewin): No report
   13. Enrollment Management Committee (Senator Reid): No report
   14. Graduate Council (Senator Shurbutt): Certification program for Appalachian Studies created.
   15. Technology Oversight Committee (Senator Guzide): No report
   16. Assessment Task Force (Senator Wing): Plans for the next assessment cycle are due in May.
   17. Budget Advisory Council (Senators Guzide, Snyder and Wing): No report
   18. Internationalization Committee (Senator Place): See President’s remarks above.
   19. Student Success Committee (Senator Li): No report
   20. Advisory Council of Faculty (Senator Shurbutt): See above

**V. Adjournment**

Respectfully submitted by,

Larry Z. Daily

Senate Secretary pro tem

Dept of Psychology