**Faculty Senate Minutes**

Monday, November 4, 2019, 3:10 p.m., Cumberland Room

**Senate Roster for 2018-2020:**

Kurtis Adams (MUSC), Robert Anthony (SOCI/GEOG), Julia Sandy (HIST), Geri Crawley-Woods (SOWK), Rhonda Donaldson (LIB), Jeff Groff (DEPS), Max Guirguis (PSCI), Osman Guzide (CME), Mary Hancock (NURS), Heidi Hanrahan (ENGL/LANG), Dori Hargrove (EDUC), Stacey Kendig (HPERS), Mengyang Li (CHEM), Chris Lovelace (PSYC), David Modler (ART), Kathleen Reid (ECON), Cinda Scales (BADM), Cindy Vance (ACCT), Kevin Williams (COMM), David Wing (BIOL), Max Guirguis (ACF)

**Officers:** Chris Lovelace (President), Stacey Kendig (Secretary), Jeff Groff (Parliamentarian)

**Meeting Schedule (2019-2020):** 9/16, 10/7, 10/21, 11/4, 11/18, 12/2, 2/3, 2/17, 3/2, 4/6, 4/20

Kurtis Adams MUSC Present

Robert Anthony SOCI/GEOG Present

Gerri Crawley-Woods SOWK Present

Rhonda Donaldson LIB X

Jeff Groff IEPS Present

Max Guirguis PSCI Present

Osman Guzide CME Present

Mary Hancock NURS Present

Heidi Hanrahan ENGL/LANG Present

Dori Hargrove EDUC Present

Stacey Kendig HPERS Present

Mengyang Li CHEM Present

Chris Lovelace PSYC Present

Sonya Evanesko ART Present

Kathleen Reid ECON Present

Julia Sandy HIST Present

Cinda Scales BADM Present

Cindy Vance ACCT X

Kevin Williams COMM X

David Wing BIOL Present

**Guests:** Dr. Scott Beard, Provost and Dr. Sylvia Shurbutt, Director of Appalachian Studies

1. **Approval of October 21, 2019 Faculty Senate minutes (Senator Kendig) (attachment)**October 21 Faculty Senate Minutes were approved as distributed.
2. **Committee reports***Assembly Committees and Representatives*
3. Admissions & Credits (Senator Hancock) – **no report**
4. Curriculum & Instruction (Senator Hanrahan) **– no report; the next meeting is on Nov. 11th**
5. Core Curriculum (Tim Nixon) – **no report**
6. Advisory Council of Faculty (Senator Guirguis) – **no report**

*Faculty Senate Committees and Representatives*

1. Library Committee (Senator Crawley-Woods) – **no report**
2. Professional Development, Faculty Salary, and Welfare (Senator Reid) – **no report**
3. Scholarship & Awards (Senators Vance and Adams) – **no report**
4. Senate Bylaws (Jeff Groff) – **no report**
5. Washington Gateway (Senator Sandy) – **no report**

*External Committee Representatives*

1. Calendar Committee (Senator Reid) – **no report**
2. Diversity & Equity Committee (Senator Hanrahan) – **no report**
3. Enrollment Management Committee (Senator Hargrove) **– see attached**
4. Graduate Council (Senator Sandy) – **no report**
5. Student Success Committee (Senator Anthony) – **no report**
6. Technology Oversight Committee (Senator Guzide) – **no report**

*Other Committees*

1. Assessment Task Force (Senator Donaldson) – **no report**
2. Budget Advisory Council (Senator Adams, Senator Groff, Senator Williams) – **no report**
3. Internationalization Advisory Council (Senator Li) – **no report**

*Additional Reports*

1. Honors Advisory Board (Senator Sandy) – **no report**
2. Workload Taskforce (Senator Lovelace) – **no report**
3. **New business**

Discussion of voting rights for lecturers will be taken up at the next meeting.

Revision of faculty workload policy

Provost Beard provided an update and follow-up from the Board of Governor’s meeting as well as his meeting with President Hendrix and General Council Alan Purdue. Provost Beard addressed three main topics of current discussions taking place: 1.) notification dates for non-retention of faculty members and the issue of when faculty are notified, 2.) faculty workloads, and 3.) SCH and the BOG taskforce overseeing this process.

Information regarding these issues from the Faculty Senate is moving forward and policy revisions are being considered to take to the BOG. Provost Beard developed and delivered a letter of support and advocated for the Faculty Senate regarding concerns about faculty workloads and a new model for evaluating and qualifying faculty workloads.

A lengthy discussion was held among Faculty Senate members regarding the development of a new “model” for qualifying faculty workloads moving forward. Several discussions included addressing issues of “active” vs. “non-active” faculty as referenced by SCH, taking into consideration other circumstances and faculty responsibilities which might also qualify faculty workloads, determining what the actual “standards” should be in measuring productivity of faculty (i.e., clinical settings, Internships, fieldwork, etc.), suggestion to use a point system for qualifying faculty productivity, and looking at other models for ideas that might also be relevant to Shepherd University faculty.

There was a suggestion and a discussion to follow regarding the development of a “three legged” model to include three specific measures where faculty would have to justify which expectation they meet; a.) works above the expectation, b.) meets the expectation, and c.) falls below the expectation. These expectations will have to be developed based upon faculty duties and responsibilities.

Discussion took place regarding the three (3) categories to be used for evaluating and qualifying faculty workloads; a.) Teaching, b.) Service, and c.) Professional Development. Senators were asked to take the category of Teaching back to their respective departments to include all faculty members in the decision making process of developing a measurement tool for faculty workloads.

1. **Announcements:** No other announcements

Meeting adjourned at 5:10 p.m.

Respectfully submitted,

*Stacey Kendig*

Faculty Senate Secretary 2019-2020