

Marshall University Faculty Senate
Meeting Agenda
Thursday, March 27, 2025, 4:00 – 5:30PM
SBUS Encova Auditorium (Viewable via Microsoft Teams)

1. Approval of Proposed Agenda
2. Approval of Minutes of February 20, 2025
3. Announcements – Chair
4. Guest Speaker: Susan Tusing
5. Shared Governance Review Committee - Election
6. Recommendations/Resolutions
 - a. **SR 24-25-23 BAPC** Recommends amending **UPAA-2 (Class Attendance)**.
 - b. **SR 24-25-24 BAPC** Recommends amending **UPGA-2 (Inclement Weather)**.
 - c. **SR 24-25-25 CC** Recommends approval of the listed **UNDERGRADUATE PROGRAM ADDITION, DELETION, CHANGE** in the following college and/or schools/programs: **BA, Music Industry; Music Management; Athletic Training; Biomechanics; Exercise Science; Strength and Conditioning; Kinesiology; AT, Pre-Physical Therapy; AT, Pre-Med; AT, Pre-Physician Assistant; Biomec Pre-Physical Therapy; Biomec, Pre-Med; Biomec Pre-Physician Assistant; Ex Sci, Pre-Physical Therapy; Ex Sci Pre-Med; Ex Sci Pre-Physician Assistant; SC, Pre-Med; SC, Pre-Physical Therapy; SC, Pre-Physician Assistant; Kin, Pre-Physical Therapy; Kin, Pre-Med; Kin Pre-Physician Assistant; BS, Health and Movement Sci Degree; Pre-Computer IT (Non-Deg); BFA, Music; Perform, BFA Music Emphasis; Jazz Studies, Emphasis; Multidisciplinary Studies; Music Entrepreneurship; Social Work; BS, Professional Pilot.**
 - d. **SR 24-25-26 CC** Recommends approval of the listed **UNDERGRADUATE COURSE ADDITION, DELETION, CHANGE** in the following college and/or schools/programs: **MUSP 225; MUSP 475; DTS 315; CHM 425; PS 101L; ART 218; MUS 101; MUS 110; MUS 326; MUS 495; MUS 310; MUS 327; MUS 427; NUR 418; PS 101.**
 - e. **SR 24-25-27 APC** Recommends approval of **ITP for BS in Sonography**.
7. Regular Reports
 - i. President – Brad Smith (15 minutes)
 - ii. Provost – Avinandan Mukherjee (15 minutes)
 - iii. Board of Governors – Robin Riner (5 minutes)
 - iv. Advisory Council of Faculty – Amine Oudghiri-Otmani (5 minutes)
 - v. Graduate Council – Richard Egleton (5 minutes)
 - vi. Student Government Association – Brea Belville (5 minutes)
8. Standing Committee Liaison Reports
 - i. Academic Planning Committee – Daniel O’Malley (4 minutes)
 - ii. Athletic Committee – Tom Hisiro (4 minutes)
 - iii. Budget & Academic Policy Committee – Jana Tigchelaar (4 minutes)
 - iv. Library Committee – Margie Phillips (4 minutes)
 - v. Faculty Development Committee – Chair/Liaison (4 minutes)
 - vi. Physical Facilities & Planning Committee – Jamey Halleck (4 minutes)
9. Other Requests to Speak

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MEMBERS PRESENT: Nathaniel Ramsey, Leah Turley, Sandy York, Heather Stark, Sarah McDermott, Tanvir Chowdhury, Simon Shim, Ross Salary, Jamey Halleck, Kevin Levine, Amanda Thompson-Abbott, Mike Huesmann, Tim Melvin, Conrae Lucas-Adkins, Alysha Nichols, Jodi Cottrell, Suzanne Konz, Shikeal Harris, Megan Marshall, Puspa Damai, Shoshannah Diehl, Boniface Noyongoyo, Daniel O'Malley, Anthony Viola, Clinton Brown, Raid Al-Aqtash, Kelly Beatty, Rick Gage, Phillippe Georgel, Sean McBride, Kyle Palmquist, Devon Wright, Stephen Young, Nitin Puri, Jessica Buerck, Jinju Wang, Tiffany Davis, Mindy Varney, Larry Sheret, Kelli Johnson.

MEMBERS ABSENT: Ed Bingham (sabbatical substitute for Henning Vauth), Ammar Alzarrad, Tom Hisiro, Margie Phillips, Uyi Lawani, Jerry Dooley, Feon Smith, Lisa Muto, Angela Graham, Zach Garrett, Marybeth Beller, Marianna Linz, Shawn Schulenberg, Jana Tigchelaar, Eva Patton-Tackett, Usha Murughiyan, Ji Bihl, Ruhul Amin, Michael Hambuchen, Jen Sparks, Mary Platz.

EX-OFFICIO, VOTING/NON-VOTING MEMBERS PRESENT: Amine Oudghiri-Otmani, Brea Belville, Richard Egleton

EX-OFFICIO, VOTING/NON-VOTING MEMBERS ABSENT:

PARLIAMENTARIAN (substitute): Andrew Morelock

SENATE STAFF: Hailey Bibbee

GUESTS: In person – Brad Smith, Geoff Sheils, Mary Beth Reynolds, Avi Mukherjee, Karen McComas, Brandi Jacobs-Jones, Brian Morgan, Ginny Painter, Ben Eng, Doohee Lee, JE Terry, Marcie Simms, Lisa Martin, Jim Denvir, Dan Hollis, Eryn Roles, Vicki Stroehrer, Jerry Ross, Kateryna Schray, Wesley Stites, Jodie Penrod, RB Bookwalter.

Virtual: Monica Brooks, Sonja Cantrell-Johnson, Chris Risher, Billy Gardner, Jr., Teresa Eagle, Eric Blough, Julia Spears, Kelli Prejean, Michelle Biggs, John Maher, Cara Bailey, Matt Tidd, Jaylene Barrien, Maria Gindhart, Dave Dampier, Leah Payne, Lindsey Harper, Glen Midkiff, Marybeth Beller, Tom Hisiro, Margie Phillips, Marianna Linz.

The meeting was convened at 4:00pm by Vice-Chair Mindy Varney. Vice-Chair Varney reviewed meeting procedures and expectations.

1. Approval of Proposed Agenda – approved as amended

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2. Approval of Minutes of January 23, 2025 – approved

3. Announcements – Chair

1. The President has signed the following documents:
 - a. November 11 Executive Committee Meeting Minutes
 - b. November 21 Faculty Senate Meeting Minutes
 - c. All Senate Recommendations/Resolutions, except for program reviews (07, 08, and 09), which always come later in the year.
2. Physical Plant finalized a new home for our Faculty Award plaques immediately outside of the Senate Office in Old Main 310. As you may remember, Kelli Johnson informed me in the fall that we had these plaques located on the 4th Floor of Drinko Library, and they had not been updated since 2016. Hailey Bibbee has been working hard to update all plaques, including adding a new one for the Rucker Award.
3. The Board of Governors met two weeks ago and approved the Shared Governance Charter. The Senate is now tasked to elect its representative to the Shared Governance Review Committee. The Senate office sent out a call for nominations this morning and we hold an election at our March 27 meeting.
4. Since we last met, new administrations have been inaugurated in both Charleston and Washington DC, and both have issued numerous executive orders possibly cutting both our research funding and implementing restrictions on diversity, equity, and inclusion. Regarding federal grant funding, the Trump administration proposed a broad federal freeze that was paused in the courts before the order was rescinded. Another proposal that would restrict NIH indirect cost funding, which covers things like equipment, operations, maintenance, accounting and personnel, to just 15 percent was scheduled to go into effect on February 10 before it was frozen by the courts. In addition to these funding changes, both the federal government and the state have implemented new executive orders on diversity, equity, and inclusion, but the EOs are very vaguely worded. As our administration reviews these changes, my own personal advice to faculty and chairs is this: do not proactively make any changes at the university in anticipatory compliance, especially in the areas of teaching and research, until we have more guidance from university administration.
5. Marshall Day at the WV State Capitol is scheduled for March 4. Please put it on your calendar and attend if possible. The format this year will focus on the six pillars, and we should hear more information about that soon.

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6. Upcoming Meetings/Events

- a. The Spring General Faculty meeting is scheduled for April 10th, 2025, at 4:00 PM in the Joan C. Edwards Playhouse. Agenda items include honoring retiring faculty and the recognition of award-winning faculty.
- b. The next Executive Committee meeting is scheduled for March 10 for items to be taken up at the March 27 Faculty Senate meeting. All recommendations and resolutions for those meetings are due at senate@marshall.edu by February 28.

4. Guest Speaker: Geoffrey Sheils (MU Board of Governors)

Mr. Sheils thanked FS for the invitation to speak and shared the Board's appreciation for FS.

He expressed his admiration for Robin Riner, BOG rep, and stated that she does a great job.

The Shared Governance Charter has been formally approved. MU is an exemplar in this area.

The BOG has completed President Smith's third-year evaluation and is very happy with his work.

The Save to Service initiatives are working well.

The overall status of Marshall University is "amazing"!

5. Recommendations/Resolutions

a. **SR 24-25-18 LAC** Recommends that the West Virginia State Legislature preserve and protect the seven Governor's Schools by ensuring that funding needs for each school are met. - approved

b. **SR 24-25-19 CC** Recommends approval of the listed UNDERGRADUATE PROGRAM ADDITION, DELETION, CHANGE in the following college and/or schools/programs: Community Health; Social Work in Healthcare; BA Biological Sciences Degree; BA Biological Sciences Major; Music Education PreK-Adult; BA Criminal Justice; Corrections; Law Enforcement; Legal Studies; BS Pharmaceutical Sciences. - approved

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c. **SR 24-25-20 CC** Recommends approval of the listed UNDERGRADUATE COURSE ADDITION, DELETION, CHANGE in the following college and/or schools/programs: BUSN 280; ESS 450; SCLA 101H; SCLA 150; ANT 362; GEO 101; GEO 223; HST 428; PSC 200; PSC 304; PSC 499; CJ 322. – approved

Moved into executive session at 4:22 pm. Returned to regular session at 4:34 pm.

d. **SR 24-25-21 EC** Confidential Recommendation for Spring Commencement Speaker. - approved

e. **SR 24-25-22 EC** Confidential Recommendation for Spring Honorary Degree Recipient(s). -approved

6. Regular Reports

i. President – Brad Smith (15 minutes) – President’s notes presented in their entirety

President’s Update: February 2025
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- “Welcome back my friends to the show that never ends, we’re so glad you could attend, come inside ... come inside.”
- For those younger than me ... which is most, if not all of this room
 - Those are the opening lyrics of a popular song in the early 1970’s by Emerson, Lake and Palmer – a rock anthem that described a time that felt like never-ending chaos.
- That song could have easily been written for today ...
 - 2025 has arrived with a dizzying array of events that have felt chaotic and disquieting ...
 - Fires, floods, snow, a polar vortex, aviation tragedies, executive orders, research funding resets, students injured by speeding vehicles ... and the list goes on.
- Every day it feels like another challenge emerges ...
 - In times like these, I am reminded of a quote by Winston Churchill- “If you’re going through Hell, keep going”!

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- So how do you keep on going in the midst of the chaos?
 - For me, I find solace in our shared focus on Marshall For All ... from our Mission & Creed... the work we do matters.
 - I find harmony in our campus community, embracing one another, creating a zone of safety as we move together as one ...
 - And I am inspired by our ability to transform obstacles into opportunity delivering for those we serve and improving our collective performance ...
 - As you heard from Chairman Sheils report and will hear more from Avi in a moment.
- It is tough sledding, but we are getting through it together.
- With that context, I want to provide an update on three key areas:
 - First, our continuing efforts to deliver a debt-free education at Marshall University.
 - Second, our outlook on potential state funding and the implications for our FY'26 budget.
 - And finally, our status in complying with executive orders that have direct implications on our campus community – namely DEI and the proposed 15% cap on NIH F&A.
- **Let me begin with our recent advances to deliver a debt-free education in service to our commitment to have every Marshall student graduate with a job and no student loan debt by 2037.**
 - Last week, we announced the newest element of our “Marshall For All” promise ... introducing the “Tuition-Free WV” offer.
 - This program provides tuition-free admission to Marshall University for residents of West Virginia with a household income below \$65,000 (the same qualifications for Marshall For All, equating to Pell-eligibility).
 - The result is broader access and affordability to qualified West Virginia residents, leveraging existing federal, state and private scholarship dollars that are already available to fund the program.
 - The “Tuition-Free WV” promise is the newest element of the Marshall For All program, providing additional access to those who qualify for Marshall For All, but haven’t been randomly selected to participate in the next cohort of M4A.

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- For context, our Fall 2024 class of 1,837 students included 597 West Virginia residents who were first-time freshmen with a family income of <\$65,000.
- 100 of those students were randomly selected to participate in the M4A program ... leaving 497 families who would have qualified out as we engage in our comprehensive fundraising campaign to fully fund all students over the next 10 years.
- This didn't feel satisfying, so our team went to work and found a scenario where we can offer these qualifying students the Tuition-Free WV offer.
 - In the most conservative scenario, it requires additional \$150 per student/per semester ... and that isn't assuming any upside from enrollment growth positively impacting our performance-based funding formula, increased retention rates, or the ability to tap into private scholarship funds available.
 - The other way to look at it is we only need to add an incremental 17 students to break-even.
- On top of that announcement, we will soon be announcing a commitment from my prior employer, Intuit, who has committed to building a Prosperity Hub in our downtown Innovation District ...
 - These Hub will employee 200 people in the next year, and they are beginning with offering 50 of our students paid internships to serve as Customer Advocates ...
 - Starting at \$16.00 an hour and working around their class schedules...
 - This will not only assist our students with graduating debt-free, but it will also provide valuable work and life skills that will lead them to full employment upon graduation.
- So in the midst of chaos and uncertainty, we are staying focused on our shared purpose - expanding our Marshall For All participation through (a) expanding greater access to hundreds more through the "Tuition-Free WV" offering and (b) providing more experiential learning and earning opportunities to our students.
- Together, we are advancing our mission as a Prosperity Platform and accelerating our commitment to a debt-free education.
- **Which takes me to my second topic**, our outlook on potential state funding and the implications for our FY'26 budget.
 - As you may have seen in last week's State of the State address, Governor Morrissey has put forth a vision to accelerate economic growth by positioning West Virginia

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as a Power Tech Center –

- Serving as the apex for where energy meets emerging technologies - in a world increasingly defined by energy, automated manufacturing and AI.
- In pursuit of this vision, the Governor has enlisted Marshall University, WVU, Shepard University and Blue Ridge CTC to work with his administration to chart the path forward,
 - Our Cybersecurity and Advanced Manufacturing efforts playing a central role in this effort.
- At the same time, the Governor also proposed immediate cost-reduction actions to reduce the forecasted \$400M structural deficit his team has projected the state will experience over the next several years.
- While his budget contains various puts and takes, there are several important elements to call out as it stands today:
 - First, it does **not** include any state funding for pay increases for state employees.
 - Second, it **does** include the reality of the recently announced PEIA premium increases of roughly 14%.
 - Third, there were several line items that were not funded in our university's proposed budget, leading to a year-over-year decrease in state appropriations of roughly \$158,000.
- While the budget has yet to be vetted and approved by the Legislature, we have been preparing for this scenario as you know, with our Budget Advisory Group being tasked to help identify a range of options that could withstand a 2% to a 4% reduction.
- But the greatest counterbalance has been that we've been executing on our strategic roadmap and controlling our controllables ...
 - Growing enrollment, improving student success and retention and executing on Save-to-Serve to reduce spending in supplies and other services.
- While our FY'26 budget remains a work-in-process, I wanted to be clear where things stand at the moment:
 - We remain committed to growing our way out ...
 - As evidenced by doubling down on Marshall For All's "Tuition-Free WV" announcement and the exciting support our program

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is receiving from outside parties, including Intuit's announcement.

- And we remain committed to investing in our team ...
 - While a pay increase for all will not occur this year, we seek ways to fund targeted pay increases for a subset of employees who are furthest away from market this year ...
 - And we remain committed to our FY'27 goal to have all employees paid at or above the 80% of midpoint for their position
- So, in the midst of the discord, we are creating our own harmony by leaning into trust, caring for team members who need it most, and moving together as one ...
- **Which takes me to my third and final topic - our status in complying with the executive orders that have direct implications for our campus community.**
 - Over the past few weeks, several executive orders have been issued at both the federal and state levels that impact higher education.
 - I fully understand and appreciate there are many unanswered questions.
 - What isn't in question is our unwavering commitment to foster an environment where all students, faculty, and staff have access to the resources and opportunities they need to thrive.
 - We remain steadfast in our commitment to merit-based hiring, equal pay for equal work, and compliance with all federal and state laws.
 - With regards to Governor Morrisey's Executive Order addressing DEI ...
 - We convened the heads of the five families, working alongside me and our Legal team ...
 - We reviewed the Executive Order, President Trump's U.S. Executive Order addressing DEI, and West Virginia State Senate Bill 870 (Introduced 2024) and reintroduced last week, as well as studied other states.
 - This review process provided context and informed us of our perspective on the Executive Order.
 - We submitted a list of all activities to the Governor's Office on February 6th, with our interpretation being the following categories are not prohibited by the state's Executive Order:

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- **Accreditation Requirements:** Until changes are made at the federal level, we are obligated to keep items that are mandated or essential for maintaining accreditation standards. Accreditation is required for federal financial aid, student aid and Pell Grants.
- **Academic Content:** Programs or courses that fall within the university's academic curriculum and meet the educational standards for degree programs.
- **Grants or Research Contracts:** Items linked to research funding, grants, or contracts. We will continue to meet our grant and contract obligations at a private, state, and federal level. As any changes are implemented on the state and federal level, we will adjust accordingly to ensure compliance.
- **Donor-Designated Scholarships:** Programs or scholarships that have been donor-designated with specific criteria, and do not involve any state funding.
- **Health Services:** Mental or physical health services provided by licensed professionals.
- **Federal Observances:** Federal or national government-recognized "days," "months," and other observances i.e. African American History Month, Pride Month, National Women's History Month, and MLK Day.
- We've acknowledged areas that appear to be non-compliant and require action. Those areas include:
 - **DEI-Related Names or Programs:** Programs, activities, or training specifically related to Diversity, Equity, and Inclusion, including those with titles or descriptions that reflect DEI principles. (e.g., "Diversity Training", "Equity Programs")
 - **Activities Offering Special Benefits to Specific Groups:** Any activities, services or programs that provide special benefits or privileges based on race, color, sex, ethnicity, or national origin.
 - **Training Content Focused on DEI:** Training content that promotes a specific DEI agenda or training offered to only a certain group.
- We received initial feedback that these "carve-outs" are consistent with proposed legislation once again emerging in the Legislature ...
- And as a result, we've been asked to resubmit our list to only include areas that may be open to question as being non-compliant ...

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- We resubmitted that list Tuesday evening and are awaiting feedback from the Governor's Office regarding whether our interpretation is correct.
- Once we hear back, we will have 90 days to remedy those areas of conflict.
- The takeaway here is we are at the table, engaging in discussion and helping shape the ultimate policy or legislation where possible.
- Which takes me to the recent the NIH announcement placing a restriction on Facilities & Administrative (F&A) cost reimbursement for all grants, capped at 15%.
 - This represents a significant reduction from Marshall's current federally approved indirect cost rate of 48% for any NIH grants ...
 - If it goes through, it will negatively impact us by ~\$1.8M today, with the potential to spread to other grant funding agencies as well.
 - While the change has been challenged in court, resulting in a temporary restraining order, we have engaged with our Congressional leaders in Washington, our State AG and our peers in higher education as well.
 - As we navigate this period of uncertainty, we are forming an Action Learning Group to prepare for all potential outcomes.
 - In the meantime, I want to reiterate our deep appreciation for the work of our NIH-funded researchers and all those contributing to Marshall's research mission.
 - Your efforts have a profound impact on our university, the state, and the nation ...
- Whew (deep breath ...)
- So welcome back my friends, to the show that never ends ... we're so glad you could attend, come inside, come inside ...
- In closing, I'll wrap up with another Winston Churchill quote which second speaks to us ...
 - "To each, there comes in their lifetime a special moment...
 - when they are figuratively tapped on the shoulder and offered the chance to do a very special thing ...
 - Unique to them and their talents.
 - What a tragedy if that moment finds them unprepared or unqualified for that which could have been their finest hour."
- We are prepared ...

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- We are qualified ...
- And we will rise to this occasion ... and make this our finest hour.
- Because We Are Marshall!

ii. Provost – Avinandan Mukherjee (15 minutes)

Good news for enrollment: retention is up. graduate applications are up, distance student enrollment is up, WV resident applications are up, non-payment withdrawal is down

MU will retain its R2 status

iii. Board of Governors – Robin Riner (5 minutes) _ Dr. Riner's notes presented in their entirety

BOG Meeting held February 5, 2025

Athletics committee:

- new football coach, Tony Gibson; 62 new student athletes on the team
- Title IX compliance: we are not meeting ideal ratio of women to men athletes; working to reach that ratio; beach volleyball and acrobatics identified as potential new sports (will be improved with new roster limits coming from NCAA)
- GPA average 3.36 for all student athletes

Academic committee:

- action item: shared governance charter – approved
- therapy and counseling programs being offered to online students

Full board meeting:

- action items:
 1. autism training center new board members – approved
 2. shared governance charter – approved
 3. changes in housing rates (summer meal plans and Landing rent increasing) – approved
 4. construction of Shewey deck at football stadium (financed solely by donor and club membership sales – no university investment required). – approved
- 3 dean searches will be complete by April
- deficit improved by \$4M
- community cares week will be May 20-23

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Next BOG meeting will be April 9

iv. Advisory Council of Faculty – Amine Oudghiri-Otmani (5 minutes)

WVER discussion by Dr. Monica Brooks; HB4654 discussion removing immunity from obscenity for libraires (affects dual credit); discussion of DEI review at state level; NCAA policy changes discussed; last day to introduce new legislation is 3/18; WVUP request that faculty pay scale be updated yearly; Dr. Corley Dennison, HEPC, discussed 60+60 and dual enrollment, next meeting is 2/21.

v. Graduate Council – Richard Egleton (5 minutes)

Next meeting 2/28; shared governance charter signed; suggested to faculty that they write letters of support for their international students to carry in case they get approached by ICE agents

vi. Student Government Association – Brea Belville (5 minutes)

Participating in MU Day at the Capitol; Spring Fountain Ceremony 4/12; collecting food and hygiene items for individuals in areas experiencing floods (link on SGA page)

7. Standing Committee Liaison Reports

i. Legislative Affairs Committee – Marybeth Beller (4 minutes)

The Legislative Affairs Committee met February 4th.

Our recommendation for the Faculty Senate to recognize the value of the governor's 7 state schools for high school students and to ask the legislature to provide funding for these important academies is on the agenda for the Faculty Senate February.

We are monitoring the anti-vaccine bills that will allow parents to opt out of child vaccinations on religious grounds and that will allow all private schools to exempt vaccination requirements. We have reached out to our members in the School of Pharmacy and School of Medicine to ask if they are also following these bills and have language that they wish to include in recommendations for the Faculty Senate.

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There are two anti-DEI bills currently under consideration: HB 2574 and SB 424. Both will affect higher education as they ban state funding from using those funds or state property to employ staff in any DEI positions or to require DEI training. Both also exempt academic courses and research projects, meaning that, if these bills pass, university offices and projects (including student organization projects funded through the school) will not be allowed to have content involving diversity, equity or inclusion, but classroom curricula and student and faculty research can continue to have DEI elements.

HB 2697 will prohibit higher education institutions from charging for transcripts. Currently MU charges \$12.00 for each electronic transcript and \$10.00 for each transcript sent through US mail. If this bill passes it will cost the university thousands of dollars per year. I have asked the Registrar's office to provide us with the number of transcript requests it receives each year so that we can have numbers on the approximate amount of money that will be lost if this bill passes.

The Legislative Affairs Committee will meet again on March 4th.

ii. University Curriculum Committee – Tim Melvin (4 minutes)

All items before committee were approved; next meeting on 2/21.

iii. Faculty Personnel Committee – Clinton Brown (4 minutes)

The committee held an all faculty forum on Promotion and Tenure.

iv. Research Committee – Philippe Georgel (4 minutes)

Have not met; scheduling next meeting with plans to discuss securing more funding for grants.

v. Student Conduct & Welfare Committee – Anthony Viola (4 minutes) - provided via email

The minutes of the November 12, 2024 meeting were approved; Regarding the development of a procedure for students afraid of other students, Bethany McFann reported back that students can use Advocate to submit a report on another student; Concerning an excused absence policy for online, asynchronous courses, Michael Borsuk reached out to Kat Smith from Student Advocacy and

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Accountability, as well as Jessica Rhodes from the Title IX office. Currently, there is no defined policy, and any extensions on course work are made at the discretion of the professor. The only exceptions to this are extensions granted by Title IX or accommodations made by the Office of Accessibility and Accommodations. Michael Borsuk reported back that a subsection is being developed for the attendance policy that would provide extensions for students in online, asynchronous courses when necessary; Concerning AEDs in the dorms, Michael Borsuk suggested adding more signage and including emergency numbers.

vi. Faculty Technology Committee – Nitin Puri (4 minutes)

New password procedure forthcoming; shared governance charter signed; Dr. Penrod has shared the IT budget

vii. Research Space Allocation Committee – Philippe Georgel

The committee met twice over the last month (on January 27 and February 7) to address various aspects of the space allocations status and procedures.

Activities in Progress: As a result of the meeting, a collaboration between the office of Academic Affairs, led by Brian Morgan and MURC has been asked to generate an up-to-date document describing the current use of research space, as well as the stewardship of the various rooms. The process will take into consideration, as key elements, the room's square footage as well as grant-generated revenues for the university's academic and research units.

Future Plans: The committee plans to meet monthly to continuously review and update the research space allocation. Future goals include ensuring that the allocation remains current and follows all established procedures.

7. Campus Safety – Jim Denvir (15 minutes)
8. Pedestrian safety

I asked to speak to Faculty Senate after my step-daughter, a student here at Marshall, witnessed an accident on February 4th in which a pedestrian was struck

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by a vehicle at the intersection of 3rd Avenue and 18th street. This intersection is a very high pedestrian traffic location, being the location of both a parking garage used by students, faculty and staff, and a bus stop. It is also the intersection where Maribeth Cox, then a student at Marshall, was struck and killed by a vehicle while crossing 3rd Avenue on November 4th, 2021. I was present when that accident occurred and was one of the first on the scene. Simply witnessing this was a traumatic experience which I will never forget.

After the recent accident on February 4th, I received a letter from Maribeth Cox' parents, which I would like to read to Faculty Senate.

[THE FOLLOWING LETTER WAS READ OUT LOUD]

Letter from Cox Family

February 5, 2025

To whom it may concern:

My name is William Cox. I, along with my wife Kari, endured the greatest tragedy of our lives on November 4th, 2021. It started out like any other day, but by its conclusion, our very existence was changed forever. Our oldest daughter, Maribeth Cox, lost her life while exiting a TTA bus and attempting to use a crosswalk to cross 3rd. Avenue. On that day, she was struck by a Toyota Rav 4. The speed of the vehicle and the force of the impact hurled her a great distance and knocked both of her shoes off her feet. It was a needless death that robbed her of her future and any chance of life and happiness. It is something that her mother and I will never get over.

I bring this up to point out that 3rd avenue in Huntington, where it runs through the Marshall campus, has had many instances over the years where pedestrians have been hit by vehicles. The most recent accident occurred yesterday when a car struck a young woman. Her injuries were significant but non life threatening. Most of these incidents have dealt some sort of injury to the victim but, so far, my daughter has been the only one to suffer a fatality. Unfortunately, it is my firm belief, and that of many others, that it is only a matter of time before another pedestrian is killed like Maribeth.

In the wake of Maribeth's death, a 25 MPH speed limit was imposed on 3rd avenue, but it has done almost nothing to curtail these accidents. It is not rigorously enforced, and many people (including myself and my wife) have

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witnessed people continuing to drive fast down the avenue, far in excess of the speed limit now in place.

Quite simply, nothing of any real consequence has been done or is being done to address this very real problem, one that is occurring with frightening regularity. I would even go so far as to say that the city and the university have been negligent. This is the inescapable conclusion. Solutions have been suggested from different quarters, from flashing lights to pedestrian tunnels to walkways over the street and more. These are, of course, all very expensive proposals, but something obviously needs to be done. The expense of an effective solution put into place is worth the cost of preventing more people from being hurt and possibly killed.

West Virginia University considered pedestrian safety such a priority that, in 2019, they took action and installed signage and rumble strips at three key intersections that were identified as needing safety improvements. More needs to be done in the city of Huntington on 3rd avenue, with rumble strips and speed bumps being logical choices to address this.

In short, more needs to be done, or this awful trend will only continue to happen on Marshall's campus. I thank you for your time and attention.

Sincerely,

William L. Cox Kari E. Cox

[END OF LETTER]

I would like to add some of my own thoughts. Like Mr. and Mrs. Cox, I have regularly seen cars on both 3rd and 5th Avenues travelling far in excess of the speed limit. I also regularly see vehicles running the red lights at the intersections and at the pedestrian crossing light by the Engineering building, and failing to yield to pedestrians at the new crosswalk on 20th Street.

Both 3rd and 5th Avenues are four-lane, one-way, straight, flat roads. At points on these roads drivers can see in excess of a mile in front of them. These streets look and feel like highways and their design is the kind of road design used to encourage vehicles to travel at high speed. It is a road design inconsistent with roads going through high pedestrian traffic areas. It is actually quite difficult to drive at a speed that is appropriate around a college campus. I am not going to go into the specifics of road and traffic engineering, but no number of signs posted with the speed limit

**Marshall University Faculty Senate
Meeting Minutes
Thursday, February 20, 2025, 4:00 PM
Don Morris Room (Microsoft Teams Streaming Only)**

are going to be effective when every other visual cue that drivers receive is telling them to drive at a higher speed.

That having been acknowledged, our students, faculty, and staff need to have a safe way to get around campus, including crossing both 3rd and 5th Avenues. While campaigns of pedestrian awareness are welcome, we cannot ask more of pedestrians than to use available crossings, be aware, and to observe traffic signals. In some of the recent accidents, it appears pedestrians were doing all of these things. When pedestrians are still not safe when they are doing this, as is the case when vehicles speed, fail to observe red lights or yield to pedestrians when turning, we, by which I mean both Marshall University and the City of Huntington, need to do more to ensure safety. Simply reiterating that pedestrians need to take more care is not sufficient, and in some cases is tantamount to blaming innocent victims for the actions of others. What is needed is holding drivers responsible, as well as making design decisions which make it easier for both drivers and pedestrians to behave in a safe manner.

Ultimately, the long-term solution is to reengineer these roads to make them appropriate for their location. Some preliminary plans and ideas for this have been posted on social media, but implementing these will take a lot of money, and a lot of time.

In the meantime, I have some very simple, low-cost suggestions that I believe will have a significant positive impact on pedestrian safety. I will share just one here, and can provide others to the appropriate university or cities entities.

At all traffic lights around campus, the pedestrian walk signals are active when traffic parallel to the crossing pedestrians has a green light. This means that pedestrians are sharing the same piece of road, and phase of the traffic lights, with traffic that is turning. For a contrast, at the intersection of 5th Avenue and 8th Street, by the courthouse, the traffic lights are programmed so that pedestrians have walk signals in all directions when traffic in all directions has a red light. This makes crossing at that intersection far safer than at the intersections around campus. It is my opinion that reprogramming the traffic lights around campus in this way – a relatively simple, low-cost solution – would have prevented at least two of the collisions between vehicles and pedestrians in recent years.

While some improvements have been made, the number of accidents since their implementation shows that these have had limited effectiveness. I do not want to have to experience the trauma of witnessing another fatality around our campus, and more importantly I do not want our campus community and their families and

**Marshall University Faculty Senate
Meeting Minutes
Thursday, February 20, 2025, 4:00 PM
Don Morris Room (Microsoft Teams Streaming Only)**

friends to experience the trauma of losing a loved one in such avoidable circumstances. I am asking the University administration to commit to working with the city to improve pedestrian safety around campus.

9. Other Requests to Speak - none

The meeting was adjourned 5:45 p.m.

Respectfully Submitted:

Kelli Johnson

Dr. Kelli Johnson, Recording Secretary, Faculty Senate

MINUTES APPROVED BY FACULTY SENATE:

Dr. Shawn Schulenberg, Chair
Faculty Senate

Date Signed

MINUTES READ:

Brad Smith, President
Marshall University

Date Signed

BUDGET AND ACADEMIC POLICY COMMITTEE RECOMMENDATION

SR 24-25-23 BAPC

Recommends that Policy UPAA-2 (“Class Attendance”) be revised as in the attached document.

It is further recommended that, in light of increased enrollment and the commensurate increase in requests for excused absences, additional resources be made available to Student Affairs in order to process these requests.

RATIONALE:

In the 2023-24 academic year, the Office of Student Advocacy and Accountability received over 3,000 requests for excused absences, placing a very large burden on their resources. To date, since the beginning of the 2024-2025 academic year, over 3,600 requests for excused absences have been processed. Many of these requests accumulate towards the end of the semester as students become aware of absences affecting their grade. The recommended changes represent an attempt to partially alleviate this burden, firstly by emphasizing that attendance policy can be handled on a course-by-course basis by the course instructor, and secondly by imposing a time limit on when students can request changes. We also recommend making further resources available to the Office of Student Advocacy and Accountability to address this issue.

Other changes are recommended:

- As many of our students come from non-traditional family backgrounds, we are recommending removing all language defining familial relationships in policy on absences related to critical illness and death.
- We also clarify that routine doctors’ appointments scheduled in advance are not covered by this policy and are to be addressed solely between the student and instructor.
- Clarification is made that these policies apply to all classes with specific meeting times and assignments with specific due dates, regardless of the mode of delivery.
- The undergraduate catalog description of university excused absences includes a category for “extreme personal emergencies” which was not included in UPAA-2. We recommend adding this category to UPAA-2 to bring these documents in agreement.

**BUDGET AND ACADEMIC POLICY COMMITTEE
RECOMMENDATION**

SR 24-25-23 BAPC

FACULTY SENATE CHAIR:

APPROVED BY THE
FACULTY SENATE: _____ DATE: _____

DISAPPROVED BY THE
FACULTY SENATE: _____ DATE: _____

UNIVERSITY PRESIDENT:

APPROVED: _____ DATE: _____

DISAPPROVED: _____ DATE: _____

COMMENTS: _____

UNIVERSITY POLICY FOR ACADEMIC AFFAIRS

Policy No. UPAA-2

CLASS ATTENDANCE

1 General Information.

- 1.1 Scope: Academic policy regarding class attendance.
- 1.2 Authority: W. Va. Code §18B-1-6
- 1.3 Passage Date: September 12, 2019
- 1.4 Effective Date: October 15, 2019
- 1.5 Controlling over: Marshall University
- 1.6 History: Adopted General Faculty Meeting, May 12, 1970; Clarified by Faculty Senate on April 10, 2001; SR-04-05-(06)63 BAPC, Approved November 18, 2004 for Implementation Fall 2005. This version of the policy replaces an earlier version that was passed on March 8, 2006.

2 Policy

- 2.1 It is Marshall University's policy that each instructor evaluates the importance of student class attendance. In the course syllabus, the instructor must provide his/her policy on class attendance, make-up work, and related matters. If a student is absent from class because of a circumstance that is included in the excused absence policy, the absence can be handled by an arrangement between the student and the instructor or, if either party requests, the student can obtain an official excused absence following the procedure described below. The instructor must honor a university excused absence covered by this policy and allow the student an opportunity to catch up/make up work missed. This policy excludes those academic endeavors that require the completion of a certain number of clock hours, as in clinical experiences, practica or internships. For those courses, the maximum number of absences will be determined by the department chair or program supervisor. This policy does not supersede program accreditation requirements.

3 Definitions of Excused Absences

- 3.1 Excused absences fall into five categories:

3.1.1 University-sponsored activities

3.1.1.1 Academic activities including, but not limited to, performing arts, debate and individual events, honors classes, ROTC, and departmental functions.

3.1.1.2 Athletics, official athletic events sponsored by the Athletic Department.

3.1.1.3 Other University activities, including student government and student

organizations.

The activity must have a clear educational mission and be closely linked to academic pursuits or to other official University functions.

3.1.2 Student Illness or Critical Illness/Death in the Immediate Family

3.1.2.1 “Immediate Family” is defined as a spouse/life partner, child, parent, legal guardian, sibling, grandparent or grandchild.

3.1.2.2 Student Illness or injury

3.1.2.2.1 Absences will be excused only for illnesses or injuries that prohibit students from participating in class.

3.1.2.3 Critical Illness of Immediate Family Member

3.1.2.3.1 Absences will be excused if the student documents that he or she had to provide needed care and/or support for a critically ill immediate family member.

3.1.2.4 Death of an Immediate Family Member

3.1.3 Short-Term Military Obligation: This is defined as absence as the result of military orders for a short-term period. Note: Students subject to federal activation are covered by a separate policy. Please see the catalog for this policy.

3.1.4 Jury Duty or Subpoena for Court Appearance

3.1.4.1 This applies to absences that are a result of official requests from a court of law.

3.1.5 Religious Holidays

3.1.5.1 This applies to major religious holidays. Please see the Office of Student Affairs for a list of such holidays.

4 Process

4.1 The student who seeks an excused absence must do so immediately after the event/activity/incident by following these guidelines. Whenever time permits, such as for University activities scheduled well in advance, the excuse must be obtained and presented to the instructor prior to the absence.

4.1.1 University Sponsored Activities

4.1.1.1 Academic Activities: These absences are excused by the dean within whose unit the activity is sponsored. The dean must pre-approve any notice that is given or sent to faculty regarding absences of this type.

4.1.1.2 Athletics: These absences are excused by the Chief Academic Officer (CAO), who must pre-approve any notice given/sent to faculty.

4.1.1.3 Other University activities: These absences are pre-approved by the Vice President of Student Affairs and excused by the Office of Academic Affairs prior to any notice to faculty. The activity and the excused absence must be endorsed in writing by the organization's advisor.

4.1.2 Student Illness or Critical Illness/Death in the Immediate Family

4.1.2.1 Student Illness or Injury: The student must submit official documentation of treatment by a medical practitioner to the Office of Student Affairs as soon as he/she returns to class. Documentation must specify the inclusive dates to be excused. The office will notify faculty that the absence(s) meets the criteria to be excused.

4.1.2.2 Critical Illness of Immediate Family Member: The student must submit official documentation from the family member's health care provider that substantiates the critical nature of the illness and the student's need to provide the care/support. This documentation is to be submitted to the Office of Student Affairs upon the student's return to class. The Office will notify faculty that the absence(s) meets the criteria to be excused.

4.1.2.3 Death of an Immediate Family Member: To obtain an excused absence, the student must submit one of the following to the Office of Student Affairs upon return to classes: an obituary or a funeral program with the student named as a relative; verification on letterhead stationery of the death and the relationship by clergy or funeral home personnel. The Office will notify faculty that the absence meets the criteria to be excused.

4.1.3 Short-Term Military Obligation

4.1.3.1 The student who seeks an excused absence for military obligation must present official documentation of his/her orders to duty to the dean of his/her college prior to the absence. The dean will notify faculty that the absences are to be excused.

4.1.4 Jury Duty or Subpoena for Court Appearance

4.1.4.1 The student who seeks an excused absence for jury duty or court appearance must submit his/her subpoena or official notification of jury duty to the dean of his/her college prior to the date of the obligation. The dean will notify faculty that the absence is to be excused.

4.1.5 Religious Holidays

4.1.5.1 Absences resulting from major religious holidays will be excused when the student presents the request in advance of the absence to the Office of Student Affairs. The dean will indicate his/her approval on the request and forward it to the Office of Academic Affairs for the official excused absence notification to faculty.

Notice: Any student who falsifies information or documentation in order to obtain an excused absence has committed a violation of the Code of Student Rights and Responsibilities and will be referred to Student Conduct for appropriate sanctions.

5 To Catch Up/Make Up Missed Work

5.1 It is the responsibility of the student to request an opportunity to complete missed work.

5.1.1 Once the excused absence has been secured, the request to make up work should immediately be made to the instructor at the next available class meeting.

5.1.2 Missed activities will be rescheduled or, in the event that rescheduling of an activity is not practical or possible, a fair and equitable alternative way of arriving at the grade for the missed component of the overall grade will be developed by the instructor.

5.1.3 Punitive measures must not be taken against students who present an official University excused absence.

5.1.4 Students should be aware that excessive absences—whether excused or unexcused—may affect their ability to earn a passing grade.

5.1.5 If the faculty member believes that the number of absences accrued under the terms of this policy is such that the student cannot fulfill the learning experience/mastery that a course requires, he/she may recommend that a student withdraw from the class.

5.1.6 Regardless of the nature of the excused absence, the student is responsible for completing all coursework prior to the end of the semester.

UNIVERSITY POLICY FOR ACADEMIC AFFAIRS

Policy No. UPAA-2

CLASS ATTENDANCE

2. Policy

2.1 It is Marshall University's policy that each instructor evaluates the importance of student class attendance. In the course syllabus, the instructor must provide his/her policy on class attendance, make-up work, and related matters. Reasons for excused absences are at the instructor's discretion but must include all excused absences listed in this policy, and the syllabus must include these excused absences either directly or by reference to this policy. If a student is absent from class because of a circumstance that is included in the class excused absence policy, the absence ~~can will be be~~ handled by an arrangement between the student and the instructor. In cases where a student has an absence whose excuse is guaranteed by this policy, and for which or, if either party requests, the instructor has not excused the student, the student can obtain an official excused absence following the procedure described below. The instructor must honor a university excused absence covered by this policy and allow the student an opportunity to catch up/make up work missed. This policy excludes those academic endeavors that require the completion of a certain number of clock hours, as in clinical experiences, practica or internships. For those courses, the maximum number of absences will be determined by the department chair or program supervisor. This policy covers all classes for which attendance is required at specific times by the course syllabus, and absences which affect the student's ability to submit assignments by a due date given in the syllabus. This policy does not supersede program accreditation requirements.

3. Definitions of Excused Absences

3.1 Excused absences fall into five categories:

3.1.1 University-sponsored activities

- 3.1.1.1 Academic activities including, but not limited to, performing arts, debate and individual events, honors classes, ROTC, and departmental functions.
- 3.1.1.2 Athletics, official athletic events sponsored by the Athletic Department.
- 3.1.1.3 Other University activities, including student government, academically-oriented and student organizations, and careers fairs. The activity must have a clear educational mission and be closely linked to academic pursuits or to other official University functions.

3.1.2 Student Illness or Critical Illness/Death of someone in a close relationship to the student in the Immediate Family

~~3.1.2.1 “Immediate Family” is defined as a spouse/life partner, child, parent, legal guardian, sibling, grandparent or grandchild.~~

3.1.2.2 Student Illness or injury

3.1.2.2.1 Absences will be excused only for illnesses or injuries that prohibit students from participating in class. Routine doctor’s appointments scheduled in advance are not considered excused absences in the scope of this policy and will not be approved by Student Affairs. (These may be approved as absences if agreed between the student and instructor.)

3.1.2.3 Critical Illness of someone in a close relationship to the student.~~Immediate Family Member~~

3.1.2.3.1 Absences will be excused if the student documents that he or she had to provide needed care and/or support for a critically ill ~~immediate person~~family member.

3.1.2.4 Death of an ~~immediate~~someone in a close relationship to the student.~~Family Member~~

3.1.3 Short-Term Military Obligation: This is defined as absence as the result of military orders for a short-term period. Note: Students subject to federal activation are covered by a separate policy. Please see the catalog for this policy.

3.1.4 Jury Duty or Subpoena for Court Appearance

3.1.4.1 This applies to absences that are a result of official requests from a court of law.

3.1.5 Religious Holidays

3.1.5.1 This applies to major religious holidays. Please see the Office of Student Affairs for a list of such holidays.

3.1.6 Extreme personal emergencies.

3.1.6.1 Examples of such events include house fires, serious crimes, and other grave emergencies deemed by the Assistant Dean of Advocacy and Support to warrant an excused absence.

4 Process

4.1 Students should generally request an absence first from their instructor, within five instructional days. The student who seeks an excused absence must do so immediately of the end of the event necessitating the absence. (For example, if a student is hospitalized, within one week of release from hospital.) after the event/activity/incident by following these guidelines. Whenever time permits, For events that are scheduled in advance, such as for University activities, the excuse must be obtained and presented to the requested from the instructor prior to the absence. Should the student receive a denial of the request for an excused absence, or should the

instructor not respond within five instructional days, the student may then request a university-excused absence as detailed below. The request for this absence must be made within five instructional days of the response from the instructor (or within 10 instructional days of the initial request to the instructor, in cases in which the instructor does not respond).

4.1.1 University Sponsored Activities

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4.1.2.3 Death of someone in a close relationship to the student~~an Immediate Family Member~~: To obtain an excused absence, the student must submit one of the following to the Office of Student Affairs upon return to classes: an obituary or a funeral program ~~with the student named as a relative~~; verification on letterhead stationery of the death ~~and the relationship~~ by clergy or funeral home personnel. The student must also submit evidence of the relationship to the deceased. The Office will notify faculty that the absence meets the criteria to be excused.

4.1.3 Short-Term Military Obligation

4.1.3.1 The student who seeks an excused absence for military obligation must present official documentation of his/her orders to duty to the dean of his/her college prior to the absence. The dean will notify faculty that the absences are to be excused.

4.1.4 Jury Duty or Subpoena for Court Appearance

4.1.4.1 The student who seeks an excused absence for jury duty or court appearance must submit his/her subpoena or official notification of jury duty to the dean of his/her college prior to the date of the obligation. The dean will notify faculty that the absence is to be excused.

4.1.5 Religious Holidays

4.1.5.1 Absences resulting from major religious holidays will be excused when the student presents the request in advance of the absence to the Office of Student Affairs. The dean will indicate his/her approval on the request and forward it to the Office of Academic Affairs for the official excused absence notification to faculty.

Notice: Any student who falsifies information or documentation in order to obtain an excused absence has committed a violation of the Code of Student Rights and Responsibilities and will be referred to Student Conduct for appropriate sanctions.

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UNIVERSITY POLICY FOR ACADEMIC AFFAIRS

Policy No. UPAA-2

CLASS ATTENDANCE

2. Policy
- 2.1 It is Marshall University's policy that each instructor evaluates the importance of student class attendance. In the course syllabus, the instructor must provide his/her policy on class attendance, make-up work, and related matters. Reasons for excused absences are at the instructor's discretion but must include all excused absences listed in this policy, and the syllabus must include these excused absences either directly or by reference to this policy. If a student is absent from class because of a circumstance that is included in the class excused absence policy, the absence will be handled by an arrangement between the student and the instructor. In cases where a student has an absence whose excuse is guaranteed by this policy, and for which the instructor has not excused the student, the student can obtain an official excused absence following the procedure described below. This policy excludes those academic endeavors that require the completion of a certain number of clock hours, as in clinical experiences, practica or internships. For those courses, the maximum number of absences will be determined by the department chair or program supervisor. This policy covers all classes for which attendance is required at specific times by the course syllabus, and absences which affect the student's ability to submit assignments by a due date given in the syllabus. This policy does not supersede program accreditation requirements.
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 - 3.1.1.3 Other University activities, including student government, academically-oriented student organizations, and careers fairs. The activity must have a clear educational mission and be closely linked to academic pursuits or to other official University functions.
 - 3.1.2 Student Illness or Critical Illness/Death of someone in a close relationship to the student.
 - 3.1.2.2 Student Illness or injury
 - 3.1.2.2.1 Absences will be excused only for illnesses or injuries that prohibit students from participating in class. Routine doctor's appointments scheduled in

advance are not considered excused absences in the scope of this policy and will not be approved by Student Affairs. (These may be approved as absences if agreed between the student and instructor.)

- 3.1.2.3 Critical Illness of someone in a close relationship to the student.
- 3.1.2.3.1 Absences will be excused if the student documents that he or she had to provide needed care and/or support for a critically ill person.
- 3.1.2.4 Death of a someone in a close relationship to the student.
- 3.1.3 Short-Term Military Obligation: This is defined as absence as the result of military orders for a short-term period. Note: Students subject to federal activation are covered by a separate policy. Please see the catalog for this policy.
- 3.1.4 Jury Duty or Subpoena for Court Appearance
- 3.1.4.1 This applies to absences that are a result of official requests from a court of law.
- 3.1.5 Religious Holidays
- 3.1.5.1 This applies to major religious holidays. Please see the Office of Student Affairs for a list of such holidays.
- 3.1.6 Extreme personal emergencies.
- 3.1.6.1 Examples of such events include house fires, serious crimes, and other grave emergencies deemed by the Assistant Dean of Advocacy and Support to warrant an excused absence.
- 4 Process
- 4.1 Students should generally request an absence first from their instructor, within five instructional days of the end of the event necessitating the absence. (For example, if a student is hospitalized, within one week of release from hospital.) For events that are scheduled in advance, such as University activities, the excuse must be requested from the instructor prior to the absence. Should the student receive a denial of the request for an excused absence, or should the instructor not respond within five instructional days, the student may then request a university-excused absence as detailed below. The request for this absence must be made within five instructional days of the response from the instructor (or within 10 instructional days of the initial request to the instructor, in cases in which the instructor does not respond).
- 4.1.1 University Sponsored Activities
- 4.1.1.1 Academic Activities: These absences are excused by the dean within whose unit the activity is sponsored. The dean must pre-approve any notice that is given or sent to faculty regarding absences of this type.
- 4.1.1.2 Athletics: These absences are excused by the Chief Academic Officer (CAO), who must pre- approve any notice given/sent to faculty.

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- 4.1.2 Student Illness or Critical Illness/Death of someone in a close relationship to the student
 - 4.1.2.1 Student Illness or Injury: The student must submit official documentation of treatment by a medical practitioner to the Office of Student Affairs as soon as he/she returns to class. Documentation must specify the inclusive dates to be excused. The office will notify faculty that the absence(s) meets the criteria to be excused.
 - 4.1.2.2 Critical Illness of someone in a close relationship to the student: The student must submit official documentation from the person's health care provider that substantiates the critical nature of the illness and the student's need to provide the care/support. This documentation is to be submitted to the Office of Student Affairs upon the student's return to class. The Office will notify faculty that the absence(s) meets the criteria to be excused.
 - 4.1.2.3 Death of someone in a close relationship to the student: To obtain an excused absence, the student must submit one of the following to the Office of Student Affairs upon return to classes: an obituary or a funeral program; verification on letterhead stationery of the death by clergy or funeral home personnel. The student must also submit evidence of the relationship to the deceased. The Office will notify faculty that the absence meets the criteria to be excused.
- 4.1.3 Short-Term Military Obligation
 - 4.1.3.1 The student who seeks an excused absence for military obligation must present official documentation of his/her orders to duty to the dean of his/her college prior to the absence. The dean will notify faculty that the absences are to be excused.
- 4.1.4 Jury Duty or Subpoena for Court Appearance
 - 4.1.4.1 The student who seeks an excused absence for jury duty or court appearance must submit his/her subpoena or official notification of jury duty to the dean of his/her college prior to the date of the obligation. The dean will notify faculty that the absence is to be excused.
- 4.1.5 Religious Holidays
 - 4.1.5.1 Absences resulting from major religious holidays will be excused when the student presents the request in advance of the absence to the Office of Student Affairs. The dean will indicate his/her approval on the request and forward it to the Office of Academic Affairs for the official excused absence notification to faculty.

Notice: Any student who falsifies information or documentation in order to obtain an excused absence has committed a violation of the Code of Student Rights and Responsibilities and will be referred to Student Conduct for appropriate sanctions.

**BUDGET AND ACADEMIC POLICY COMMITTEE
RECOMMENDATION**

SR 24-25-24 BAPC

Recommends that Policy UPGA-2 (“Policy regarding weather-related and/or emergency closings and delays”) be amended as in the attached document.

RATIONALE:

The university excused absence policy (UPAA-2) does not provide a provision for excusing absences for commuting students who are unable to safely attend class due to adverse weather conditions. The decision for mandating excuses for such absences is subjective, and as such is not best determined on a course-by-course basis by individual instructors. The recommended revisions to this policy allow those responsible for decisions on weather-related closures (the Chief of Staff, the Senior Vice President for Academic Affairs, and the Senior Vice President for Operations) to mandate instructors excuse absences for inclement weather that may prohibit safe commuting to campus but which is not severe enough to close or delay university operations.

FACULTY SENATE CHAIR:

APPROVED BY THE
FACULTY SENATE: _____ DATE: _____

DISAPPROVED BY THE
FACULTY SENATE: _____ DATE: _____

UNIVERSITY PRESIDENT:

APPROVED: _____ DATE: _____

DISAPPROVED: _____ DATE: _____

COMMENTS: _____

UNIVERSITY POLICY FOR GENERAL ADMINISTRATION

Policy No. UPGA-2

POLICY REGARDING WEATHER-RELATED AND/OR EMERGENCY CLOSINGS AND DELAYS

1 General Information.

- 1.1 Scope: This policy describes notification procedures and student and employee attendance expectations in the event of a delay or closing of the institutions.
- 1.2 Authority: W. Va. Code §18B-1-6
- 1.3 Passage Date: June 28, 2019
- 1.4 Effective Date: August 1, 2019
- 1.5 Controlling over: Marshall University
- 1.6 History:
 - 1.6.1 This policy amends GA-9 (effective June 11, 2019), which amended GA-9 (effective October 15, 2009), which amended GA-9 (effective March 8, 2006) which replaced Executive Policy Bulletin No. 7, (revised February 1, 2005). The amendments provide for a form of compensatory time for employees required to work during a closing.

2 Policy.

- 2.1 Generally, it is Marshall University's policy to maintain its normal schedule, even when conditions are inclement. However, that is not always possible.

3 Huntington Campus Delays and Closings.

- 3.1 In those instances when it is necessary to alter the schedule in response to weather conditions, every effort will be made to notify all those affected—students, faculty, staff and the general public—as expeditiously and as comprehensively as possible in the following ways:
 - 3.1.1 The university subscribes to a third-party service to provide notifications by e-mail, text message, and telephone, referred to as “MU Alert” at Marshall. All students, faculty and staff will be enrolled in the MU Alert database with their university e-mail addresses, and, in the case of faculty and staff, their office telephone numbers. Students, faculty and staff may provide additional contact methods, including those for text messaging and cell phone numbers, through the use of the myMU portal.

In cases of weather-related or other emergency closings and delays, University Communications staff will use MU Alert to send notification.
 - 3.1.2 Television stations in Huntington and Charleston will be notified.
 - 3.1.3 Radio stations in Huntington and Charleston will be asked to announce the delay or closing.
 - 3.1.4 Time permitting; newspapers in Huntington and Charleston will be notified. Often, however, decisions must be made after deadlines of newspapers.

- 3.1.5 The Office of University Communications will communicate the specific details of the delay or closing to the Office of Public Safety at 304-696-HELP.
- 3.1.6 Notifications will be posted on the University's official social media accounts.
- 3.2 Information about closing, cancellations, or delays will ordinarily be disseminated to area radio and television stations. The authoritatively correct statement of the University's condition (Huntington) is stipulated to be the message on the main page of the website at <http://www.marshall.edu>.
- 3.3 This section applies only to the Huntington campus and all releases should make it clear that it relates only to the Huntington campus. The chief administrative officer (as designated by the University president) will manage the weather-related closings policy for the South Charleston campus and other education centers for the respective location, and all releases should make clear that the release applies only to the affected location. The South Charleston phone number is 304-746-2500. See Section 4 for information on procedures for other locations.
- 3.4 Types of delays and closings:
- 3.4.1 University Closed: All classes suspended and offices closed.
- 3.4.2 Classes Cancelled: All classes suspended; offices open.
- 3.4.3 Delay Code A: Means a delay in the opening of classes BUT no delay in the opening of offices. Delays will usually be in the range of one to two hours. Employees are expected to report to work at their normal starting times unless they feel that travel is unsafe. If an employee feels that he/she cannot travel safely to work, he/she may charge accrued annual leave for the portion of the workday from 8:00 a.m. (or their normal start time) until their arrival at work.
- 3.4.4 Delay Code B: Means a delay in the opening of classes AND a delay in the opening of offices. Delays will usually be in the range of one to two hours. Employees do not have to report to their offices until the stated delay time. If they believe they cannot travel to work safely by the stated delay time, they may charge accrued annual leave for the work hours from the stated delay time until they can next report to work.
- 3.4.5 Class operation under delays: Under both categories of delay, students should go to the class that would begin at the stated delay time or the class that would have convened within 30 minutes of the stated delay time. A two-hour delay means that classes that begin at 10:00 a.m. begin on time. Classes that begin at 9:30 a.m. meet at 10:00 a.m. and continue for the remaining period of that class.
- 3.4.6 Exceptions with regard to employees: Certain critical and emergency employees may be required to report to work on time or earlier than normally scheduled despite the particular delay code published.
- 3.5 Staff and administrative personnel procedures:
- 3.5.1 The university will be completely closed only rarely and in extreme situations since it is essential that public safety be maintained, that buildings and equipment be protected and that services be provided for those students housed in campus facilities. Therefore, under Classes Cancelled, above, all university staff and administrative employees will be expected to report to work, unless notified otherwise.

- 3.5.2 In the event of critical need, certain employees may be required to report to work or temporarily reside on campus to ensure human safety and preservation of university property or facilities.
- 3.5.2.1 Employees may be eligible for substitute time off (STO) if they were directed by their supervisor to be present for work during a period of inclement weather closing or other emergency closing. Eligible individuals must be in regular-status, leave-accruing employment and must have received a direct instruction from their supervisor to be present for work during such a closing. Eligible part-time employees may receive STO on a pro rata basis according to appointed percentage time unless they actually worked longer than their appointed hours. The provision of STO for such periods of inclement weather/other emergency closing is authorized by the responsible vice president or his/her designee.
- 3.5.2.2 In order to provide STO to an eligible employee, the supervisor must produce a statement to be preserved in the employing department which will include (1) identification of the affected employee(s); (2) a statement that the employee(s) was/were directed by him/her to come to work or remain at work for any or all of a period of inclement weather/other emergency closing; and (3) a statement of why it was necessary to require the employee(s) to attend work. A copy of the statement(s) should be sent to Human Resource Services.
- 3.5.2.3 The following should be noted: (1) eligibility for STO is not determined on the basis of being a member of a work group or work unit deemed essential; (2) status as a federal Fair Labor Standards Act (FLSA) non-exempt or exempt employee does not apply because the periods of inclement weather/other emergency closing do not represent overtime; (3) no employee is eligible for STO who was present for work for some or all of the periods of inclement weather/other emergency closing on a voluntary or elective basis; (4) premium pay or premium compensatory time off for holidays worked does not apply because the inclement weather/other emergency closings are not holidays; (5) STO is not compensatory time off as used in calculations of Fair Labor Standards Act overtime for hours actually worked; (6) STO may be provided in cases where the employee was directed to report to work at a time prior to the determination of inclement weather/other emergency closing [such direction will be construed to mean a stated requirement to come to work just as if inclement weather/other emergency closing had actually been announced]; and (7) STO made available due to inclement weather or other emergency closing must be used within one year of its award.
- 3.5.2.4 Nothing in this process shall preclude a non-exempt employee from earning additional straight time or Fair Labor Standards Act (FLSA) overtime pay or compensatory time off for weeks which include emergency closing(s) and during which the subject employee worked more than 37.5 hours (with respect to additional straight time pay) or worked more than 40.0 hours (with respect to FLSA overtime pay or compensatory time off).
- 3.5.3 Individual employees may, in their best judgment, determine the risk of travel to be too great and elect to remain home. Those who do should contact their respective supervisors and indicate they are: (1) taking annual leave that day, or (2) taking compensatory time, in the event compensatory time is owed to them.
- 3.5.4 In the event a building, or section of a building is closed (because of heat loss, power outage, etc.) employees working in that affected area will be permitted to take their work to another area or building on campus. Or, in consultation with the supervisor, the employee may elect to take annual leave that day, or take compensatory time off.

- 3.5.5 In the event of an extreme situation (tornado, flood, ice storm, campus disturbance, etc.) and the employees' presence is not desired on campus, this information will be disseminated via MU Alert. A decision as to whether the missed time will be chargeable to annual leave, compensatory time, or a non-pay situation will be determined by the president and communicated through supervisors.

3.5.6 Supervisors must take steps to ensure offices and workstations are open to employees at all time when those employees are expected to be at work, including inclement weather situations and other disruptive situations.

3.6 Faculty:

3.6.1 Once operations are resumed, deans and departmental chairs must take steps to ensure that faculty meet their scheduled classes or substitutes secured so that class schedules are met.

3.7 Decision Making:

3.7.1 Decisions on closings and/or delays will be made jointly by the Chief of Staff, Senior Vice President for Academic Affairs and the Senior Vice President for Operations following the consultation with other appropriate officials, including the President. Should only one or two of those three persons be available, the ones available will make the decision.

3.7.2 Every effort will be made to reach decisions to allow time for adequate notification of those affected.

4 South Charleston campus and other education centers:

4.1 Because weather conditions can vary substantially, it is possible that classes will be delayed or cancelled at some locations and not at others. The chief administrative officer for each location, in consultation with local staff, will decide on class cancellations.

4.1.1 South Charleston campus: Notification of delays or cancellations at the South Charleston campus will be announced by (a) University website (b) MU Alert (c) University official Facebook and Twitter social accounts, and (d) local media. Students may check the status of their classes by checking the website.

4.1.2 Point Pleasant, Beckley, Teays Valley and other educational centers: Procedures for delayed openings and class cancellations are similar to those for the South Charleston campus. At Point Pleasant, Beckley, and Teays Valley, information regarding cancellations will be provided on the University website, and through MU Alert, the University's official Facebook and Twitter social media accounts, and local media.

4.1.3 Remote locations and other educational centers: Because there may be classes meeting on an irregular schedule in a geographically dispersed area throughout the semester, decisions about whether to meet during inclement weather will be made by the instructor. Those decisions will be transmitted to students by e-mail or other methods as agreed by students and the instructor.

4.2 Types of delays and closings for the South Charleston campus:

4.2.1 South Charleston Closed: All classes cancelled and offices closed.

4.2.2 South Charleston Classes Cancelled: All classes cancelled. Details provided by site.

4.2.3 South Charleston Delay: A delay in the beginning of non-class activities, e.g. a two-hour delay would mean the normal workday would begin at 10:00 a.m. rather than 8:00 a.m.

4.2.4

5 Marshall University School of Medicine

5.1 Due to the unique nature of its obligations to its constituents, the Marshall University School of Medicine may maintain a separate set of procedures for weather-related and emergency closings.

UNIVERSITY POLICY FOR GENERAL ADMINISTRATION

Policy No. UPGA-2

POLICY REGARDING WEATHER-RELATED AND/OR EMERGENCY CLOSINGS AND DELAYS

1 General Information.

1.1 Scope: This policy describes notification procedures and student and employee attendance expectations in the event of a delay or closing of the institutions.

1.2 Authority: W. Va. Code §18B-1-6

1.3 Passage Date: ~~June 28, 2019~~

1.4 Effective Date: ~~August 1, 2019~~

1.5 Controlling over: Marshall University

1.6 History:

1.6.1 This policy amends GA-9 (effective August 1, 2019, which amended UPGA-2 (effective June 11, 2019), which amended GA-9 (effective October 15, 2009), which amended GA-9 (effective March 8, 2006) which replaced Executive Policy Bulletin No. 7, (revised February 1, 2005). The amendments provide for ~~a form of compensatory time for employees required to work during a closing mandating excused absences in the event of inclement weather when the university operates under a normal schedule.~~

2 Policy.

2.1 Generally, it is Marshall University's policy to maintain its normal schedule, even when conditions are inclement. However, that is not always possible.

3 Huntington Campus Delays and Closings.

3.1 In those instances when it is necessary to alter the schedule in response to weather conditions, every effort will be made to notify all those affected—students, faculty, staff and the general public—as expeditiously and as comprehensively as possible in the following ways:

3.1.1 The university subscribes to a third-party service to provide notifications by e-mail, text message, and telephone, referred to as “MU Alert” at Marshall. All students, faculty and staff will be enrolled in the MU Alert database with their university e-mail addresses, and, in the case of faculty and staff, their office telephone numbers. Students, faculty and staff may provide additional contact methods, including those for text messaging and cell phone numbers, through the use of the myMU portal.

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3.1.2 Television stations in Huntington and Charleston will be notified.

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3.4 Types of delays and closings:

3.4.1 University Closed: All classes suspended and offices closed.

3.4.2 Classes Cancelled: All classes suspended; offices open.

3.4.3 Classes Non-Mandatory: Classes meet as normal and offices are open. Instructors are required to excuse absences to students in in-person classes who are unable to travel to the class.

3.4.4 Delay Code A: Means a delay in the opening of classes BUT no delay in the opening of offices. Delays will usually be in the range of one to two hours. Employees are expected to report to work at their normal starting times unless they feel that travel is unsafe. If an employee feels that he/she cannot travel safely to work, he/she may charge accrued annual leave for the portion of the workday from 8:00 a.m. (or their normal start time) until their arrival at work.

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3.4.7 Exceptions with regard to employees: Certain critical and emergency employees may be required to report to work on time or earlier than normally scheduled despite the particular delay code published.

3.5 Staff and administrative personnel procedures:

3.5.1 The university will be completely closed only rarely and in extreme situations since it is essential that public safety be maintained, that buildings and equipment be protected and that

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4 South Charleston campus and other education centers:

4.1 Because weather conditions can vary substantially, it is possible that classes will be delayed or cancelled at some locations and not at others. The chief administrative officer for each location, in consultation with local staff, will decide on class cancellations.

4.1.1 South Charleston campus: Notification of delays or cancellations at the South Charleston campus will be announced by (a) University website (b) MU Alert (c) University official Facebook and Twitter social accounts, and (d) local media. Students may check the status of their classes by checking the website.

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UNIVERSITY POLICY FOR GENERAL ADMINISTRATION

Policy No. UPGA-2

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4.1.1 South Charleston campus: Notification of delays or cancellations at the South Charleston campus will be announced by (a) University website (b) MU Alert (c) University official Facebook and Twitter social accounts, and (d) local media. Students may check the status of their classes by checking the website.

4.1.2 Point Pleasant, Beckley, Teays Valley and other educational centers: Procedures for delayed openings and class cancellations are similar to those for the South Charleston campus. At Point Pleasant, Beckley, and Teays Valley, information regarding cancellations will be provided on the University website, and through MU Alert, the University's official Facebook and Twitter social media accounts, and local media.

4.1.3 Remote locations and other educational centers: Because there may be classes meeting on an irregular schedule in a geographically dispersed area throughout the semester, decisions about whether to meet during inclement weather will be made by the instructor. Those decisions will be transmitted to students by e-mail or other methods as agreed by students and the instructor.

4.2 Types of delays and closings for the South Charleston campus:

- 4.2.1 South Charleston Closed: All classes cancelled and offices closed.
- 4.2.2 South Charleston Classes Cancelled: All classes cancelled. Details provided by site.
- 4.2.3 South Charleston Classes non-mandatory: Classes meet as normal. Instructors must excuse absences for students in in-person classes who are unable to travel to class.
- 4.2.4 South Charleston Delay: A delay in the beginning of non-class activities, e.g. a two-hour delay would mean the normal workday would begin at 10:00 a.m. rather than 8:00 a.m.

5 Marshall University School of Medicine

- 5.1 Due to the unique nature of its obligations to its constituents, the Marshall University School of Medicine may maintain a separate set of procedures for weather-related and emergency closings.

University Curriculum Committee RECOMMENDATION

SR 24-25-25 CC Recommends approval of the listed **UNDERGRADUATE PROGRAM ADDITION, DELETION, CHANGE** in the following college and/or schools/programs:

INSTRUCTIONS: To view each full proposal (including all forms and attachments), log in to Courseleaf CIM using your MU credentials from the links below

- **All Proposals (by Approval Level)** <https://nextcatalog.marshall.edu/courseleaf/approve/>
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 - **Programs** <https://nextcatalog.marshall.edu/programadmin/>
 - Use this link to view **program** proposals. To search, enter an asterisk (*) before keywords or CIM key (e.g., *political science).
-

Program Additions

College of Arts and Media

New Major: BA, Music Industry

CIM Key (Program): 906

- **Rationale:** This program is replacing the suspended BA in Commercial Music to satisfy accreditation standards set by our accrediting body. This proposal offers a real opportunity for the MU School of Music to take the lead in developing an innovative, sustainable, forward-looking degree opportunity for students who do want to pursue or do not fit in the traditional conservatory model. Additionally, it will be paired with a newly created MU record label and publishing company. A second emphasis area in sound production is forthcoming. Marshall will be an innovative leader in preparing students for new paradigms in the music industry.

New Area of Emphasis: Music Management

CIM Key (Program): 910

- **Major within which it will be listed:** BA, Music Industry
- **Rationale:** This program is replacing the suspended BA in Commercial Music to satisfy accreditation standards set by our accrediting body. This proposal offers a real opportunity for the MU School of Music to take the lead in developing an innovative, sustainable, forward-looking degree opportunity for students who do want to pursue or do not fit in the traditional conservatory model. Additionally, it will

University Curriculum Committee RECOMMENDATION

SR 24-25-25 CC Recommends approval of the listed **UNDERGRADUATE PROGRAM ADDITION, DELETION, CHANGE** in the following college and/or schools/programs:

be paired with a newly created MU record label and publishing company. A second emphasis area in sound production is forthcoming. Marshall will be an innovative leader in preparing students for new paradigms in the music industry.

College of Health Professions

New Majors [CIM Program Key in Brackets]: Athletic Training [879]; Biomechanics [880]; Exercise Science [881]; Strength and Conditioning [882]; Kinesiology [883].

- **Rationale:** This is a Major in the new B.S. Health and Movement Sciences (BSHMS). The BSHMS degree program combines 3 existing degree programs moving the current degree programs as majors

New Areas of Emphasis [CIM Program Key in Brackets]: AT, Pre-Physical Therapy [884]; AT, Pre-Med [885]; AT Pre-Physician Assistant [886].

- **Major within which they will be listed:** Athletic Training

- **Rationale:** Moving an existing AofE to allow students to couple professional program preparation directly to their major.

New Areas of Emphasis [CIM Program Key in Brackets]: Biomec Pre-Physical Therapy [887]; Biomec, Pre-Med [888]; Biomec Pre-Physician Assistant [889].

- **Major within which they will be listed:** Biomechanics

- **Rationale:** Moving an existing AofE to allow students to couple professional program preparation directly to their major.

New Areas of Emphasis [CIM Program Key in Brackets]: Ex Sci, Pre-Physical Therapy [890]; Ex Sci Pre-med [891]; Ex Sci Pre-Physician Assistant [892].

- **Major within which they will be listed:** Exercise Science

- **Rationale:** Moving an existing AofE to allow students to couple professional program preparation directly to their major.

University Curriculum Committee RECOMMENDATION

SR 24-25-25 CC Recommends approval of the listed **UNDERGRADUATE PROGRAM ADDITION, DELETION, CHANGE** in the following college and/or schools/programs:

New Areas of Emphasis [CIM Program Key in Brackets]: SC, Pre-Med [893]; SC, Pre-Physical Therapy [894]; SC, Pre-Physician Assistant [895].

- **Major within which they will be listed:** Strength and Conditioning
- **Rationale:** Moving an existing AofE to allow students to couple professional program preparation directly to their major.

New Areas of Emphasis [CIM Program Key in Brackets]: Kin, Pre-Physical Therapy [896]; Kin, Pre-Med [897]; Kin, Pre-Physician Assistant [898].

- **Major within which they will be listed:** Kinesiology
- **Rationale:** Moving an existing AofE to allow students to couple professional program preparation directly to their major.

New Degree Program: BS Health & Movement Sci Degre (B.S.)

CIM Key (Program): 901

- **Rationale:** The School of Health and Movement Sciences (SHMS), housed within the College of Health Professions, currently offers degree programs in Athletic Training, Biomechanics, and Exercise Science. Each of these programs has a foundational core stemming from the study of kinesiology. The SHMS is proposing to consolidate these programs into a single degree program, the B.S. in Health and Movement Sciences (BSHMS). With our current degree programs common core and new accreditation requirements, we wish to move our current degree programs as majors under a single degree program- B.S. Health and Movement Sciences (BSHMS).

Program Deletion

College of Science

Program to be deleted: Pre-Computer IT (COS) (NON-DEG)

CIM Key (Program): 568

- **Rationale:** This pre-major should have been moved to CECS when CIT moved from COS to CECS or deleted. Per G Michaelson, currently CECS uses pre-CS (pre computer science) for majors in both CIT and CS. Therefore, 568: Pre-Computer IT (COS) can be deleted.

University Curriculum Committee
RECOMMENDATION

SR 24-25-25 CC Recommends approval of the listed **UNDERGRADUATE PROGRAM ADDITION, DELETION, CHANGE** in the following college and/or schools/programs:

Program Changes

College of Arts & Media

Change in Major: BFA, Music

CIM Key (Program): 27

- **Change:** Minimum credit hours to 120

- **Rationale**
 - Addition of MUSA 276 Sophomore Hearing (0 credits). The sophomore hearing has been a long-standing requirement in applied music study. As we pivot from paper records, this course gives the School of Music a formal mechanism for tracking this requirement through DegreeWorks.

 - Addition of language regarding the successful completion of MUS 179D Piano Class as one means of satisfying the piano proficiency requirement.

Changes in Areas of Emphasis [CIM Program Key in Brackets]: Perform, BFA Music Emphasis [28]; Jazz Studies, Emphasis [30]; Multidisciplinary Studies [31].

- **Change:** Minimum credit hours to 120

- **Rationale**
 - Addition of MUSA 276 Sophomore Hearing (0 credits). The sophomore hearing has been a long-standing requirement in applied music study. As we pivot from paper records, this course gives the School of Music a formal mechanism for tracking this requirement through DegreeWorks.

 - Addition of language regarding the successful completion of MUS 179D Piano Class as one means of satisfying the piano proficiency requirement.

University Curriculum Committee RECOMMENDATION

SR 24-25-25 CC Recommends approval of the listed **UNDERGRADUATE PROGRAM ADDITION, DELETION, CHANGE** in the following college and/or schools/programs:

Change in Minor: Music Entrepreneurship (MINU)

CIM Key (Program): 703

- **Change:** Minimum credit hours to 15

- **Rationale:** The Music Industry major is replacing the suspended BA in Commercial Music to satisfy accreditation standards set by our accrediting body. The music entrepreneurship minor also needed revising to clarify the focus of its curriculum. A separate music/sound production minor will be proposed in the future.

College of Health Professions

Change in Minor: Social Work, Minor (MINU)

CIM Key (Program): 726

- **Changes:**
 - Suspend admissions to the program

 - Change minimum credit hours to 15

- **Rationale:** The social work minor does not provide a comprehensive understanding of the roles and responsibilities of social workers in 21st century practice settings. Those non-majors who take the minor are not receiving the scope of skills and abilities provided by social workers due to the constraints of accreditation that prevent them from taking practice-focused coursework that can only be accessed by majors. This minor will be replaced with 2 undergraduate certificate programs that will enable participants to have a structured set of elective coursework that provides specific baccalaureate content information in healthcare and child welfare social work practice settings.

Division of Aviation

Change in Major: BS, Professional Pilot

CIM Key (Program): 789

- **Changes:**
 - Change degree program code to FL20P

 - Change degree program to BS, Professional Pilot Deg Prg

**University Curriculum Committee
RECOMMENDATION**

SR 24-25-25 CC Recommends approval of the listed **UNDERGRADUATE PROGRAM ADDITION, DELETION, CHANGE** in the following college and/or schools/programs:

- Areas of emphasis exist: Change to No

- Change minimum credit hours to 120

Rationale: Per Nancy Ritter, AVSC 241 needs removed from the curriculum and MGT 348 needs added in its place. AVSC 241 was only taught one time. In the meantime, Degree Works exceptions have been made for currently enrolled students for this course substitution.

FACULTY SENATE CHAIR:

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UNIVERSITY PRESIDENT:

APPROVED: _____ DATE: _____

DISAPPROVED: _____ DATE: _____

COMMENTS: _____

University Curriculum Committee RECOMMENDATION

SR 24-25-26 CC Recommends approval of the listed **UNDERGRADUATE COURSE ADDITION, DELETION, CHANGE** in the following college and/or schools/programs:

INSTRUCTIONS: To view each full proposal (including all forms and attachments), log in to Courseleaf CIM using your MU credentials from the links below

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-

Course Additions

College of Arts and Media

MUSP 225: Intro to Music Industry

CIM Key (Course): 16026

- **Course Description:** An introduction to the music industry and music production, covering recording, music publishing, live performance, and artist management, while highlighting the roles of artists, songwriters, producers, managers, lawyers, and agents.
- **Credit Hours:** 3
- **CIP Code:** 500901 - Music, General
- **Rationale:** This course will be an integral part of the BA in Music Industry (formerly, BA, Commercial Music) and the Music Entrepreneurship and is designed to introduce students to the music business discipline and the skills and tools they will develop.

MUSP 475: Music Industry Capstone

CIM Key (Course): 16029

- **Course Description:** Students will synthesize concepts of music industry study to create a capstone project.
- **Credit Hours:** 3
- **Prerequisite:** MUSP 495 with a minimum grade of C
- **CIP Code:** 500901 - Music, General

University Curriculum Committee
RECOMMENDATION

SR 24-25-26 CC Recommends approval of the listed **UNDERGRADUATE COURSE ADDITION, DELETION, CHANGE** in the following college and/or schools/programs:

- **Rationale:** This course will help students integrate the skills, knowledge, and experiences amassed through study of the music industry to create a tangible representation of their qualifications.

College of Health Professions

DTS 315: Sports & Performance Nutrition

CIM Key (Course): 16022

- **Course Description:** Develops skills for implementing evidenced based strategies to fuel athletes for the purpose of promoting optimal performance and recovery.
- **Credit Hours:** 3
- **CIP Code:** 513101 - Dietetics/Dietitian
- **Rationale:** Sports and performance nutrition is a rapidly growing area of practice, and Marshall has no undergraduate courses that specifically address the topic. The course will be a welcome addition for Nutrition and Dietetics, Athletic Training, Health Sciences, and Biomechanics majors, to name a few. It will be an elective course option in the newly proposed Nutrition minor. It is anticipated that the course will be offered annually and expected enrollment is 30 students.

College of Science

CHM 425: Brownie, Beer, Bacon Chemistry

CIM Key (Course): 16031

- **Course Description:** The application of biochemistry and physical chemistry to foods and fermented beverages. Kitchen activities and tastings are employed to demonstrate chemical principles.
- **Credit Hours:** 3
- **Prerequisites:** CHM 356 or CHM 327; or consent of instructor
- **Rationale:** This course offers students a unique opportunity to apply concepts learned in general, organic, biological, and physical chemistry to food and fermented beverages. Throughout the course, emphasis is placed on how science can be interpreted for the general public. The course is the only one in the chemistry curriculum that exposes students to the fields of food science and brewing chemistry and therefore is an important opportunity to introduce other possible career paths for chemistry majors. The course also meets the practical needs of students pursuing degrees in chemistry. Majors in Chemistry are required to take chemistry elective

University Curriculum Committee RECOMMENDATION

SR 24-25-26 CC Recommends approval of the listed **UNDERGRADUATE COURSE ADDITION, DELETION, CHANGE** in the following college and/or schools/programs:

courses to fulfill their degree requirements and some students complain that there is a lack of courses to choose from. There is also a need for additional graduate courses in chemistry that can be cross-listed with undergraduate courses so that they may be delivered within the teaching workload of the faculty. There is high demand for this course as evidenced by enrollments (close to the kitchen capacity of 20 students) when it was offered twice previously as a special topics course. This proposed course will likely be offered every other year with a projected enrollment of 20 students.

PS 101L: Introductory Astronomy Lab

CIM Key (Course): 15941

- **Course Description:** Laboratory to accompany PS 101, focuses on the Solar System, stars and their lifecycles, the Milky Way, the origin and evolution of the Universe, the search for life elsewhere, and related topics.
- **Credit Hours:** 1
- **Corequisite:** PS 101 Introductory Astronomy
- **Rationale:** We are updating our Introductory Astronomy courses to better accommodate our students by splitting the lecture and lab sections. This change will allow us to increase enrollment in the lecture section and offer more flexibility with multiple lab sections, accommodating the high demand and diverse needs of our students

Course Changes

College of Arts and Media

ART 218: Foundations: Site/Matrix

CIM Key (Course): 644

Changes

- Change title to Foundations: Surface/Matrix
- Change course description to "Introduction to fiber art and textile design in one half-semester workshop and printmaking processes in another. Students will develop visual, technical, and critical thinking skills by solving conceptual problems."

Rationale: This foundations-level course is comprised of two half-semester workshops, one of which is now focusing less on "installation art made with fibers" and more on fiber art and textiles as a whole. This subtle shift away from installation art is the result of teaching more of this in a different foundations-level course (ART 215) and also better

University Curriculum Committee
RECOMMENDATION

SR 24-25-26 CC Recommends approval of the listed **UNDERGRADUATE COURSE ADDITION, DELETION, CHANGE** in the following college and/or schools/programs:

aligns with the objective that half of ART 218 serve as an introductory experience to fiber-based materials and textiles rather than site-specific sculpture. Modifying the course description and changing part of the title from "Site" to "Surface" better reflects the nature of the projects being assigned in this workshop and also more effectively supports the program area of fibers, an established emphasis in the BFA in Visual Art degree. (These changes do not affect Matrix, the other workshop in this course.)

**MUS 101: Basic Musicianship [10480]; MUS 110: The Professional Musician [10484];
MUS 326: Music Industry Law [15447]; MUS 495: Music Internship [10874]
CIM Key (Course) in [Brackets]**

Changes

- Change alpha designator to MUSP

Rationale: The School of Music is renumbering its courses using new, more specific alpha designators.

**MUS 310: Music Perf Arts Entrepreneurship
CIM Key (Course): 10676**

Changes

- Change alpha designator to MUSP
- Change title to Music Entrepreneurship
- Change course number to 325
- Change credit hours to 3

Rationale

- Title: To make it more specific to the music industry.
- Credit Hours: This course is being expanded to three days a week and three hours credit to allow for more in-depth study of entrepreneurship as it applies to the music industry and the functions, techniques and problems of management in music business.

University Curriculum Committee
RECOMMENDATION

SR 24-25-26 CC Recommends approval of the listed **UNDERGRADUATE COURSE ADDITION, DELETION, CHANGE** in the following college and/or schools/programs:

MUS 327: Music Business I
CIM Key (Course): 10685

Changes

- Change alpha designator to MUSP
- Change credit hours to 3

Rationale

- Alpha designator: The School of Music has undertaken a renumbering of its courses in anticipation of revisions to curricula.
- Credit hours: Course content has been expanded to cover record labels, recording contracts, and recording royalties. This expansion coincides with the newly created MU record label and publishing company.

MUS 427: Music Business II
CIM Key (Course): 10824

Changes

- Change alpha designator to MUSP
- Change credit hours to 3

Rationale

- Alpha designator: The School of Music has undertaken a renumbering of its courses in anticipation of revisions to curricula.
- Credit hours: Course content has been expanded to cover music publishing, musical groups, and music merchandising.

College of Health Professions

NUR 418: Contemporary Nursing
CIM Key (Course): 11284

Changes

- Change course description to “Focus on foundational knowledge to competently address nursing issues in an ever-evolving healthcare landscape.”

**University Curriculum Committee
RECOMMENDATION**

SR 24-25-26 CC Recommends approval of the listed **UNDERGRADUATE COURSE ADDITION, DELETION, CHANGE** in the following college and/or schools/programs:

- Change outcomes to

Course Student Learning Outcomes
The student will explore the impact of various forces on health care delivery that may include economic, legal, political, social, ethical, and technological forces/issues.
The student will apply knowledge of components of effective leadership and management activities including effective communication, delegation, prioritization, nursing care delivery models, and the budgetary process at the institutional level.
The student will use an ethical decision-making framework for resolving ethical dilemmas in healthcare.
The student will analyze recently proposed legislation for its impact on nursing/healthcare in the state or nation. (? Possible covered in number 1)
The student will analyze workforce issues affecting professional nursing practice including the staffing regulations, the nursing shortage, workforce advocacy, conflict resolution, and collective bargaining and unionization.
Students will be able to improve professional writing skills and strategies through the utilization of various types of formal and informal writings.

Rationale: The faculty does not wish to change the course, just the course description and the course objectives. These better meet the needs and what is currently being taught in the course.

**University Curriculum Committee
RECOMMENDATION**

SR 24-25-26 CC Recommends approval of the listed **UNDERGRADUATE COURSE ADDITION, DELETION, CHANGE** in the following college and/or schools/programs:

College of Science

PS 101 : Introductory Astronomy (CT)

CIM Key (Course): 12463

Changes

- Change credit hours to 3
- Add corequisite of PS 101L

Rationale: We are updating our Introductory Astronomy courses to better accommodate our students by splitting the lecture and lab sections.

This change will allow us to increase enrollment in the lecture section and offer more flexibility with multiple lab sections, accommodating the high demand and diverse needs of our students.

FACULTY SENATE CHAIR:

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ACADEMIC PLANNING COMMITTEE RECOMMENDATION

SR 24-25-27 APC

Recommends the approval of the intent to plan a Bachelor of Science in Sonography at Marshall University.

INSTRUCTIONS: To view each full proposal (including all forms and attachments), log in to Courseleaf CIM using your MU credentials from the links below

- **All Proposals (by Approval Level)** <https://nextcatalog.marshall.edu/courseleaf/approve/>
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- **Intents-to-Plan** <https://nextcatalog.marshall.edu/intentadmin/>
 - Use this link to view **intent-to-plan** proposals. To search, enter an asterisk (*) before keywords or CIM key (e.g., *political science).

RATIONALE:

CIM Key: 9

The School of Medical Imaging, in the Marshall University/St. Mary’s Center for Education, is seeking to transition the BS in Medical Imaging’s sonography area of emphasis into a stand-alone degree program, the Bachelor of Science in Sonography.

Currently sonography is only an area of emphasis within the School of Medical Imaging. This decreases the number of both sonography and radiology technologist graduates. Providing a sonography major as its own program will increase both the certified sonography and the certified radiology technologist graduates from this institution.

In addition, this existing arrangement of the degree program is complicated by the fact that the current program’s first area of emphasis (radiography) is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT), and the second (sonography) is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP). While JRCERT is recognized by the United States Department of Education, the CAAHEP is not.

To streamline these offerings, Marshall’s College of Health Professions and St. Mary’s Center for Education, are submitting this Intent to Plan to transition the BS in Medical Imaging’s area of emphasis into a stand-alone degree program, the Bachelor of Science in Sonography.

**ACADEMIC PLANNING COMMITTEE
RECOMMENDATION**

SR 24-25-27 APC

Recommends the approval of the intent to plan a Bachelor of Science in Sonography at Marshall University.

The cost to the university would be minimal if any as this would be a contractual agreement in which the Center for Education would pay administrative fees to the university for services rendered in execution of the curriculum. There is a high demand for certified sonographers within health care, making this program of paramount importance to health care in the region and to our students.

The intention is to have the program ready to implement for the Fall 2025 semester with the understanding that it may need to be moved to Fall 2026. All contractual programs must be approved by the Higher Education Learning Commission (HLC) prior to launch.

FACULTY SENATE CHAIR:

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