

West Virginia University at Parkersburg
Faculty Senate Meeting Minutes
April 18, 2018

SENATORS PRESENT: Andrew Walker (Chair), Kathy Frum (Vice Chair), Missy Spivy (Secretary), Chris Cunningham (BOG Representative), Holly Dexter, Rebecca Duckworth, Joel Farkas, Cheryl Mader, Al Newhart, Gary Thompson (ACF Representative), Alice Harris (Executive Vice President), Chad Crumbaker (Vice President of Academic Affairs), Debbie Richards (Special Assistant to the President for Policy and Social Justice)

The meeting was called to order at 12:20 pm.

Old Business:

Faculty Absence Policy

VP Alice Harris shared that she immediately began working on a revised policy that was in line with current practice after the last Faculty Senate meeting. Once the draft was shared with Debbie Richards, the Faculty Senate chair, and the BOG representative, it was sent to the university's legal counsel. Legal counsel stated that our past practice was in violation of state code. W.Va. State Code Article 3. *Appropriations, Expenditures, and Deductions* §12-3-13 states that salaries should not be paid until services are rendered. Council Series 38 establishes a rule related to employee leave, which governs WVU at Parkersburg policy. The WVUP board has previously approved Policy B-24 *Employee Leave*. The policy states that appointments less than twelve months do not accrue annual or sick leave, but does not clarify that there are other categories of leave that ARE available to faculty:

- Parental leave (job protection benefit without pay)
- Family medical leave (job protection benefit without pay)
- Military leave (job protection benefit without loss of pay)
- Special emergency leave with pay
- Witness and jury leave
- Personal leave of absence without pay
- Medical leave of absence

Debbie Richards shared a revised WVUP Policy B-24 based on a policy used by Southern WV Community and Technical College and that has already been approved by the chancellor. The revised policy allows faculty with less than 12-month appointments to remain on the payroll for up to 30 consecutive calendar days for a medical absence. Optional short-term disability insurance kicks in after 30 days. The revision includes these additional benefits:

- Written provision for short-term faculty absences
- Faculty with less than 12-month appointments may remain on the payroll for up to 30 consecutive calendar days for a medical absence.
- Disaster service volunteer leave (without pay)

It was discussed that this medical leave benefit is equitable to what 12-month employees receive. Southern's policy required their employees to purchase short-term disability insurance. VP Harris did not feel that WVUP should require that insurance be purchased but it is highly recommended.

The revised draft Policy B-24 *Employee Leave* was shared with the senate. Items highlighted in yellow pertain to faculty. Items written in red address some of the issues that were in the original Faculty Senate proposal. Some of the items that were on the senate proposal included:

- 9.1.1. Faculty will cover absences of colleagues during short-term absences (up to two consecutive weeks) without additional compensation.
- 9.2.2 Faculty who fill in to cover an absent colleague's classes during a long-term absence (more than two weeks) will be compensated appropriately.
- 22.1 If this policy requires amendment within the BOG jurisdiction (independent of requirement to comply with state or federal laws or regulations), the elected representatives of the faculty constituent group affected by the change will be given a 90 day notice to allow sufficient time for them to provide input into the amended policy.

VP Harris assured the senate that as soon as the policy is presented to the BOG, the institution will begin implementing the policy. She felt the policy addresses two major concerns that were in the Faculty Senate proposal: codification of the process to provide consistency and the guarantee of 30 consecutive days of paid medical leave. Gary Thompson asked if the 30 days was the maximum by law that could be allowed and VP Harris said replied yes.

Debbie Richards shared a draft BOG agenda item revising Policy B-24 that needs to be on the agenda by the Wednesday, April 25 deadline. A motion was made to share the revision of Policy B-24 *Employee Leave* policy with the entire faculty by Faculty Senate representatives. It was seconded and passed. Andrew Walker will send the proposal electronically to the senate and representatives should share the policy with their divisions. An electronic vote will need to be taken before the April 25 deadline.

New Items:

Faculty Senate Elections

Several senators' terms will expire this month. Andrew Walker's term expires, so the senate will need to elect a new chair. A new secretary will need to be appointed due to Missy Spivy's term ending. Divisions will need to hold elections by the end of April.

The issue of larger divisions having a greater number of representatives was discussed. Andrew will research what other faculty senates do at other institutions. It was suggested that the Faculty Assembly discuss this issue and the mission/purpose of the Faculty Senate during the fall meeting.

Faculty Senate Representative for Election to BOG

It was brought to the senate's attention that the Board of Governor's representative needs to be elected by the end of the semester. Chris Cunningham has been filling an unexpired term for Torie Jackson. Andrew will take nominations until April 27. Voting will begin April 30-May 4. The BOG representative has a 2-year term.

The meeting adjourned at 1:00 pm. The next meeting will take place on April 18, 2018 at 12:20 pm in the President's Board Room.