

WVSU Faculty Senate Executive Committee Meeting
March 27, 2020

Present: R. Ford, J. Barnes-Pietruszynski, D. Johnson, D. Wells, F. Vaughan, B. Ladner, K. Harper

1. J. Barnes-Pietruszynski moved and K. Harper seconded approval of the minutes. The motion carried by voice vote.
2. J Barnes-Pietruszynski moved and K. Harper seconded approval of the agenda. The motion carried by voice vote.
3. Faculty Senate Meeting Plan: The committee decided to do a free Zoom meeting (or try to get the licensed version to not have 40 minutes). B. Ladner suggested we have people vote yay, nay, or discuss on each action item, voting in advance. D. Johnson will set it up with the President's office. J. Barnes-Pietruszynski suggested a dry run. D. Johnson will set it up for Thursday at 2:00 p.m.
4. Freezing Faculty Actions: R. Ford asked if the Exec. Committee had the authority to approve the language put forward by J. Pietruszynski regarding freezing faculty actions (tenure/promotion) due to coronavirus issues preventing essential progress. Can Exec. approve it and send it to the senate, or do we need full faculty approval? B. Ladner said yes, as a one-time action. Jeff sent it to the Tenure and Promotion, Faculty Personnel, and Retention committees 2 days after the suspension, and the committees are in support. D. Johnson suggested that if someone planned to go ahead and apply, student evaluations from Spring 2020 should still not apply in their evaluation. J. Barnes-Pietruszynski moved and K. Harper seconded that we approve the recommendation presented by J. Pietruszynski, with the additional condition that if a faculty member chose to apply for tenure or promotion next year, student evaluations from Spring 2020 would not be included in the evaluation.

West Virginia State University's Faculty Personnel Committee, Promotion and Tenure Committee, and Retention Committee recognize that the coronavirus (COVID-19) pandemic has prevented and interrupted faculty progress toward professional and scholarly achievement, forced many faculty into a teaching environment that is unfamiliar, and reduced the ability to offer service to the university and community in general. Therefore, we move, in this emergency resolution, that the Faculty Senate recommends the suspension of the traditional evaluations and timelines for tenure, promotion, and retention. This recommendation includes:

1. Offering automatic approval for a one-year extension of the probationary period to all applicable tenure-track faculty.
2. Suspension of course-evaluations for the Spring 2020 semester
3. Suspension of Faculty Annual Self-Reports, to resume AY 2020-2021
4. Allowing for provisions for when faculty DO submit the traditional evaluations will not be required for Spring 2020.

5. The term and research faculty promotion document was discussed, with D. Johnson asking for clarification on the wording of two titles that didn't match within the document. D. Johnson also suggested we remove language that might imply term faculty are required to do scholarly research or professional service to qualify for promotion. B. Ladner also suggested we take out Section A defining tenure-track and tenured professor ranks. J. Barnes-Pietruszynski moved and K. Harper seconded to vote on approval of the document via email as altered during the meeting. The motion carried by voice vote. D. Johnson will send out the document. (The updated document, with changes highlighted in red, is pasted below at the end of the minutes.)

6. Associates degrees progress depends on Dr. Byers moving things forward. R. Ford will continue to encourage this progress.

7. Dept. chair elections: Dr. Byers is still working on a decision about the Biology vote tie. Can we do department elections online? The individual departments would have to agree to this via (email). We should have chairs initiate this conversation, with a recommendation to consider the 3-week announcement window. College standing committee elections we previously suggested should happen when we vote for new senators in the spring can start next year. R. Ford will send out an email about senator elections.

8. Faculty Handbook changes: We have to add the most recently updated constitution. Academic affairs changes from the faculty have been sent to Academic Affairs (and will be added to in the March and April meetings).

9. Faculty Senate meeting: We will send out the business to all faculty to preserve the public nature of the meeting, then send out a voting email to the senators.

10. F. Vaughan would like to encourage faculty to stay in touch to maintain collegiality and reach out to students. This will hurt us for admissions and retention, so let's do all we can.

11. B. Ladner said we should mention to Academic Affairs that some institutions are offering hardship waivers.

The meeting adjourned at 12:25 p.m.

Term and Research Faculty Promotion Document

(Section A regarding tenure-track and tenured professor ranks was removed)

ACADEMIC RANK:

A. Ranks for non-tenure-line (fixed-term) teaching faculty

1. **Lecturer** - A lecturer or instructor should possess at least a master's degree or its equivalent, or be an active candidate for a terminal degree, in an academic field related to his/her teaching specialization.
2. **Senior Lecturer** - The Senior Lecturer should possess a terminal degree or its equivalent in an academic field related to his/her teaching specialization; alternatively, the **Senior**

Lecturer without a terminal degree should possess at least a master's degree or its equivalent in an academic field related to his/her teaching specialization; must have demonstrated ability as a teacher and adviser; and must have shown evidence of **professional growth in teaching and/or mastery of content**.

- 3. Master Lecturer** - The Master Lecturer should possess a terminal degree in an academic field related to his/her teaching specialization; must have demonstrated exceptional ability as a teacher and adviser while in the rank of **Master Lecturer**; and must have shown evidence of **professional growth in teaching and/or mastery of content** at a level of distinction beyond that of the associate teaching professor.

B. Ranks for non-tenure-line (fixed-term) research faculty

- 1. Researcher** - The researcher should possess a master's degree or its equivalent, or be an active candidate for a terminal degree, in an academic field related to his/her research.
- 2. Assistant Research Professor** - The assistant research professor should possess a terminal degree or its equivalent in an academic field related to his/her research. Alternatively, the assistant research professor without a terminal degree should possess at least a master's degree or its equivalent in an academic field related to his/her teaching specialization; must have demonstrated ability as a researcher; and must have shown evidence of professional growth and scholarship in his/her discipline.
- 3. Associate Research Professor** - An associate research professor should possess a terminal degree or its equivalent in an academic field related to his/her research; must have demonstrated ability as a researcher; and must have shown evidence of professional growth and scholarship in his/her discipline. Alternatively, the associate research professor should possess at least a master's degree or its equivalent in an academic field related to his/her research; must have demonstrated exceptional ability as a researcher; and must have shown evidence of professional growth and scholarship in his/her discipline at a level of distinction beyond that of the assistant research professor.
- 4. Research Professor** - A research professor should possess a terminal degree or its equivalent in an academic field related to his/her research; must have demonstrated exceptional ability as a researcher; and must have shown evidence of professional growth and scholarship in his/her discipline at a level of distinction beyond that of associate research professor.

C. Ranks for clinical faculty without terminal degrees

Clinical professor, also known as professor of practice, is an academic appointment made to a member of a profession who is associated with a university and engages in practical instruction of professional students. Units that designate faculty as "clinical" should establish, for faculty

without terminal degrees, qualifications for each rank that track closely to the qualifications for research and teaching faculty without terminal degrees.

1. Clinical Lecturer
2. Senior Clinical Lecturer
3. Master Clinical Lecturer

Table 1: Promotion of Non-Tenure-Track Faculty

<p>Primary: teaching, pedagogy, admin. service in program Secondary: professional activities, publications</p>	<p>Lecturer Terminal degree recommended</p>	<p>Senior Lecturer After five years' experience as Lecturer or equivalent, or earlier if initiated by chair/dean</p>	<p>Master Lecturer After ten years' experience, or earlier if initiated by chair/dean</p>
<p>Traditional triad: Teaching/research/service weighted according to college Faculty Expectations</p>	<p>Asst. Professor Terminal Degree Required</p>	<p>Assoc. Professor After six years' experience as Asst. Prof. or equivalent, or earlier if initiated by chair/dean</p>	<p>Professor no minimal years of service expected; application when ready</p>
<p>Emphasis on teaching & program development/ service Research: not exempt but as defined in the college Faculty Expectations</p>	<p>Clinical Lecturer Terminal degree recommended</p>	<p>Senior Clinical Lecturer After five years' experience as Lecturer or equivalent, or earlier if initiated by chair/dean</p>	<p>Master Clinical Lecturer After ten years' experience, or earlier if initiated by chair/dean</p>
<p>Exclusively research; grant funded</p>	<p>Research Asst. Professor Terminal Degree Required</p>	<p>Research Assoc. Professor After six years' experience as Research Asst. Prof. or equivalent, or earlier if initiated by chair/dean</p>	<p>Research Professor no minimal years of service expected; application when ready</p>