

**Final Calendar Update
for Winter 2022 and
Spring 2023**

Fairmont State University 2022-2023 Academic Calendar

Fall 2022

| | |
|---------------------------------|--|
| Monday-Thursday, August 1-4 | Professional Development & Assessment Activities |
| Friday, August 5 | Student Convocation |
| Monday, August 8 | Classes Begin |
| Monday, September 5 | Labor Day, University Closed |
| Monday, September 26 | Last Day 1 st 7 Week Classes |
| Tuesday, September 27 | First Day 2 nd 7 Week Classes |
| Thursday, September 29 | Mid-Term |
| Monday, November 14 | Last Day of Classes |
| Tuesday-Friday, November 15-18 | Final Exams |
| Friday, November 18 | Commencement Walkthrough |
| Saturday, November 19 | Commencement |
| Tuesday, November 22 | Grades Due |
| Thursday-Friday, November 24-25 | Thanksgiving, University Closed |
| Monday-Friday, Nov. 28 – Dec. 2 | Professional Development & Assessment Activities |

Winter 2022

| | |
|----------------------|-------------------------------------|
| Monday, November 28 | Classes Begin |
| Monday, December 26 | Christmas Day Observed, No Classes |
| Monday, January 2 | New Year's Day Observed, No Classes |
| Tuesday, January 3 | Last Day of Classes |
| Wednesday, January 4 | Finals Day |

Revised

Spring 2023

| | |
|---------------------------|---|
| Monday, January 9 | Spring term begins – Faculty Return to Campus |
| Monday, January 16 | Martin Luther King, Jr. Day – University Closed |
| Tuesday, January 17 | Classes Begin |
| Friday, March 3 | Mid-Term |
| Friday, March 3 | First 7 Week Classes End |
| Monday-Friday, March 6-10 | Spring Break *(see note below) |
| Monday, March 13 | Second 7 Week Classes Begin |
| Friday, April 28 | Second 7 Week Classes End |
| Monday, May 1 | Last Day of Classes |
| Tuesday-Friday, May 2-5 | Final Exams |
| Friday, May 5 | Commencement Walkthrough |
| Saturday-Sunday, May 6-7 | Commencement Weekend |
| Tuesday, May 9 | Grades Due |

*** Spring Break is tentative based on where West Virginia and the Nation are in terms of “normalcy” given the COVID-19 situation.**

Revised

**Summer 2023
(Ten-Week Term with two 5-Week Sessions)**

Monday, May 22
Monday, May 29
Monday, June 19
Monday, June 23
Monday, June 26
Tuesday, July 4
Friday, July 28
Friday, July 28

Classes Begin
Memorial Day, University Closed
Juneteenth, Non-instructional Day
Last Day 1st 5 Week Classes
First Day 2nd 5 Week Classes
Independence Day, University Closed
Classes End
Last Day 2nd 5 Week Classes

Proposed Bylaws
Changes to Personnel
and other committees

Faculty Personnel Committee

Rationale for Changes:

The FPC is an important committee, endowed with decision-making power that directly affects the lives and livelihoods of younger faculty. Under the current scheme, FPC members are not beholden to anyone save the Committee on Committees, who are appointed by the FS President. It seems wise to make FPC members accountable to their faculty. Since there are five colleges in the university, it makes sense to have each college elect one member.

Proposed Language:

The Faculty Personnel Committee shall make recommendations through the Provost and Vice President for Academic Affairs to the University President on professional personnel concerning tenure, promotion in rank, and sabbaticals; and the committee shall handle the business directed to it by the Faculty Senate Executive Committee.

The Faculty Personnel Committee shall consist of five faculty members elected by each College of the University. Only tenured faculty holding at least the rank of Professor shall be eligible to serve on the Faculty Personnel Committee, and all such eligible faculty members shall have the right to run for the position. All committee members so elected shall serve for three years. If a vacancy on the committee occurs, a special election of the college shall be held to fill the remaining term. There shall be no term limits for members. However, faculty electorates should seek to balance the needs of preserving the academic culture of the university, harnessing new perspectives, and cultivating new leadership within their college.

The method of voting shall be determined by the faculty of the academic units within the college. If, after two weeks shall have passed since college faculty were notified of the need for an election, the faculty of a college fail to nominate anyone for election, then the dean of the college may appoint an eligible faculty member. The term of faculty so appointed shall end on the first day of Fall Semester, at which point the dean must call for an election to fill the position.

If a college does not have any qualified faculty members, the President of the Senate shall hold a special election in the Faculty Senate to fill the position. Any qualified faculty member not already on the committee from any college shall have the right to run for this position. Members so elected shall serve for the full term or remainder of any term for the college.

College-wide elections shall be held every three years in the Spring Semester, based on the following:

2023, 2026, 2029, 2032, etc.: College of Science and Technology, College of Liberal Arts

2024, 2027, 2030, 2033, etc.: College of Nursing, College of Education

2025, 2028, 2031, 2034, etc.: College of Business and Aviation

Members' terms begin and end on the first day of Fall Semester.

Judicial Committee

(To replace Academic Appeals, Faculty Harassment Complaint, Student Hearing Board, and Student Financial Aid Appeals Committees)

Rationale for changes:

The Judicial Committee seeks to replace four committees rarely meet during a given academic year. I believe this should be changed for the following reasons:

1. The existence of committees that never meet breeds a lack of respect (and probably some contempt) for the committee system as a whole. Additionally, these tasks are important, and we want faculty to take them seriously.
2. If we want to be serious about shared governance, the Faculty Senate should prove that it is capable of effective leadership. Four committees that do almost nothing is not aligned with that goal.
3. Good leadership requires appropriate delegation of resources. Four committees that are doing the job that a single committee could do is not effective leadership. Committees should be in the business of doing, not being.
4. Even though the single-committee model below may not have any cases in a given year, it is still important to maintain a body that can carry out these tasks. The committee should meet at least once in the fall to go over procedures.
5. All of these committees have a strong judicial element. It makes sense to give faculty interested in testing their abilities in this regard a good chance to improve their skills. I learned a lot from the one hearing I attended. It would have been nice to have flexed those skills a little more.

The structure below attempts to maintain as much of the procedure of the four committees by employing panels (perhaps “subcommittees” would be a better term) to handle the cases that would have been taken up by the different committees previously. In all instances, the chair of the Judicial Committee is intended to be part of the decision-making process. This endows the chair with a bit more responsibility than may be usual. As an elected/appointed committee, it should avoid becoming a 30-member monstrosity like the Academic Appeals Committee is today.

Proposed Language:

The Judicial Committee shall consist of one full-time elected faculty member from each Academic Unit, and seven faculty nominees submitted by the Student Government each year. Deans, Assistant Deans, and Department Chairs are ineligible to serve. For all decisions requiring the approval of the whole Committee, the quorum shall be 13 of the 22 members. The committee shall adjudicate the following matters:

1. **Academic Appeals:** The Judicial Committee shall conduct an impartial investigation of any charges by students of prejudicial or capricious evaluation and recommend appropriate action. Grade appeals shall have been presented to the College Dean, Associate Dean, and/or Chair and the Provost and Vice President for Academic Affairs or designee, prior to the presentation to the Judicial Committee.

- a. In this capacity, the Judicial Committee shall judge all student grade appeals within the jurisdiction of the academic calendar year.
 - b. At the start of each case, both the student and the instructor are entitled to dismiss two Committee members from hearing their particular case. Committee members may recuse themselves from hearing a particular case with permission of the Judicial Committee Chairperson.
 - c. In this capacity, at least ten Judicial Committee members, after dismissals, must be present for a formal meeting of the Judicial Committee.
 - d. The Judicial Committee's Chairperson shall preside at academic appeals during the year except where the Chair is challenged by one of the parties to the appeal, or is a party to an appeal, or is otherwise unavailable. In such cases the Judicial Committee shall elect a temporary Chairperson.
 - e. Consonant with the rules of good order, the Judicial Committee shall determine its own order of procedure and may call advisors if it desires.
 - f. These rules provide the instructor the opportunity to respond to all charges.
 - g. In an appeal case both student and instructor shall submit a written statement to the Judicial Committee no later than five business days in advance of the hearing. Each statement shall be made available to the other party.
 - h. Each party may have one advisor (faculty or student) from the Fairmont State University campus community and may call witnesses to present information directly related to the appeal case.
 - i. The Judicial Committee shall conduct its hearing and deliberation in private.
 - j. The Judicial Committee shall record the information presented by the parties involved. This recording shall then be submitted to the President of the University to be stored in a secure place until final resolution.
 - k. The written decision of the Academic Appeals Judicial Committee shall be sent to the Provost and Vice President for Academic Affairs, the Dean, Associate Dean, and/or Chair of the College, and the instructor and student involved.
2. **Faculty Harassment Complaints:** In hearing such cases, a panel consisting of the Judicial Committee Chairperson and five faculty members drawn from the fifteen members NOT appointed by Student Government shall be formed. The committee's duty in these matters is to 1) conduct a formal hearing in accordance with the University's Harassment Policy and 2) make recommendations to the President of the University. In matters of faculty harassment complaints, the Judicial Committee shall abide by the following procedures:
- a. The President of the University shall strike names from the list of 15 members until nine remain (not including the Chairperson, *cf.* below). The President shall then furnish the complainant and the faculty member who is respondent the list of nine faculty members with instructions that each strike two names and return the list to the President within ten days.
 - b. The Judicial Committee Chairperson may not be struck from the roster without a two-thirds vote of Judicial Committee membership. The Chairperson may recuse themselves

from the panel. In either case, a simple majority of the Judicial Committee shall establish a temporary chair for the panel.

- c. If for any reason the faculty member and the complainant fail to strike or strike the same faculty, the President shall, within five days, strike a sufficient number to reduce the panel members to six, who shall constitute the formal hearing panel.
 - d. The President shall promptly notify the six members in writing that they have been selected to constitute a formal Hearing Panel. The President shall designate a time and place for their meeting to make such selection and to set a date for the hearing.
 - e. The Chairperson shall give timely notice by certified mail to the concerned persons of the time and place for the hearing.
 - f. The hearing shall be conducted with as little delay as possible.
 - g. The Judicial Committee Panel shall hear such proof of facts as may be deemed proper and reasonable. The complainant and the faculty member shall have the opportunity to submit evidence relevant to the complaint.
 - h. Witnesses shall be examined under oath in the manner and form and in the order designated by the Committee.
 - i. The complainant and the faculty member shall have the right to have an advisor or legal counsel at their own expense.
 - j. Formal rules of evidence shall not apply in such hearings.
 - k. Testimony shall be recorded.
 - l. As soon as practicable after the hearing, the Panel shall deliver to the President a recording of the testimony, the summary of the hearing, and the findings and recommendations of the Committee.
 - m. If the claim of harassment is considered to have been verified, the Provost and Vice President for Academic Affairs shall recommend an appropriate sanction or sanctions to the President.
 - n. Faculty grievance procedures set forth in the Faculty Handbook may be used to appeal imposed sanctions.
3. **Student Disciplinary Hearings:** The Judicial Committee shall hear student discipline cases, as directed by the Vice President for Student Affairs or designee, in accordance with procedures outlined in the Student Handbook. In hearing a case, a panel shall be formed consisting of the Chairperson of the Judicial Committee or a substitute, two faculty members NOT appointed by Student Government, and two members appointed by Student Government. After hearing all related evidence, the panel shall by secret ballot render a decision and, if guilty, recommend an appropriate penalty to be implemented by the Vice President for Student Affairs. The student may appeal the decision, following the procedure specified in the Student Handbook.
4. **Student Financial Aid Appeals:** The Judicial Committee shall recommend approval or denial of financial aid appeals related to the student financial aid program and make recommendations to

the Director of Financial Aid. The Director of Financial Aid shall serve on the committee *ex officio* in these matters.