



CAMPUS CONVERSATION
WVU Transformation Initiatives
May 24, 2023

WHAT WE WILL COVER TODAY

- // How today will work
- // Presentation from:
 - // **Rob Alsop**, Vice President for Strategic Initiatives
 - // **Paula Congelio**, Vice President of Finance
 - // **Maryanne Reed**, Provost and Vice President for Academic Affairs
 - // **Fred King**, Vice President for Research
 - // **Stephanie Taylor**, Vice President and General Counsel
- // Discussion: Q&A session

INDOOR SPACE TEMPERATURE POLICY

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- /// As part of efforts to operate our campuses as efficiently and cost-effectively as possible, WVU has adopted an **Indoor Space Temperature Policy** for University-owned or operated facilities.
- /// The policy provides formalized specifications for interior spaces in all facilities where the temperature can reasonably be controlled and is consistent with:
 - /// The policies of WVU peer institutions
 - /// Standards established by the **American Society of Heating, Refrigeration and Air conditioning Engineers (ASHRAE)**
 - /// **West Virginia Code**
 - /// WVU's educational mission and commitment to environmental stewardship
- /// Select building spaces, such as **research**, **medical** and **computer room** spaces, may require temperatures outside those established within the policy.
- /// Faculty and staff should visit go.wvu.edu/temperature-policy for more information and contact their **building supervisor** with any questions or concerns.

WORK-TIME REDUCTION PROGRAM

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- ✓ In **mid-April**, WVU offered a voluntary **Work-Time Reduction Program** that provided staff and faculty two options to remain active WVU employees while reducing their time and effort at work:
 - ✓ **Reduce Work Hours or Effort*** – through this option, staff and faculty could remain actively employed at the University while decreasing their weekly work schedule by a specified number of hours (staff) or their overall effort (faculty) with a corresponding reduction in pay.
 - ✓ **Reduce Appointment Length** – through this option, staff and faculty could remain actively employed at WVU while reducing their work appointment length to fewer months out of the year with a corresponding reduction in pay.
- ✓ The program was open to staff and faculty (both benefits-eligible and non-benefits-eligible) employed by **WVU** or **WVU Research Corp.** as of **April 1, 2023**.

* “Effort” relates to a faculty member’s allocation of duties and establishes a definition of full-time work for traditional faculty members at all WVU campuses. Visit go.wvu.edu/faculty-effort for more information.

WORK-TIME REDUCTION PROGRAM: RESULTS

- Staff and faculty who are approved to participate in the program will be notified at the latest by **Friday, May 26**.
- The effective date for the work-time reduction can be as soon as **Sunday, June 4**.

Number of Individuals Who Expressed Interest in the Program	83
Number of Individuals Approved to Date to Participate in the Program	23

NOTICES OF RETIREMENT

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- ✓ To assist in assessing potential cost savings for **FY2024** and beyond, WVU is encouraging all employees who are planning to retire in the near future to make their intentions known.
 - ✓ While not required, voluntarily sharing plans to retire will help with budget forecasting and other transformational efforts, as well as potential succession planning within a college, division or unit.
 - ✓ Those who plan to retire from WVU between now and **Dec. 31, 2024**, are encouraged to contact **WVU Benefits Strategy** at **304-293-8405** or CentralBA@mail.wvu.edu.
 - ✓ **Benefits Strategy** will work with the faculty and staff member to prepare the necessary paperwork, including a commitment to retire agreement.
 - ✓ Once the agreement is completed and a retirement date has been identified, information related to the employee's intention to retire will be shared with their **dean or division/unit leader** via their respective **HR Partner**.
- Note:** It will remain the employee's responsibility to notify their supervisor of any retirement plans.

ITS MERGER

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- /// As part of WVU's ongoing efforts to be more efficient with limited resources, **Information Technology Services (ITS)** and **Health Sciences ITS** will begin the work to merge operations on or before **July 1**.
- /// This merger creates an opportunity to reassess the delivery of services holistically and to create a more cohesive team that helps achieve the following goals:
 - /// Create a more consistent IT experience for faculty, staff and students.
 - /// Share information and processes that will improve both internal and external communication.
 - /// Combine respective strengths and best practices for the betterment of the whole.
 - /// Increase alignment on technology and information security.
 - /// Build new succession planning options and career paths.
 - /// Maintain local support (staff located at **HSC**).
 - /// Encourage local innovation and scale it institution-wide when appropriate.
 - /// Create operational efficiencies and save money.

FINANCIAL UPDATE

FINANCIAL UPDATE: NEXT STEPS

- ✓ Budgets for **FY2024** still are being finalized.
- ✓ The budget will be reviewed and voted on by **WVU Board of Governors** in **June**.

ACADEMIC TRANSFORMATION

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Areas of Work

1 Program Portfolio Review

2 Academic Restructuring

3 Instructional Efficiencies

4 Academic Support Unit (ASUs) Review

Faculty/Staff Engagement

- / Provost's leadership team (deans/campus presidents)
- / Faculty Senate leadership
- / Faculty summer workgroup

Faculty/Staff Support

- / Faculty and Staff Assistance Program (FSAP)
- / Faculty Ombudsperson
- / Additional efforts

RESEARCH UPDATE

RESEARCH UPDATE

- ✓ WVU Institute for Sustainability and Energy Research – energy.wvu.edu
- ✓ West Virginia Water Research Institute (WVWRI) – wwwri.wvu.edu

**PROPOSED AMENDMENTS
TO BOG RULE 3.9**

PROPOSED AMENDMENTS TO BOG RULE 3.9

Section 2.9

- ✓ Clarifying the legal requirements around **Equal Opportunity and Affirmative Action**.

Sections 3.1 and 3.2

- ✓ Clarifying the legal requirements relating to **notice periods** (i.e., indicating that the notice periods would also comply with any applicable federal and state law).

Section 4.2

- ✓ Eliminating the **requirement that severance packages be paid in installments**, which will allow the University more flexibility in designing and paying out severance packages.

PROPOSED AMENDMENTS TO BOG RULE 3.9

Section 4.3

- Clarifying that any waiver in a severance agreement **releases the University and current and former agents, employees, board members, servants and representatives.**

Section 5.1

- Clarifying that **voluntary reductions in FTE or appointment length** do not trigger the provisions of this Rule.

KEY PROVISIONS OF BOG RULE 4.7

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- 1 A **Faculty RIF** may occur in response to **institutional reorganization** as a result of a **Program Reduction** or **Program Discontinuation** or a **Financial Exigency**.
- 2 A **Faculty RIF** may result in a **tenured, tenure-track, teaching track** or **service-track** faculty member's appointment being terminated.

KEY PROVISIONS OF BOG RULE 4.7

- 3** The **Provost's Office, Dean's Office and departmental Chair**, with assistance from **Talent and Culture** and advice from the **Office of General Counsel**, will work collaboratively to develop a **RIF Plan**. The plan will detail which faculty members will be asked to remain and which will be subject to the **RIF**.
- 4** This review process will evaluate **performance, knowledge and qualifications** and **seniority** of each faculty member within a program subjected to reduction or discontinuation.
- 5** A **RIF Review Committee** shall consider and approve the **RIF Plan** before implementation a **Faculty RIF**.
- 6** Members of the **University RIF Review Committee** include representatives from the **Provost's Office, Strategic Initiatives** and **Talent and Culture** with advice from the **Office of General Counsel**.

KEY PROVISIONS OF BOG RULE 4.7

- 7** The University **may** offer a **severance package** to a faculty member who is impacted by a **RIF**, if financially feasible.

 - /** If WVU offers a **severance package**, the University shall provide the employee **45 days** from the **date of receipt** to consider the **terms and conditions** of the agreement and to accept the **severance package**.
 - /** Additionally, after an employee executes a **severance agreement**, that employee maintains the right to revoke that execution and void the **severance agreement** for **seven days** after execution.
- 8** Any **severance agreement** shall contain a statement indicating that the faculty member releases all claims against the University.
- 9** If a faculty member chooses not to execute a **severance agreement**, WVU will still move forward with the **RIF**.

**PROPOSED AMENDMENTS
TO BOG RULE 4.7**

PROPOSED AMENDMENTS TO BOG RULE 4.7

Section 2.2

- Clarifying that faculty should be involved in the **academic review process**, which could lead to a **RIF plan** for that program, as opposed to the formulation of the actual **RIF plan**, to ensure that faculty provide input early in the process.

Section 3.1

- Eliminating the **affirmative obligation** to offer a **first right of refusal** to a RIF'd faculty member of another faculty position that becomes vacant that the RIF'd faculty member is qualified.
 - Replacing that language with the fact that RIF'd faculty members are encouraged to apply for any new or open positions through the normal University hiring process.
- Eliminating any potentially implied obligation of the University to retrain faculty members to be qualified for other faculty positions.

PROPOSED AMENDMENTS TO BOG RULE 4.7

Section 3.2

- ✓ Clarifying of the **Dean's** role and the **Office of the Provost's** role in the creation of the **RIF plan** (i.e., the **Dean's Office** and **Provost's Office** will work together to create the **RIF plan** for a program).
- ✓ Clarifying that a **RIF determination** is made based upon a **holistic assessment** of the three factors: **performance, knowledge and qualifications** and **seniority**.
- ✓ Clarifying that **seniority** will be calculated by the length of service as defined by the rules established for the calculation of years of service outlined in **WVU BOG Talent and Culture Rule 3.7 – Annual Increment**.

Section 3.3

- ✓ Clarifying that all **notifications** will be communicated to faculty through their **WVU email account** instead of regular mail.

PROPOSED AMENDMENTS TO BOG RULE 4.7

Section 5.2

- ✓ **Eliminating:** “Generally, the value of the severance package should be equivalent to one year of the Faculty Member’s annual base pay.”
- ✓ **Replacing with:** “The amount of severance that a Faculty Member may be offered will be determined based upon a schedule approved by the Board.”
- ✓ The original language is permissive and does not require that a **severance package** equate to **one year of salary** (meaning 9-month faculty’s annual base salary). Through the **notice period** and **severance payments**, the **proposal severance schedule** would allow an individual to receive between **eight** and **10 months** of pay.

Section 6.9

- ✓ Clarifying that **Program Reduction** may include reducing **tenured, tenured-track** or **certain faculty positions with multi-year contracts**.

FACULTY SEVERANCE PACKAGES

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Tenured, Tenure-Track, Teaching-Track and Service-Track

- ✓ **Faculty severance packages** are only available to **tenured, tenure-track** and **teaching/service-track** faculty (regardless of contract end date).
- ✓ Through the notice period and severance payments, an individual would receive between **eight** and **10 months** of pay. **Note:** *Most faculty positions are **nine-month positions**.*
 - ✓ Assuming a notice date of **Oct. 16, 2023**, with a contract end date of **May 9, 2024**, faculty would have **30 weeks** of notice.
- ✓ If an individual leaves before their employment end date, they waive the right to their **severance payments**.
- ✓ All **benefits-eligible faculty** who are involuntarily terminated (including subjected to a **Reduction in Force** or **contract non-renewal**) may elect to continue their **PEIA** insurance for **three additional months** after their **termination date**. The faculty member would continue to pay their same employee premium during this three-month period.

FACULTY SEVERANCE PACKAGES

Tenured, Tenure-Track, Teaching-Track and Service-Track

- ✓ All **tenured** and **tenure-track faculty** will receive a severance equivalent to **12 weeks** of their **base salary** payable in bi-weekly installment payments starting after **May 9, 2024**.
- ✓ All **teaching-track** and **service-track faculty** will receive a severance equivalent to the number of weeks indicated in the below chart, calculated based upon **years of service**. These severance payments will be payable in bi-weekly installment payments starting after **May 9, 2024**.

YEARS OF SERVICE	SEVERANCE AMOUNT
1-4 years	2 weeks
5-9 years	4 weeks
10-19 years	6 weeks
20+ years	8 weeks

*Faculty who are on a **12-month appointment** may have a contract end date later than **May 9, 2024**. Those will be determined on a case-by-case basis based upon the needs of the unit.*

FACULTY SEVERANCE PACKAGES

Research-Track, Library-Track and Lecturer

- ✓ **Non-renewal of appointment** notification will be given as soon as possible, but a minimum of **60-days' notice** will be provided, if possible (for those ending in **2023**) and in the **September/October** timeline for those ending on **May 9, 2024**.
- ✓ Certain clinical-track faculty who also are employed through **University Health Associates ("UHA")** may receive up to **120-days' notice** before their contract is ended.
- ✓ If less than **60-days** before **appointment end date**, a **limited short-term appointment** may be given to reach **60-days' notice**.
- ✓ Employees in this job type are employed on **annual appointments** and are otherwise employed at will. **Severance** will not be offered.

FACULTY SEVERANCE PACKAGES

Faculty Needed to Teach Out Beyond May 2024 – Retention Bonus

- ✓ All **tenured, tenure-track** and **teaching/service-track** faculty asked to remain through a **teach-out period** (if they remain the entire time) will receive a **retention bonus** equivalent up to **12 weeks** of their **base salary**. This also will serve as their **severance payment**.
- ✓ If an individual leaves before their **employment end date**, they waive the right to their **retention bonus**.
- ✓ The University would like to incentivize selected individuals to stay through the end of the **teach-out period** (approximately **two to three additional years** depending on the program).

PROPOSED AMENDMENTS TO BOG RULE 4.7 AND FACULTY SEVERANCE TIMELINE

DATE	ACTION
May 17	During a BOG Meeting , the Board approved putting out the proposed amendments to Rule 4.7 and the Faculty Severance Package Structure for a 30-day public comment period .
May 22	30-day public comment period began.
June 21	30-day public comment period ends.
~July 21	The public comments received and the University's determination in response will be posted. The final version of Rule 4.7 and the Faculty Severance Package Structure that will be presented to the BOG also will be posted.
~July 31	BOG will vote on the proposed amendments to Rule 4.7 and the Faculty Severance Package Structure .

Visit policies.wvu.edu for more.

CLASSIFIED STAFF SEVERANCE PACKAGES

CLASSIFIED STAFF SEVERANCE PACKAGES

Overview Information

- ✓ RIF notice will be given as soon as possible, but a minimum of **60-days' notice** will be given.
- ✓ Classified Staff who are eligible for severance will be offered a severance package based on the **length of the notice period** and the details of their **years of service, annual base salary** and **appointment length**.
- ✓ All benefits-eligible Classified Staff who are involuntarily terminated (including subjected to a **Reduction in Force** or **contract non-renewal**) may elect to continue their **PEIA** insurance for **three additional months** after their termination date. The Classified Staff member would continue to pay their same employee premium during this three-month period.

CLASSIFIED STAFF SEVERANCE PACKAGES

Example 1

Classified Staff RIF with notice on **Oct. 16, 2023**, and a last day of employment on **Dec. 31, 2023**.

YEARS OF SERVICE	NOTICE PERIOD	WEEKS OF SEVERANCE PAY*
0 to 10 years	11 weeks	4 weeks
11 years	11 weeks	8 weeks
12 years	11 weeks	10 weeks
13 years	11 weeks	12 weeks
14 years	11 weeks	14 weeks
15 years	11 weeks	16 weeks
16 years	11 weeks	18 weeks
17 years	11 weeks	20 weeks
18 years	11 weeks	24 weeks
19 years	11 weeks	28 weeks
20+ years	11 weeks	32 weeks

**Weeks of severance payments may be prorated for classified staff who work less than 12-month appointment.*

CLASSIFIED STAFF SEVERANCE PACKAGES

Example 2

Classified Staff RIF with notice on **Oct. 16, 2023**, and a last day of employment on **May 10, 2024**.

YEARS OF SERVICE	NOTICE PERIOD	WEEKS OF SEVERANCE PAY*
0 to 15 years	30 weeks	4 weeks
16 years	30 weeks	6 weeks
17 years	30 weeks	8 weeks
18 years	30 weeks	10 weeks
19 years	30 weeks	12 weeks
20+ years	30 weeks	14 weeks

**Weeks of severance payments may be prorated for classified staff who work less than 12-month appointment.*

COMMUNICATION

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- ✓ Email: transformation@mail.wvu.edu
- ✓ New website: transformation.wvu.edu

QUESTIONS?

Please post your question in the Q&A box at the bottom of your screen.

STAY INFORMED

- ✓ Stay tuned for additional Campus Conversations.
- ✓ An archived version of this Campus Conversation will be available at wvutransformation.wvu.edu.
- ✓ Email transformation@mail.wvu.edu with any questions related to the WVU Transformation.