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
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](http://go.wvu.edu/temperature-policy) for more information and contact their **building supervisor** with any questions or concerns.
WORK-TIME REDUCTION PROGRAM
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
NOTICES OF RETIREMENT

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
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
ACADEMIC TRANSFORMATION

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) – wvwri.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
KEY PROVISIONS OF BOG RULE 4.7

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.
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.

Any **severance agreement** shall contain a statement indicating that the faculty member releases all claims against the University.

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
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.

<table>
<thead>
<tr>
<th>YEARS OF SERVICE</th>
<th>SEVERANCE AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-4 years</td>
<td>2 weeks</td>
</tr>
<tr>
<td>5-9 years</td>
<td>4 weeks</td>
</tr>
<tr>
<td>10-19 years</td>
<td>6 weeks</td>
</tr>
<tr>
<td>20+ years</td>
<td>8 weeks</td>
</tr>
</tbody>
</table>

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

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

Visit [policies.wvu.edu](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**.

<table>
<thead>
<tr>
<th>Years of Service</th>
<th>Notice Period</th>
<th>Weeks of Severance Pay*</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 to 10 years</td>
<td>11 weeks</td>
<td>4 weeks</td>
</tr>
<tr>
<td>11 years</td>
<td>11 weeks</td>
<td>8 weeks</td>
</tr>
<tr>
<td>12 years</td>
<td>11 weeks</td>
<td>10 weeks</td>
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<tr>
<td>13 years</td>
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<td>14 years</td>
<td>11 weeks</td>
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<td>15 years</td>
<td>11 weeks</td>
<td>16 weeks</td>
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<td>16 years</td>
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<td>17 years</td>
<td>11 weeks</td>
<td>20 weeks</td>
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<tr>
<td>18 years</td>
<td>11 weeks</td>
<td>24 weeks</td>
</tr>
<tr>
<td>19 years</td>
<td>11 weeks</td>
<td>28 weeks</td>
</tr>
<tr>
<td>20+ years</td>
<td>11 weeks</td>
<td>32 weeks</td>
</tr>
</tbody>
</table>

*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**.

<table>
<thead>
<tr>
<th>YEARS OF SERVICE</th>
<th>NOTICE PERIOD</th>
<th>WEEKS OF SEVERANCE PAY*</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 to 15 years</td>
<td>30 weeks</td>
<td>4 weeks</td>
</tr>
<tr>
<td>16 years</td>
<td>30 weeks</td>
<td>6 weeks</td>
</tr>
<tr>
<td>17 years</td>
<td>30 weeks</td>
<td>8 weeks</td>
</tr>
<tr>
<td>18 years</td>
<td>30 weeks</td>
<td>10 weeks</td>
</tr>
<tr>
<td>19 years</td>
<td>30 weeks</td>
<td>12 weeks</td>
</tr>
<tr>
<td>20+ years</td>
<td>30 weeks</td>
<td>14 weeks</td>
</tr>
</tbody>
</table>

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

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.