Minutes of the WVSU Faculty Senate Meeting

from 1:30 p.m., Friday, April 7, 2017, in Hamblin Hall Auditorium

Senators present: T. Alderman (A&H, Secretary), D. Johnson (A&H), M. Ray (BSS), M. Seyedmonir (BSS), D. Wells (L&C, Historian), M. Fultz (NSM), R. Baker (NSM, Vice-Chair), R. Ford (MSN, Chair),

O. Banks (PS), E. Waugh (PS), J. Pietruszynski (At-large). Absent: F. Hailou (BSS), M. Casey (L&C)

Board of Governors Representative: T. Guetzloff

Advisory Council of Faculty Representative: B. Ladner absent

Parliamentarian: J. Magan absent

*Ex Officio:* Provost Jayusariya, E. Roberts (SGA President). Absent: President Jenkins; W. Porterfield

(Public Safety); R. Tabor (Classified Staff)

Guests: Dr. Harper (Bio.), Dean Zaman (NSM), Dean Wallace (A&H), Dr. S. Richards (HHP),

 Dean Bejou (BSS), Prof. Bejou (BSS), Dr. Workman (Chair, Constitution & Bylaws Committee)

 Dr. De (Chair, Faculty Personnel Committee)

1. The agenda for the meeting was amended with two additions, about the position of Program

 Director and an Advising Workshop. E. Waugh moved to approve, and M. Seyedmonir seconded,

 and the motion passed.

2. The minutes from the March 3, 2017 Senate meeting were approved, on T. Guetzloff’s motion, and O.

 Banks’ second.

3. Chair’s Comments:

 a. Dr. Ford reminded faculty attending to stick to the topic at hand and to direct comments and

 questions through him, according to Robert’s Rules.

 b. Department elections for chair (which are conducted by Senate Executive Committee members)

 were announced: English—Dr. Pietruszynski, Health & Human Performance—Dr. Settle, Social

 Work—Dr. Wamsley, Education—Dr. P. Wilson. The Biology Department’s election is planned for

 April 21, with Dr. Ladner.

 c. For the SHiP training sessions with J. Johnston, 26 faculty and staff attended. Dr. Ford has asked

 the administration’s safety task force to report to the Senate at the May 5th meeting.

 d. Elections for the BOG and ACF representatives will be held at the May 11th General Faculty

 meeting.

 e. Dr. Kane has submitted an redacted version of the Academic Appeals Committee report,

 previously given at the March 3rd Senate meeting, for posting on the website.

4. President’s report: President Jenkins was in another meeting.

5. Provost Jayusariya’s report:

 a. Three “intent-to-plan” programs have been submitted: a general engineering program with a

 chemical concentration, a Master’s in Sports Studies, and a Master’s in Computer Science. Upon

 being asked by Dr. Harper about funding, the Provost noted that we may be able to use computer

 equipment at Bridge Valley CTC for the engineering plan.

 b. We are expecting a $1.5 million cut to our budget, and $900,000 cut from Academic Affairs. The

 Governor proposed a 2% cut, the Senate 6-7%, and the House 15% earlier in the Legislative

 session, and the Provost thinks the Senate’s cut is the most likely to be passed. Academic Affairs

 has seen a $1.5 million cut since 2014.

 c. Enrollment has gone up, largely due to more international students and online registrations. To

 Dr. De’s question about data on the retention of the international students, the Provost said we

 currently have 65 international students, but there are ongoing problems with the exchange rate of

 money and the isolation of those students in Sullivan Hall. International students are not allowed

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 to live off campus, and Keith Hall’s bond requires 95% occupancy. All the Nepali students from

 before have left; we hope to minimize the drop-out rate this semester. Of the 25 from Nepal now,

 4 are leaving. The Enrollment Management position is currently unfilled. Prof. Banks asked

 about a total enrollment figure for spring, and the Provost said this was announced at the

 President’s “town hall” meeting in March. Dr. Workman asked if we are working to have “early

 enrollment” students continue at WVSU. The Provost said that up to 13% continue but that we

 need to do more recruiting in that regard, especially for the college deans. Six departments have

 “1+3 programs” in place, and interested departments should contact Nathan Gainer. High school

 students being taught college-level classes are named “Yellow Jackets” within the Early

 Enrollment program.

 d. Asked by E. Roberts (SGA President) about the Chemistry Lab manager position, Dr. Harper said

 a part-time employee is filling in until a full-time employee can be hired.

 e. Asked by Dr. Seyedmonir about how we are using the attendance data being collected, Dr.

 Guetzloff said EMAS is not fully online yet, but that Collegiate and Academic Support Services is

 getting the data now. Dr. Ray asked about attendance in online classes, but this is apparently an

 issue of figuring out the website.

6. Standing Committee Reports:

 ACF: Dr. Ladner was absent

 BOG: Dr. Guetzloff made comments on the school’s budget that he sent via email to faculty, which

 seems to show a $5.1 million “hole” in the budget. However, this is not quite accurate. No more

 “swiping” from one fiscal year to the next will be allowed, and the application *vs*. actual enrollment

 figures will be straightened out. Dr. Ford asked about phased retirement or incentives for early

 retirement. There has been one faculty member (Dr. Hartstein, English) who used phased

 retirement. Dr. Guetzloff noted a new Legislative bill that gives each university’s BOG the power to

 terminate faculty.

 Constitution and Bylaws: Dr. Workman presented a written report on his committee’s effort to

 update and correct the Constitution and Bylaws. Constitutional Amendments, he noted, are

 required to have two readings before the General Faculty. The Parliamentarian position should be

 an *ex officio* member of his committee, but this seems not to been approved at a general faculty

 meeting and should be on the May 11, 2017 agenda. The Honors Committee was created in 2011, but

 its description seems to be about developing a program and who serves on it, rather than about its

 responsibilities/”charge.” There was some discussion about whether Honors should be a

 department or a standing committee of the Senate. D. Wells moved, with T. Alderman’s second, to

 table this discussion, and the motion passed. The Athletic Committee needs to be officially removed

 as a Senate Standing Committee. T. Alderman moved, with D. Well’s second, to remove this

 committee from the list of Standing Committees, and the motion passed. GRDI members should

 serve on the Library and Faculty Research & Development Committees, but removed from Cultural

 Activities & Educ. Assemblies. T. Alderman moved, with T. Guetzloff’s second to make that change,

 and the motion passed. The Senate also voted to approve the new description in Dr. Workman’s

 report of Cultural Activities and Educ. Assemblies for the Bylaws. Dr. Guetloff moved, with Dr.

 Seyedmonir’s second, to accept the Const. and Bylaws report, and the motion passed.

 Educational Policies Committee: Dr. Fultz presented a table of the recent activities of the committee.

 Dr. Alderman moved, with Dr. Johnson’s second, to accept the report, and the motion passed.

 More consistent course descriptions (chiefly regarding format) for the catalog are needed. Dr. Fultz

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 asked if EPC can devise a template for course descriptions in the future, determining if the mode of

 delivery, for example, needs to be included. Dr. Seyedmonir moved, with Dr. Ray’s second, that

 EPC create this template and report back to the Senate fall 2017; the motion passed. The EPC report

 was accepted by the Senate.

 Faculty Personnel Committee: Dr. De presented a written report, noting that the past delays in

 getting student evaluations were caused by lack of support from I.T., but that the new system with

 deans collecting and delivering the packets seems to be working much better, and that each

 semester’s evaluations should be available a week after school is out. He noted that self-sealable

 envelopes will be used in the future, the questions on the instrument need to be revised, and the

 online instrument needs to differ from the one used for in-person courses. The FPC calendar is not

 done because the student evaluation process is not fixed yet. The “procedures” part of the system is

 still in the works with FPC. Dr. Johnson move, with Dr. Ray’s second, to accept the report, and the

 motion passed. According to Dr. Baker, the FPC Task Force looking at student evaluations plans to

 report to the Senate at its May meeting.

6. There was no discussion of the Attendance Tracking system.

7.New Business:

 a. Dr. Alderman suggested that part of the General Faculty Meeting next August be spent on a

 student advising workshop, getting more information in one place, looking at PIN security and a

 first-year advising center, and trying to stimulate faculty to improve advising. The

 Provost agreed that this could be arranged.

 b. Dr. Richards noted that WVSU lacks a clear description of the duties and support for the position

 of program director, so the school’s online menu and catalog need to be updated and corrected

 to include all programs. Support for recruitment needs to be clarified. The Provost promised that

 the Faculty Handbook will be updated and the description brought to the Senate in fall 2017.

The meeting was adjourned at 3:50 p.m.

Respectfully submitted,

**T. Alderman**

Dr. T. Alderman, Secretary to the Faculty Senate