Minutes for the WVSU Faculty Senate Meeting on Friday, Oct. 7, 2016

1:30 p.m. in Hamblin Hall Auditorium

Officers present: Chair R. Ford (+NSM), Vice-Chair R. Baker (+NSM), Secretary T. Alderman (+ A&H), Historian D. Wells (+ L&C), Parliamentarian J. Magan

Senators present: O. Banks, Prof. Studies; E. Waugh, Prof. Studies; M. Casey, L&C; M. Ray, BSS;

 M. Seyedmonir BSS; F. Hailou, BSS; M. Fultz, NSM (+EPC); D. Johnson A&H;

 absent: C. Clark (A&H)

Faculty reporting: W. Stinson, Library; G. Palubinskas, Honors Committee; B. Ladner, ACF rep.;

 T. Guetzloff, BOG rep.; J. Pietruszynski, GE; S. De, FPC; M. Workman,

 Constitution, By-Laws, & Faculty Handbook

*Ex Officio*/Guests: Pres. Jenkins, Asst. VPAA S. Woodard, Interim PS Dean N. Zaman

1. The first order of business was to approve the minutes from the meeting on September 2, 2016. Dr. Fultz

 moved, with Dr. Baker’s second to approve the minutes. The motion passed.

2. The second order of business was to approve the agenda. Dr. Seyedmonir suggested a change regarding

 the format of student excuses, Dean Zaman requested to speak about scanning student evaluations, and

 Asst. VPAA is substituting, for a while, for the chair of the Honors Committee. Dr. Fultz moved, with M.

 Seyedmonir seconding, to approve the amended agenda, and the motion passed.

3. Comments from the Chair concerned membership on Faculty Senate Committees: E. Woods, the SGA

 President, has sent a list of his members to join committees. Teacher Education still needs an elected

 student member. The Provost needs to nominate a faculty member for the Cultural Activities Committee.

 D. Wells will represent L&C on EPC, and General Education needs a rep. from L&C. The Chair will

 send out an updated list to faculty as soon as it is completed. He also asked if the Senate can assist Prof.

 Workman as he updates the Constitution, By-laws, Faculty Handbook documents. M. Workman said he will

 check the Senate minutes to ensure these documents are amended.

4. Asst. VPAA Woodard announced (in place of the Provost) that the Education Dept. has received approval

 from HEPC to offer a Master’s in Education Leadership. A Health Sciences bachelor’s degree is up next for

 approval. Bachelor’s degrees in nursing and engineering are also being planned. Training sessions for the

 classroom SmartBoards are being planned. S. Woodard said the honors students have met to solicit their

 concerns, at an ice cream social. Forty students are on the roster, but it may not be up to date, as some have

 graduated. Plans are under way for coordination with Cultural Activities and the WV Symphony Orchestra,

 and plans are being made for the service activity. October 24 is set for a “Class of 2020” registration event for

 freshmen in the Union from 3-8 p.m. Representatives from Financial Aid, the Registrar, and faculty advisors

 will meet the students. The Provost sent the Deans a report on retention. Dr. Fultz asked why some

 registration dates were not online yet.

5. President Jenkins announced that the administration is “data mining” for retention information. WVSU’s

 enrollment of full- and part-time students is growing. Retention of first year students from Fall to Spring

 terms has been calculated for three years at 78%, and it should be 85%. From Fall 2015 to Fall 2016 the rate

 is 57%. It can assumed, he said, that 10% are planning to transfer or are unprepared academically or

 financially for college, but if we lose 100 resident students, that means $1.3 million is lost. Scholarships must

 be increased. About $16 million in research money in grants has been received, and WVSU is third after

 WVU and MU in terms of dollars received.

 The administration is looking into academic advising, because faculty-student interaction has to increase,

 as well as graduation rates.

 The WV Legislature is looking into cutting the number of four-year colleges, with a targets of Glenview

 and merging Bluefield St. and Concord. He also mentioned that there’s talk of re-merging the CTCs and their

 former partner four-year colleges.

 A mid-year cut in the budget is expected. And some Legislators are considering “performance-based”

 funding to raise the number of graduates and retention rates. In this plan, school with stagnant or poor rates

 would receive less money. The retention rate is calculated by counting only first-time, full-time freshmen.

 For us this means 70% or 283 of our new students in this cohort have to come back next fall. Undeclared

 students, even with 40 or 50 credits, have to declare a major or they tend not to graduate. Retention rates by

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 College and major programs will have to be investigated. Dr. Magan commented that we need to show the

 overseers that many of our students started elsewhere and graduate from WVSU aren’t counted in this

 system, since the school where one starts gets to count those students. Pres. Jenkins said WVSU needs a

comprehensive enrollment management plan coordinated with its retention plan.

 One idea, he said, is to limit the first-time, full-time cohort and increase the number of transfer students to

 help offset state and federal demerits, thus making WVSU more selective. Dr. Guetzloff remarked that some

 athletes transfer because they weren’t getting enough playing time. Dr. Fultz added that some chemistry

 majors are at WVSU to gain credits for pharmacy or medical school and leave after three years, thus cutting

 our graduation rates. A general question arose if we are being pressured to give easier grades. Pres. Jenkins

 said no.

 Is there benefit to WVSU with all the 2 + 2 programs we have agreed to, if we are “penalized” in part for

 these transfers? Pres. Jenkins said we need to reconsider that issue.

 Dr. Guetzloff asked if WVSU is paying its bills in a timely fashion, and the Pres. said not quite. We have

 about 28 days of cash on hand, and budget over-runs have to be investigated, and the water line break in front

 of Ferrell Hall at Homecoming had to be repaired.

 Support for “15 [credits per semester] to finish” is to be encouraged, since tuition is the same for 12 as 15

 credits. If students take 4 courses and drop one, they are no longer full-time, causing problems with financial

 aid. International students have to take 15 credit hours.

 WVSU must exert more meaningful pressure on the Legislature, particularly since the State has not paid its

 share of the matching funds for Land Grant, so we lose $1.4 million per year. (In contrast, WVU get a 4 to 1

 match from the State for its Land Grant program).

6. Dr. Guetzloff reported that at the latest BOG meeting, no budget was presented, and there is less cash on

 hand. He is now Vice-chair of the Student Retention Committee, is advising students undecided on a

 major, has an administrative position in Learning House/Moodle handling transfer credit problems, and will

 be overseeing the scantron machine. He wondered if the rumor was true that some coaches got five-year

 contracts before Pres. Hemphill left. (It is true.)

7. Dr. Ladner reported from ACF about its legislative agenda, adding that the previous years’ lists were too long.

 The agenda is (A) to push the Legislature to create a steady revenue—through a 1-cent soda tax, for instance—

 open to increases, for higher education; (B) to stop the HEPC from being abolished by the Legislature, due to

 its misunderstanding of the purpose of the HEPC; (C) to promote the idea of training for faculty in

 administrative duties, relations with faculty, faculty rights, and ethics; (D) to ensure that faculty sit at the

 table of decision-makers. Dr. Ladner moved, with Dr. Ray’s second, to endorse this agenda, and the motion

 passed.

8. Dr. Fultz reported that the EPC had only one proposal for a Physics minor in the Energy Management option

 in Business Administration, with an implementation date of fall 2017. Dr. Ladner moved we accept the EPC

 report, with Dr. Johnson seconding, and the motion passed. The charge for the Task Force for formulating

 clear, written procedures for the EPC, headed by Dr. Fultz with Dr. Ladner, was announced. The Force will

 have representatives from each College and *ex 0fficio* members from Academic Affairs and the Registrar.

9. Dr. Palubinskas reported for the Honors Committee that support for it is good, and a student-led service

 project is is being planned with Habitat for Humanity.

10. Dr. Pietruszynski reported for the General Education Committee that the old GE curriculum’s GE100 and

 GE200 are still being offered, though at shrunken rate. He is planning a GE Handbook with the procedures

 for approval and revision of courses for GE. The constitutional description the GE Committee needs to be

 looked into. The first-year experience courses are being staffed not by GE Committee but by the Deans.

 GE assessment will be starting through workshops. He asked if the Senate could endorse an Assessment

 Plan for essential graduation competencies. After some discussion, Dr. Seyedmonir moved to table this

 motion, with Dr. Baker seconding, and with one abstention, the motion to table the endorsement passed.

 Dr. Pietruszynski asked if the list of math courses acceptable to various major programs was available.

 He also asked if Chemistry 132 had pre-requisites, and the answer was no. Japanese and Russian are not

 currently being taught and are not the GE list. Sociology 305 should be on the list of Social Science options.

11. Dr. Ford, as Chair of the Graduate Council, discussed the salary for adjuncts teaching a 3-credit course at

 $2,500 with a terminal degree, and $2,100 for those without. The GC recommended a separate (from

 undergraduate) set of fees for graduate students on- and off-campus in campus/online courses, and health

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 insurance for graduate students. The Provost had told the GC that international students pay a small fee for

 health insurance through WVSU and that maybe graduate students could get included in that plan. Dr.

 Carney is preparing a web page for the program. He said there is no separate catalog for the graduate

 programs, and recommended that graduate students be given visitor status on the Graduate Council. Dr.

 Ladner moved to accept that proposal, with Dr. Fultz seconding, and the motion passed.

12. There was no discussion of due dates for senior grades, none for administrative drops for non-attending

 students, and none for safety issues on campus. The question of what happened to the $600,000 grant

 from Bayer was raised and not answered. The issue of tuition breaks for family dependents of faculty was

 mentioned, and Dr. Fultz noted that other schools offer this benefit to their faculty.

13. Dr. De, reporting for the FPC, regarding student evaluations of faculty/courses, noted that there

 seems to be no formal process for scanning them, hence the prolonged delays getting the results, despite the

 emphasis placed on such evaluations for retention, tenure, and promotion decisions. It was stated that

 the Deans of each College will be responsible for getting the envelopes collected. Dr. De said that the forms

 and analyses from AY 2015-2016 are on their way. Dr. Ladner moved, with Dr. Johnson’s second, that the

 Deans will take responsibility for collecting the evaluations and getting the results prepared in a timely

 fashion, pending a written set of procedures.

14. Dr. Seyedmonir moved, with Dr. Ladner’s second, that WVSU prepare a standardized excuse form for each

 event where students will be excused from class. The motion passed.

The meeting adjourned at 4:10 p.m.

Respectfully submitted,

Dr. T. Alderman, Secretary