**Minutes from the WVSU Faculty Meeting on Friday, February 5, 2021**

**Video Conference Call using Zoom at 1:30 pm**

*The following meeting was conducted by video conference call using Zoom, due to COVID-19 social distancing restrictions.*

*Attendance: J. Barnes-Pietruszynski, J. Pietruszynski M. Pennington, L. Good, B. Ladner, T. Kiddie, F. Vaughan, L. Davidson, M. Casey, C. Clark, A. Bejou, M. Wilson, R. Ford, P. Carney, M. Seyedmonir, N. Zaman, R. Francis, S. Collins, M. Fultz, M. Bhuiyan, K. Steele, E. Lomax, W. Stinson, T. Ruhnke, R. Wallace, R. Pandher, M. Workman, K. Toledo*

The meeting was called to order by J. Barnes-Pietruszynski at 1:36 pm

**REVISIONS/SUGGESTIONS TO THE AGENDA AND MINUTES**

M. Bhuiyan asked if administration was going to come to Faculty Senate. J. Barnes-Pietruszynski said she received an email that they will be attending every 2 or 3 months, but maybe not every month.

M. Seyedmonir asked who is doing the updating of COVID-19 results on campus. M. Fultz said it would be on the dashboard. J. Barnes-Pietruszynski said it is a collaborative effort between the President’s Office and Kerri Blackwell.

M. Seyedmonir moved and L. Good seconded the approval of the agenda.

M. Fultz moved and W. Stinson seconded the minutes.

**REPORTS AND ANNOUNCEMENTS**

**BOOKSTORE**

J. Barnes-Pietruszynski wanted to remind everyone that you have a $25 credit at the bookstore.

**BOG**

F. Vaughan said the BOG meeting started at 8:30 am and went to after 5:00 pm. There is a new Academic Policies chair is Anne Brothers-Smith, F. Vaughan will remain as co-chair, but that could change. N. Zaman summarized the biotech program. R. Wallace summarized the communications program. BOG voted to continue the programs at the current level. F. Vaughan said there was a lot of discussion about productivity, which programs need to be cut. He tried to make the point and used M. Fultz as an example that there are low producing programs with low student enrollment that still makes an impact on campus. M. Fultz said they have several that come in as Chemistry majors, but they find out they cannot do the Math or the Chemistry and switch to other majors or get accepted to Pharmacy school, so they do not get a degree and it counts as a drop out. F. Vaughan said the administration tends to look at the graduation rates, not enrollment numbers, so he is working on that. The BOG is going to revise the committee structure with changes in By-Laws, one of which will be 30-day comment policy, with no comments, it becomes adopted.

Finances at the university is not pretty. F. Vaughan said we need to tighten our belts; although we already have. He said we need to think about increasing enrollment and retention. Without the CARES Act money, not sure where the university would be right now. We got $1.6 million the first round and $3.1 million this next round and that is important to revenue. He indicated that we are all dedicated to the students, so we need to do what we can to keep them. Recruitment and Retention the university is down 11% in Freshman enrollment, 17% in Seniors. F. Vaughan said that is troubling, why are we losing Seniors? He said there was a national recruitment plan presented, but he wanted to ensure that we will have a return on investment.

B. Ladner asked if he shared what kind of recruitment materials will be used because the older ones did not paint the picture of our campus. F. Vaughan said they are going to do social media, mailings, more personal contact, but to your point, we do need to make sure we are representing who we are in terms of content, so he will emphasize that point.

B. Ladner said the new strategic plan which would identify and capitalize on the niche for the university and if we are advertising something other than the niche, we are working at cross purposes. F. Vaughan said the strategic plan is likely going to follow the national trends, so what you are saying is that we need to find out who we are and that’s what we push, so we attract students who want to come to State and stay at State, so when you are involved in your discussions with the strategic plans, keep that in mind. B. Ladner said the consultant seemed very much not about just doing what everyone was doing. The consultant talked about institutions that have unique missions. We might not be able to have something as unique as Savannah College of Art & Design mission where their only majors are art and design related, but he was pushing us to identify what we have. Yes, that needs to be marketable, but we have to market what we have or can get. F. Vaughan said he agreed and he thinks that faculty involvement in the strategic plan needs to be our theme, who are we? what do we offer?

J. Barnes-Pietruszynski said she was worried when the Provost indicated we were acting like a “liberal arts” college and ignoring our land-grant mission, so she was worried they were pushing us to more of an A&T school. But after hearing the presentation it did not appear that was where she was going, so she was confused at how they are going to frame that. F. Vaughan said it comes back to defining who we are. He also indicated that we need to keep in mind, as faculty, that most of us will spend 20, 30 or more years here, but the administration, not so much. F. Vaughan said we need to be collegial, but make sure our voices are heard. He said when faculty gets confrontational, that’s when we are dismissed. J. Barnes-Pietruszynski said confrontation has its merits sometimes. F. Vaughan said there are times to be confrontational and times to collegial.

J. Barnes-Pietruszynski asked about the money situation, did we not know how bad it was when Hemphill left? She further indicated that it seems as when the President arrived, she had to contact creditors to get extensions on what was owed, so does the BOG have any clue how it got this bad? M. Fultz said after years of declining enrollment, bill have continued to pile up and there was no change. It has been a downward spiral for years. The high point in enrollment was Hemphill’s last year. F. Vaughan said they were open and honest about our situation when going through the hiring process, but he doesn’t think it hit President Pride until she arrived. He said she is committed and working hard. J. Barnes-Pietruszynski said she understood that, but the question was, how did we get here? Can you give us any enlightenment on how we got here? F. Vaughan said it could be short-term administrators coming in, making their mark, and moving on.

R. Francis asked if anyone remembered when President Jenkins wrote on the board and said, it was great getting these loans, but there are going to be due. J. Barnes-Pietruszynski and F. Vaughan both said they did not remember, but it may have been before some of us was part of faculty senate. R. Francis said that she remembered President Jenkins coming to faculty senate about 3 or 4 semesters before he left and admitted that we were in a horrible situation. R. Francis asked if one of those loans was for the dorm. J. Barnes-Pietruszynski said that is a bond, so the BOG mentioned they are restructuring that, so that may help the finances. R. Francis asked about the email B. Ladner sent that higher education was probably going to be hit by the shortfall in the state funding, which we have been getting for years and years. B Ladner said the legislative issue this year is a little different in that the super republican majority and the legislature is talking about doing away with the income tax and it is not clear where they will replace that revenue.

M. Bhuiyan asked about the new stimulus package that President Biden is proposing, is there anything for higher education? B. Ladner said she heard it is better for HBCUs and community colleges rather than other higher education institutions. M. Bhuiyan said that is good news because he is hoping that will pass without republicans.

J. Barnes-Pietruszynski said the money from the state is going to start going down and it’s going to get worse before it gets better. There are going to be less students to recruit because the generations coming up that are applying to college are much smaller. T. Kiddie said that the high school graduation rate in WV is going up. J. Barnes-Pietruszynski said that is correct, but the number of students for the next 3-7 years is going down. B. Ladner said based on the birth rate, the low point will be 2027-28, so unless we get good broadband and a bunch of people move here and their kids decide to go to college here. J. Barnes-Pietruszynski said that WV’s graduation rate is like 91%, but the number of students who actually go to college is only 50% in the state of even lower. But with the mean number of students, there just will not be that many people as there has been over the last 10 years. M. Fultz shared his screen showing WV High School Graduation Projections.

B. Ladner said both FASFA and Promise scholarship applications are going down for traditional high school students, but could be due to COVID. FASFA is up with non-traditional students. J. Barnes-Pietruszynski said non-traditional students may be the way we define ourselves. B. Ladner said the first 10 years she was at WVSU, the average age of students was 27. F. Vaughan said that comes back to the point where we define ourselves, a lot of students in this state are predetermined to go to WVU and Marshall and that is the biggest chunk of college students in this state. So that is where we need to define and market ourselves.

M. Seyedmonir asked about options to the problem that has been identified. F. Vaughan said the big thing that President Pride is focusing on is to continue paying down debt, so we need to increase revenue whether it be by students, donors, etc. We need to look at inefficiencies within the university, including low producing programs and how we can create new programs that are going to attract students and make us more marketable.

B. Ladner asked about the purchasing issues and whether they have been addressed. F. Vaughan said his understanding is that the P-Cards has been mostly cutback, but N. Zaman made the point that sciences need that access to get supplies and materials, and it was restored to him. N. Zaman said they reinstated it last week. M. Fultz asked about getting signatures for the purchases. N. Zaman sent an email to the new Vice President for Business and Finance and she agreed and forwarded the recommendation to the individuals with the P-Card, so that took about 2 -3 days afterward. M. Fultz said he was concerned because things like that Ether has been waiting for a signature for over a week. N. Zaman said that is a signature issue. M. Fultz said the P-Cards may be on, but without the signatures, we cannot buy. N. Zaman said that is a work in progress, but he will work on it next week.

M. Seyedmonir asked about the areas that are contributing to this debt, some that were well beyond the redline, have any been identified? F. Vaughan said his understanding is that President Pride has really tightened the reins on spending, but it will be the best interest of the university. But he cannot point to specific programs or allocations.

T. Kiddie asked why there was such a big turnover in the BOG in the middle of the school year. F. Vaughan said he cannot explain, but he can report. K. Dooley is no longer a member of the BOG. I. Flores is a graduate and local finance manager is now a new member of the board. L. Raines is a graduate of WVSU, coached basketball, member of the W Club is a new member of the board. J. Buchanan is back as the Staff Representative for the BOG. J. Barnes-Pietruszynski asked if R. Kendrick left. F. Vaughan said R. Kendrick has resigned.

T. Ruhnke asked if A. Smith and B. Lipscomb were still on extended service for the BOG. F. Vaughan said B. Lipscomb stepped down, but A. Smith is still on the BOG and he nominated her for secretary of the BOG. T. Kiddie asked why there was an open position. F. Vaughan said because K. Dooley left the board. This summer the BOG will elect a new executive committee.

M. Seyedmonir asked how Lester Raines was taken into consideration to be selected for the BOG. T. Ruhnke said those are Governor appointments, so people can be nominated to serve or show interest in serving, but those particulars may be different for each individual.

**ACF**

B. Lander shared her screen that indicated the WV Higher Education Faculty Issues for 2020-21. She said that because of COVID-19, virtual meetings, and so much up in the air of how we are going to deal with the legislature, so we have not printed or may not print a brochure this year, but will have a virtual one. They are still discussing wording, but these are the six priority areas.

They decided to put as the first one something they thought the legislature, the governor, Senator Manchin, and Senator Capito would all be behind, which is doing something to improve broadband for the state. This is essential for virtual and online classes we are teaching and is essential for the economic development of the state.

Second one is to tout how higher education, basically turned on a dime, on adapting to COVID. There is some quibbling on whether or not we should mention protecting the health and education of our students and faculty. She is not meaning to quibble about the words, but some institutions want them put it, so if you want them put in, let her know.

Related to the first one, but the third one is that the institutions need more support to make sure IT is up to snuff at what they are doing and have faculty development, preferably getting funding from the state for trainings for faculty and staff.

Fourth is that mental health is an ongoing issue, but is worse right now with COVID for students, faculty and staff.

Fifth get legislature on record that they support globalization initiatives for higher education. Not many states have resolutions about this, but Ohio passed one not long ago, so one of the members thinks this would be really good. HEPC is behind globalization and getting more foreign students now that we have an administration with a different attitude toward student visas.

Finally, this is the one that has gotten some discussion because, some are saying, what does the legislature have to do with this. The sixth is to promote the idea that there is more transparency in campus governance, especially to have some kind of evaluations of the BOG, maybe not the individual governors, but the functioning of the board as a whole and also for all administrators at the Dean level or higher. One of the versions said students, another version did not say students, so there has been discussion on whether or not students should be involved. She thinks we should hear from all stakeholders to have a more transparent process. But the legislature does have some control over that process, they might not, but they have given BOG members more autonomy rather than less, but they might say if you want more autonomy, you need to be evaluated in a more transparent way. In addition, these priorities are not just for the legislature, but also for HEPC and the BOG.

Those are the current wording, but that might change a little in relation to whether faculty and students are included in an item. She is hoping as a senate, they can endorse these and she can report it to the ACF.

F. Vaughan said as an idea he fully supports evaluating BOG and never thought about it, so he is still thinking through how to do that, but it is a great idea. B. Ladner said someone from another campus said there are students, staff, and faculty representative on those boards, but B. Ladner said it isn’t fair to put those individuals in those situations to evaluate the board that they are part of, that is not the perspective we need. Like when Presidents get evaluated, there are forums and mechanisms for faculty, student, and staff input and it would probably be no more than that, but it would be better than ignoring what those stakeholders have to offer. B. Ladner would like for it to be constructive evaluations.

F. Vaughan said he would oppose evaluating any member of the board, but the BOG as a whole would be fine. B. Ladner said it could be done with surveys or focus groups. F. Vaughan said we would need to determine what the standards are and the criteria. B. Ladner said HEPC may be able to help with this because they train new board members, so there would be some expectations in place. F. Vaughan said there is training, but it is not extensive. B. Ladner said it is a starting point. F. Vaughan said the BOG operates based on the information given from administration and what is in the public.

M. Fultz said the BOG was asked to send a representative to Faulty Senate, but have not done so. If they want to know more, these meetings are open. F. Vaughan said he sent an email yesterday letting them know when the meetings are scheduled. B. Ladner said B. Lipscomb came once. F. Vaughan said C. Jones came once.

B. Ladner asked what are people’s responses on the issues of faculty and staff evaluations of administrators. F. Vaughan said he has a form in his office that is a few years old regarding faculty evaluating chairs, deans, and administrators. B. Ladner asked about the status of the form. F. Vaughan said the form is complete, but needs updated because it was created 5 or 6 years ago, but the policy to allow that was not adopted. So without a policy, you cannot do it, he tried to make the argument, but he will get with B. Ladner next week.

R. Ford said the evaluation of the BOG and administrators is fair since we are all evaluated as professionals, the point can be made, why are they not evaluated. To the point of individuals on the board, we are not evaluated as a department, we are evaluated individually. How can they stop us for evaluating them? B. Ladner said that is a good point, we could provide comments rather they pay attention or not.

M. Fultz said there is a BOG policy talking about how administrators are being 10% more effective, how do they do that evaluation, how are they making sure that administrators are being 10% more effective? F. Vaughan said he is not sure who came up with that language, but the BOG does evaluate the president on a yearly basis, but he is not involved in that process and he does not think he should be except as a faculty member. B. Ladner asked why not. F. Vaughan said he thinks it is a conflict of interest, but if the faculty want, he will try to get involved in the process. B. Ladner said toward the end of President Carter’s presidency, there was a periodic evaluation of him where there was a forum for faculty to talk to somebody, not sure if it was a BOG member, to express what they thought the president did well and areas that need improved. She said at that time, even though it was supposed to be anonymous, there were fears that it was reported back to the president, but she does not remember there being anything that substantive. Maybe the other presidents have not been here long enough to get a periodic evaluation. T. Ruhnke said there has been evaluations by faculty, but the thing with Dr. Carter, there was a committee and they took comments and had an open meeting, but he was the only faculty member that showed up. B. Ladner said that may have been an earlier time because she was at a meeting where C. Ledbetter was there. T. Ruhnke said that would have been earlier, this one was with S. Banks and P. Shaffer. M. Seyedmonir said he remembered when R. Ford was the Faculty Senate Chair, we had one for Hemphill, M. Fultz was there and several other people board members were there interviewing faculty senate members, but we did not have one for Jenkins.

T. Ruhnke moved the motion to approve these AFC issues and J. Barnes-Pietruszynski seconded.

F. Vaughan asked L. Good if there was something she wanted to add. L. Good said we are evaluated and we are to use that data to see where we are deficient and where we can make improvement. F. Vaughan said to keep in mind members of the BOG are unpaid, volunteers and the ones who are working lose a lot of money to attend board members. J. Barnes-Pietruszynski said these individuals do get political capital and something for their resume. B. Ladner said that one reason not to push for the evaluation of individual BOG members at this point is it is difficult to know outside of the BOG how a particular BOG member is functioning. T. Ruhnke said if we are going to move forward with evaluation, the key is to make it useful for the board and the institution. R. Ford said he agreed and he did not say the thing about assessing individual BOG members, so much to say we should do that, but more to say, we are not pressing the bounds of propriety. T. Ruhnke said in terms of concerns about any individual BOG member or even the BOG in general, if you want to critique the BOG, you need to show up at some meetings, because he would be hesitant to write something because he has not been in that process. J. Barnes-Pietruszynski said we can collect information anonymously in one place and give it over, like we did with the presidential search.

F. Vaughan said the BOG will meet within the next couple weeks to approve the bonds and the regular scheduled meeting will be April 15.

**EPC**

M. Pennington said there was one proposal from the Chemistry program, which was a change to the Applied Chemistry option. M. Fultz can correct, but due to various circumstances, there were some courses being substituted as electives, so they wanted to add an elective course to that list. It was discussed in the proper meetings and signatures were attached. Since there was only one, it was sent out electronically, and there was a quorum of voters and a response to the request, so there was no dissent. The motion passed, he signed the paperwork, and sent it forward.

The EPC deadlines will be Feb. 19 for the Feb. 26 meeting; Mar. 19 for the Mar. 26 meeting; and Apr. 13 for the Apr. 23 meeting.

J. Barnes-Pietruszynski said there will not be a Faculty Senate meeting in May because the semester is over. The General Faculty Meeting will be April 21.

B. Ladner moved to accept the report from EPC and T. Ruhnke seconded.

**FACULTY AWARDS**

M. Fultz said the deadline is one week from today. He has a few nominations, but he hopes there are more coming. Nominations go to facultyawards@wvstateu.edu M. Fultz said it is an easy process to nominate someone.

J. Barnes-Pietruszynski said to remind people this award is coming up soon, so make their nominations.

F. Vaughan asked when the winners will be announced. M. Fultz said at the fall General Faculty meeting. F. Vaughan said he thinks it would be beneficial for these winners to meet with the BOG for 5-10 minutes. J. Barnes-Pietruszynski said that was a good idea. M. Fultz asked if we needed to make the suggestion to Bryle Henderson-Hatch. P. Carney said she thought you would have to contact the Chief of Staff.

B. Ladner asked F. Vaughan if she should talk to the BOG as ACF representative. F. Vaughan said the ACF and the Chair of Faculty Senate should present to the BOG at least once a semester. B. Ladner said she is required once a year, but she has only done it once. D. Thomas only wanted B. Lander to present to the Academic Policy Committee, but the ACF goes beyond academics. F. Vaughan said the committee structure of the BOG has changed, so it would be appropriate for B. Ladner and J. Barnes-Pietruszynski to present at least once a semester.

J. Barnes-Pietruszynski said for B. Ladner to send an email and let B. Henderson-Hatch know that she is required to present ACF information pursuant to WV Code. F. Vaughan asked her to cc him on the email.

**NEW BUSINESS:**

**IRB**

M. Fultz showed the faculty handbook in regards to the IRB committee. The members are supposed to serve a three-year term. At the end of that term, Faculty Senate need to nominate someone, but there are no term limits. Three years ago, M. Fultz, A. McConnell, and C. Perdue were nominated and those terms are up. Faculty Senate needs to collect names for people who want to and are willing to serve and the Executive Committee will review those names and make recommendations to the President. The IRB is supposed to be made of a diverse group of individuals. We try to keep multiple people from the same department to serve, but it is expressly said that someone from Social Sciences and someone from Natural Sciences should be on the committee. We are looking for Arts & Humanities, Business & Social Sciences, and Natural Sciences & Mathematics to be on the board. C. Perdue and A. McConnell, are both willing to serve. College meeting make nominees and provide to J. Barnes-Pietruszynski, so Executive Committee can make recommendations to the President.

We also need a second WVSU community member, but the DHHR says we only need one. M. Fultz said this cannot be an alum, student or someone affiliated. One member is a child psychologist from CAMC. Based on submissions, education is the largest area. His recommendation is to select someone from education within the action research area since they are familiar.

The handbook needs drastic revisions in the IRB category since we have our own internal legal counsel, but there are a lot of issues because it is not up to national standards. K. Steele said there are several working on that, so M. Fultz would be welcomed to help edit this handbook.

J. Barnes-Pietruszynski said senators go back to their colleges, and bring back nominees.

Three colleges need direct members and CPS needs the community member. P. Carney said she would work on that with P. Wilson. M. Fultz said to make sure they are not directly affiliated with the university.

J. Barnes-Pietruszynski will gather the list so Executive Committee can recommend them to President Pride.

B. Lander asked for clarification this says we are just giving them names for them to select from, but it was the Research and Development Board that we were voting on who we wanted specifically to recommend. M. Fultz said that is correct.

M. Fultz said one thing, I am following the handbook and one thing I am trying to change the rules. M. Fultz said he would even go to college meetings and explain if needed.

**COMMUNICATION – ACADEMIC CHANGES/SUPPORT OFFICES**

J. Barnes-Pietruszynski said there are several issues with financial aid. She indicated there is a rule form the 1990s that has never been enforced at WVSU. M. Fultz asked whose rule. J. Barnes-Pietruszynski said US Department of Education.

Financial aid did not have updated catalogs or curriculums, so they are trying to determine how to make that communication easier. J. Barnes-Pietruszynski said MyDegree needs to be updated.

J. Barnes-Pietruszynski asked for suggestions. L. Good said R. Kendrick asked for updates for Health Sciences, so he took it year by year to make sure the changes were correct.

N. Zaman said he Googled financial aid and found there is a 150% rule which he understands that a student can take 150 credit hours toward his/her program, but to go beyond that, they are not eligible for financial aid.

J. Barnes-Pietruszynski said that is one of the rules, but there is an older rule that was not enforced until recently, but says student cannot receive financial money for courses not on the degree path.

T. Kiddie said what about electives. B. Ladner said they have been told in ACF that at some of the institutions it really only becomes an issue in the last semester, because if a student took elective courses earlier and they only need 1, 2, or 3 major courses that are on their degree, they cannot get full time financial aid.

T. Ruhnke said that punishes the student that has done all the right things. Asked Chairs and Deans if they were aware that they were reinterpreting this rule. All on the call said no. N. Zaman said he learned from his secretary who is taking classes here. T Ruhnke said that students should not be telling chairs and deans about the policy changes at the institution. B. Ladner said she is not positive, but when this first came up in ACF, she sent an email to who she thought was in charge of financial aid, but did not hear anything. B. Ladner said another problem is that the WVSU directory is out of date.

J. Barnes-Pietruszynski said this was not the school policy, it was more on the federal level. B. Ladner said they still need to communicate that tot the faculty. T. Ruhnke said there is probably a reason that this rule was not enforced, but if good advising guides the student to a good outcome, you can use something like this as a backstop when you have incorrigible students who do not listen to advising. However, at the end of the day the 150 rule is the ultimate backstop that every student can understand, but then to apply the rule like this means you are micromanaging not just what institutions are doing, but the individual faculty are doing when they are advising.

B. Ladner said if you knew about that rule, you could advise your students appropriately. One semester 12 hours and one semester 12 hours of their senior year. T. Ruhnke said there are some semesters where a student cannot put together a schedule for all classes that count because they have run out of General Education courses or something, but has to be full time, now they have to pay out money because of the way the courses fell on the schedule. B. Ladner said she thinks it used to be full time or half time, but she is not sure about financial aid, so she doesn’t like to answer student financial aid questions, but she believes they will prorate it during the last semester. T. Ruhnke said for students who have scholarships that require them to be full time, like Promise, you need to be full time. M. Fultz said Promise Scholarships require 30 hours per year. L. Davidson said she has a student who was registered for 15 hours as required by the Promise Scholarship, but only needed 9 hours to graduate. This student received a letter from financial aid saying she was taking too many courses, so L. Davidson contacted financial aid and was advised that the student could drop 6 hours and only take the 9 hours in the final semester, but could retain her Promise Scholarship.

B. Ladner said that would be nice if they would have told us all that kind of thing. J. Barnes-Pietruszynski said those are issues that we need strong communication between those departments, particularly financial aid, registrar, etc. Because when things like that happens, that could be a retention issue. J. Barnes-Pietruszynski said we need to figure out whether these departments are receiving curriculum changes. L. Davidson asked whether the Academic Catalog online would reflect the program curriculum. J. Barnes-Pietruszynski said yes, but they may not have been updated.

B. Ladner said all EPC data goes to the Registrar Office to make those changes.

J. Barnes-Pietruszynski said that part of the problem is that we do not have a Registrar. Donna Hunter is back filling in until we can get a new Registrar hired. There is a long history of issues in these offices and everyone here knows it, but you would rather handle the problem, because sending a student to one of these offices can be dicey. J. Barnes-Pietruszynski said she does not like sending her students to these offices because she knows how they will be treated.

T. Kiddie said the online catalog is not updated. J. Barnes-Pietruszynski asked who is in charge of making those changes. B. Ladner said it used to be the Associate Provost. T. Kiddie said that was when the Registrar was under Academic Affairs. P. Carney said they have been talking about this at their Deans meetings and with her chairs, that we need to get catalog changes, but she is not sure what system they will use this year. P. Carney said she would talk to Donna Hunter.

T. Ruhnke said the faculty are responsible to update the curriculum. J. Barnes-Pietruszynski said it is not a problem with the curriculum, but it is with these offices are saying they have not received them. T. Ruhnke said he does not want to put a bunch of work on Paige, but she is essentially the working officer, he thinks, to make sure the Registrar has this information. P. Carney said she realizes that DegreeWorks is not accurate, but they also need to have the Degree Map and Curriculum Sheets to ensure it is accurate, but she will follow up on that next week. J. Barnes-Pietruszynski asked who updates Degree Works. P. Carney said that is in the Registrar’s Office.

F. Vaughan said maybe we need to go back old school. J. Barnes-Pietruszynski said going back to pen and paper. F. Vaughan said quit holding students hand and teach them responsibility for themselves. J. Barnes-Pietruszynski said your job as an advisor is to guide the students on where they need to go. F. Vaughan said to teach them the first or second year, but he also explains to them what they need to accomplish to get the degree and how they need to advise themselves.

K. Steele said the issue is not advising, but communication. J. Barnes-Pietruszynski said maybe it’s a policy for a repository so everyone knows who needs to get that information.

P. Carney said that policies are at the top of the list, so there are several working on policies. There is a new policy template. J. Barnes-Pietruszynski said she wants to streamline the process.

B. Ladner said there should be a procedure for making sure DegreeWorks is updated, so they can make the changes and have them be effective for the next year when the forms come to the Registrar’s office.

T. Kiddie said to have an open draft, but as changes come, update that draft immediately and not wait.

B. Ladner said on a slightly different topic, there is a Word version of the faculty handbook on the drive that J. Barnes-Pietruszynski has shared with the volunteers who are working on updating the handbook.

**FACULTY GOALS**

J. Barnes-Pietruszynski said she met with President Pride and she would like the faculty to think about where they want to go, what does the faculty want to see happen? Things that faculty can do to improve retention and graduation rates, faculty development, etc. what types of things would faculty like to do at the university?

B. Ladner said FACET. J. Barnes-Pietruszynski asked how do we see FACET, would it be something like conferences, research, grants, collaboratively or inter-disciplinary projects.

M. Fultz said grant writing is a good idea. T. Kiddie said it would also help us with online pedagogy or session on writing objectives.

J. Barnes-Pietruszynski said you are right. T. Kiddie, but students like the option of live streaming and asked if we would keep this in some way. J. Barnes-Pietruszynski said this may be something that could appeal to some students.

F. Vaughan said something we need to work on with online streaming is student to student interaction. T. Kiddies said he sees in the online course that more students are not engaging with the professors.

J. Barnes-Pietruszynski said how are we going to appeal to our students? How can we use online pedagogy to appeal more to students, which goes hand in hand with retention? What are best practices for faculty?

M. Fultz said we have that technology committee, but we could have someone keep an eye on technology that can be included in the classroom. J. Barnes-Pietruszynski said students are walking out of smart classrooms, into classrooms with a white board, so that can be an issue for students.

J. Barnes-Pietruszynski said she would create a survey and put it in Google Docs asking for people’s opinions on a variety of ideas, so that we can look at what we can do. T. Kiddie said we need some brainstorming. J. Barnes-Pietruszynski said a survey or maybe a breakout brainstorming session may also work.

F. Vaughan said he will help J. Barnes-Pietruszynski with organizing things that faculty would like to work on. F. Vaughan nominated S. Collins as a third person to help. S. Collins agreed. F. Vaughan nominated C. Clark and C. Clark also agreed.

J. Barnes-Pietruszynski said the President wanted us to look at things that we would like to change or need to be updated. Something like the curriculum being updated and in one place. Communication between departments.

**OLD BUSINESS:**

**COVID UPDATES:**

M. Seyedmonir asked about COVID results. J. Barnes-Pietruszynski said it is supposed to be updated on the Dashboard on the website. T. Kiddie asked where is it located. J. Barnes-Pietruszynski said it is under COVID-19 information. M. Seyedmonir said he was hoping that we could send something to the new coordinator, who is covering for Davenport, to know whether they are still testing. J. Barnes-Pietruszynski said they are doing surveillance testing.

L. Good showed her screen illustrating the COVID-19 test results.

T. Ruhnke asked if she had heard anything about vaccinations. J. Barnes-Pietruszynski said the State of WV is in charge of distributing vaccines. The State asked every university to provide a list of faculty and staff who would want the vaccine, which was the survey sent out in December. If the State of WV asks for more numbers, WVSU will do another round.

T. Kiddie said last week when the Governor signed up, received a call yesterday to get the vaccine.

J. Barnes-Pietruszynski said someone asked why WVSU did not sign everyone up. The university is not going to sign you up for a medical treatment without your permission.

**BUDGET**

J. Barnes-Pietruszynski said we heard the BOG presentation, where we are, where we are going. As far as Phase 2 with pay cuts, J. Barnes-Pietruszynski said those decisions will not be made until after the Spring 2021 semester. F. Vaughan said until we receive enrollment, revenue number for Fall 2021, if salary reductions come around, they will start at the top, the administration, deans, higher paid faculty. J. Barnes-Pietruszynski said there is a scale and the plan is to do everything before they cut salaries.

J. Barnes-Pietruszynski said the new finance person seems to be on the ball. M. Bhuiyan said from his assumption most faculty salaries are under $75,000. J. Barnes-Pietruszynski said the maximum amount of salary cuts could be 10%, but there are additional things that are going to happen before we get to that amount. M. Bhuiyan said Ferrell Hall is telling students that faculty can do things that they cannot do. C. Clark said this is an ongoing thing.

F. Vaughan said generally if students are getting the runaround, let him know. J. Barnes-Pietruszynski said they Provost and the President are encouraging you to go through chain of command, but let them know.

T. Kiddie said a lot issues are with operator sending them to the wrong place, so there needs to be some training there as well.

**CARES COMMITTEE**

L. Good said we met a few weeks ago. She has been gathering materials to get it out to the committee. The committee discussed what we currently do and what we like to do. L. Good talked about Workplace Scorecard with the CDC, so they are updating the score card. In 2018 or 2019, Kellie Toledo and L. Good were trained in Work at Health for a grant that is a work place heath initiative through the CDC and so they had to assess the campus. Now it is time to score the campus again. The first time, we did not score very well, but we have made progress with the small initiatives that we have been doing. Nothing we have been doing was university supported, it was our own initiative. We want to assess our community and see our score card and see what faculty and staff want to see wellness wise on campus and once we have all that data, we can prioritize the needs and wants and gather administrative support so we can get that campus centered initiative that we want to see. The first step will be assessment, she has saved PDFs from the CDC and will get that to the committee to review. She has started a survey assessment for faculty and staff and then will get that to the committee for feedback. From there, they will get it out and start collecting data.

Kicked off the Spring Wellness initiative, events and activities will be virtual.

M. Seyedmonir asked if it included retired faculty. L. Good said it is for anyone.

F. Vaughan said would it be appropriate for us as an institution to reach out beyond our communities, hospitals, nursing homes, etc. L. Good said that would be great, but the prizes would only be for WVSU faculty and staff, since it is a worksite grant.

**FACULTY HANDBOOK**

J. Barnes-Pietruszynski said we have a working committee that is working to update everything, so it reflective on how we do things now. Step Two is making bigger changes that need to be made.

P. Carney asked if there is a deadline when it needs to be completed. B Ladner said the summer so it could be before the nursing board has its accreditation.

M. Fultz moved to adjourn and E. Lomax seconded the motion at 4:05 pm.