

**Minutes  
Faculty Senate Meeting  
Hamblin Hall Auditorium  
February 6, 2015  
1:36 p.m.**

- I. **Call to Order:** The Faculty Senate Meeting was called to order by Senate chair, Dr. Tim Ruhnke at 1:36 p.m.
- II. **Reading and Approval of Minutes:** Minutes from the previous Senate Meeting were read. **Motion to approve the minutes carried.**
- III. **Reading and Approval of Agenda:** Under New Business, a pathway for approval of the General Education curriculum will be determined. Library and Cultural Activities have asked to postpone their report. Program review submitted a written report. **Motion to approve the agenda as amended carried.**
- IV. **Comments from the Chair:** New Xerox copiers have been placed in Hamblin. Faculty members will need networking instructions as this replacement process goes forward. The use of A#'s may be an issue. Dr. Jayasuriya will take this concern to Melvin Jones. Dr. Guetzloff said A#'s can be removed from printing jobs, but it is time consuming. Several faculty members asked why a code couldn't have been used instead of A#'s.
- V. **Reports:**
  - a. **President Hemphill:** Dr. Hemphill thanked those that participated in the Retention Summit. There are areas that are working well and areas that need improvement.

Legislative Agenda: OASIS – a bill has been introduced to exempt higher education from this. There is only one sponsor at this point. Even if it is approved WVSU will still need to develop or buy a system if we don't use OASIS. This will be expensive. WVSU can stay with OASIS, put funds together to build our own system, or turn over our information to a bigger school and buy their services to manage our HR, etc. We will need to see what the outcome of the bill is and the cost for the other options to determine how to move forward.

We are getting a great deal of support for permanent funding related to the separation with the CTC. We have asked for one million dollars. We have received \$1.2 million overall and other schools have received \$12 million since the split.

Several members of the University, including the President, visited several schools in Mexico and signed agreements related to research and ESL. They met with several government leaders responsible for Project 100,000. This is an initiative Mexico has to send 100,000 students and faculty to the U.S. to participate in ESL programs. WVSU submitted its proposal yesterday and has requested 245 students and faculty for the June 1 start date. We will know the

results 45 days prior to the start. We have asked for 1,050 overall for summer and fall to come for 4 week sessions. We will be meeting with a contact in Brazil on Monday and will continue to look for additional partnerships. This program will help WVSU culturally, and from a revenue standpoint. Some participants will chose to enroll here. We wouldn't have this partnership without the work of Dr. McMeans and Dr. Toledo, who led us in this initiative, and faculty who have participated in research with us for years. We are in the process of hiring certified instructors. There will be a portion that will benefit the University financially after all fees, housing, food, etc. has been paid. Faculty will be hearing from Dr. Toledo because he will be taking a team of four faculty members to some of the schools in Mexico. Please review their research online.

- b. Provost Jayasuriya:** Dr. Jayasuriya added thanks to those who attended the Retention Summit. The information reinforced ideas that fit our campus.

ESL will be a game changer for WVSU. If you have questions about space utilization or anything else please let him know. He will be doing a space utilization report.

Please thank Dr. Shaw regarding the activities developed for Black History Month.

Program review –It is time to review the program review process and provide faculty with training. Dr. Jayasuriya will be calling a meeting on the 27<sup>th</sup> to discuss this.

It is important to move forward on General Education. Deans are holding the schedule.

Dr. Guetzloff asked if he wanted to comment on the retroactive grade change. Dr. Jayasuriya said there is no retroactive grade change or withdraw policy. The Deans are charged with developing a process. If a student asks for a retroactive withdraw the student goes to the Dean to complete paperwork and then all Deans will discuss this. The faculty member has to agree with what the Deans want to do. He said of 9 requests only 1 was approved.

- c. EPC (Fultz):** Last month 13 proposals were received. Some were pulled to make additional changes. If you look at the form a request can impact another department. Should the impacted departments be allowed to comment on this or just be informed? The form includes financial implications to the University. There was debate about how this information is listed. Dr. Harper said it's meant to capture as many implications as possible. Dr. Harris said there are always financial implications.

**Motion to accept report (Harris / Ray). Motion carried.**

In terms of the level of scrutiny applied by the EPC to submissions, it has varied from being lax to highly micromanaged. Dr. Ruhnke's concern is that if in general, the EPC is too judgmental in terms of curriculum decisions, departments/programs won't submit for changes. It is important to be mindful of keeping a proper balance.

- d. **ACF (Ford):** The ACF is keeping up with the status legislative bills. Remember we represent higher education in the community. Transferability from 2 year to 4 year institutions can be viewed too simplistically, and can put us in conflict with our 2 year counterparts.

Dr. Hemphill said the teacher certification bill can impact our teacher education program and impact the preparation of our students.

- e. **BOG (Guetzloff):** The Board was impressed with the faculty presentation and with the students. One comment was the wireless wasn't working well in the residence hall. The Classified Staff meeting was very somber. The President and BOG Chair tried to convey that staff reductions weren't going to happen every week. This meeting has evolved over the years. It's clear the BOG is engaged. It is written into code that West Virginia Higher Education governing boards must have these meetings. Dr. Hemphill said we have active board members, but they do not involve themselves in the day to day operation of the University.

We have had a hard time projecting our income from tuition. When we get the collaborative students they are paying less than a regular student. We are making an internal 3% reduction. Dr. Jayasuriya states that there are over 100 Collaborative students and Kanawha County Schools pay a flat fee for each student.

Students with non-payment issues sent to collections. We should never spend more than we bring in. We are looking at revenue and expenditures and are tightening. There will be no layoffs or reductions in Academic Affairs.

- f. **Program Review (Anderson):** A written report was submitted.

**Motion to accept the report (Alderman/Fultz). Motion carried.**

Dr. Ruhnke said the Program Review Committee reviews the reports submitted by programs and then they go to Academic Affairs, then to the BOG.

Dr. Jayasuriya said the Board may request a follow-up. He sends any follow up reports to the committee as a point of information. Dr. Ruhnke said, for clarification, once the committee has made a judgment on program's review

documents, there isn't any further approval needed for the Program Review Committee on the follow-up.

## VI. New Business

- a. General Education Pathway.** In Dr. Ruhnke's opinion, at the December General Faculty Meeting, there were many faculty members in favor of adding a wellness component to the final proposals. Dr. Vaughan said the General Education committee put a lot of work into the two proposals we have before us.

### **Motion to add three credits of HHP to both plans (Ford/Harris).**

Dr. Guetzloff asked where this will leave us credit wise. Dr. Jayasuriya said Education said they can handle 33 credits. Dr. Ruhnke said Education is the only department that will have a concern with this. Dr. Pietruszynski said Education has a different general education to meet their requirements. Dr. Jayasuriya said it's a problem with HLC if departments have different General Education requirements. Dr. Ruhnke said in January he saw a clear majority of faculty in favor of a health/wellness requirement. Dr. Jayasuriya said the General Education Committee put effort into this. He suggests picking one and tweaking it. Dr. Ruhnke said the FYE is now a one credit course. It is in both plans but doesn't achieve the goals the current class has. If we hold our HHP at 2 credits and FYE stays at 1 the hours do not change. Dr. Pietruszynski said all of this was discussed in the committee. The idea is we find a way to add the FYE content into a course. Dr. Vaughan said the committee has tried to put forward good proposals. We are cherry picking the changes we are putting forward. Dr. Ruhnke said we wouldn't be having this conversation if it wasn't brought up in the General Faculty meeting with interest to include this. Dr. Pietruszynski said we can use assessment to determine deficiencies. Dr. Ruhnke said he was concerned that a single department wasn't included in either proposals. All others are. We will tag on the FYE. Dr. Fultz said at the Retention Summit it was decided the faculty will design this class and put it before EPC in the fall. Dr. Fultz asked what the difference is from the way we are currently teaching HHP to make it a 3 credit hour course. Dr. Pietruszynski said Dr. Settle wants to update the course to make it more of an academic focus on wellness. The General Education Committee decided against adding it in. Dr. Ruhnke said in our current FYE we are trying to familiarize our students in the ways of WVSU in a single credit. Dr. Harris said we should consider wellness because the faculty expressed a desire to include it. Dr. Vaughan said we should focus on students and not be concerned about a single department. Dr. Marrash-Minnerly said she wasn't comfortable voting on a specific credit amount. Dr. Seyedmonir said add another motion to send to faculty to vote for option A or B and should we add an additional of a wellness component to the curriculum. Dr. Harris believes the faculty have already make their intentions clear in the General Faculty meeting.

Dr. Ford said to add a wellness component to both plans.  
Dr. Ruhnke called to question. In favor 8 – opposed 5. **Motion passed.**

Dr. Ruhnke said FYE will be sorted out later.

Dr. Pietruszynski said the courses currently in General Education will continue and then show how the competencies will be covered. The General Education Committee will need to assess courses to see if they fit and then send to EPC.

The FYE will have a committee to prepare paperwork on this. General Education will submit paperwork on all others.

Dr. Ruhnke proposes paper ballots with associate numbering to provide for proper accounting of the votes. Voting will occur in teaching buildings with people to conduct the vote on specific dates. Dr. Jayasuriya will have a list of names for a master check list. Dr. Ruhnke asked who is eligible to vote. Dr. Vaughan said faculty who teach on a regular basis. Dr. Ruhnke said this would not include counselors or research faculty. Department Chairs will prepare the list of eligible voters. Academic Affairs and Executive Committee will review the list as well.

**Motion to allow temporary full time, tenure eligible, and tenured faculty to vote (Seyedmonir/Harris). Motion carried unanimously.**

Dr. Ford said he would like some clarification from Jeff's plan. Will any IDS course be approved by the Department and College of that program? It should be clear the Department's are responsible for vetting faculty.

Dr. Pietruszynski said the IDS will be created by the faculty involved. Then if General Education approves it the proposing faculty will take it back to the Department and then move forward with the process.

Dr. Ruhnke said if Academic Affairs can help with the election that would be great, but if not the Senate or Senate Executive members will be there. The Provost office will hold the manifest of eligible voters.

Dr. Harris asked if General Education can provide clarification, and Dr. Pietruszynski said yes. Dr. Ruhnke said the college vote would be largely pro forma unless it has a big impact on the whole College.

VII. **Adjournment:** There being no further business or announcements, **a motion to adjourn.**  
**Motion carried.**