

**Minutes
Faculty Senate Meeting
Hamblin Hall Auditorium
1:30 p.m.**

- I. **Call to Order:** The Faculty Senate Meeting was called to order by Senate chair, Dr. Tim Ruhnke at 1:41 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:** **Motion to approve the Agenda carried.**
- IV. **Comments from the Chair:** There were no comments from the Chair.
- V. **Reports:**
 - a. **Provost:** The Provost provided a written report.
 - b. A motion was made to go into executive session (Fultz, Harris). Motion carried. The executive members heard the report from Retention Committee (McCoy). A motion was made to accept the report (Harris, Ray). Motion carried. The executive members heard the report from Promotion & Tenure (Dr. Wallace). A motion was made to accept the verbal report (Harris, Ray). Motion carried. A written report will be given to Dr. Ruhnke at a later date. A motion to leave executive session (Fultz, Vaughan). Motion carried.
 - c. **EPC (Dr. Swindell).** Dr. Swindell submitted a written report. A motion was made to accept the report (Harris, Marrash-Minnerly). Motion carried.

Dr. Whitehead said the deadline to submit changes to the catalog was in February. Dr. Ray said the plan is to implement changes in her program for Fall, 2014. Dr. Ruhnke requested for special dispensation to include changes for the 2014 catalog. Dr. Whitehead said it's not an issue of implementation, but the changes may not be captured in the catalog.

A motion was made to accept the report (Vaughan, Marrash-Minnerly). Motion carried.
 - d. **BOARD OF GOVERNORS (Dr. Guetzloff).** Dr. Guetzloff provided dates for the following: Commencement May 17, Annual Staff/Faculty Lunch June 25, Alumni night at Appalachian Park August 22, and Homecoming October 11.

BOG Policy 61 – Dr. Guetzloff stated that he thought that this policy is trying to do too many things in one policy. It is out for comment. It includes policies concerning hiring of the President, evaluation of the President, and a grievance

procedure against Board members. He asked for item number 6 of the policy to be removed, but it wasn't. Dr. Ruhnke said we may quibble with the language of the policy, but we need something to measure performance.

Dr. Guetzloff said Mr. Susman is trying to determine if elected slots (faculty, staff, student) are exempt from possible removal.

Dr. Fultz said the comment periods for proposed BOG policies are very important, and that based on four people commenting on the proposed travel policy, it was changed significantly.

HEPC Compact – Dr. Guetzloff said Board has authorization to change the compact. They approved a math rubric. Dr. Zaman wants to hire a full-time person to work in a math lab.

Dr. Guetzloff also pointed out class size. Dr. Guetzloff voted against compact because of that. He also reports the number of students in RBA has dropped. The Board wants it to be nurtured to increase student numbers.

The BOG travel policy will be reviewed again. Until there is a BOG travel policy, all current institutional policies will be followed.

Equipment purchases over \$5,000 need to be itemized.

Dr. Guetzloff voted no on the tuition and fee increase. He reported that there is a \$22,000 reserve – the budget is very tight, and that gas well money will help. WVSU will also charge OASIS for parking.

Commuter fee – we lose \$40 a semester because we charge \$260 and Thompson charges WVSU \$300. This year new students will be charged \$270.

VI. Old Business

- a.** Purchasing policy (Richards, Harris, Marrash-Minnerly). This group will meet with Dr. Stuart and Mr. Jones to discuss a standard issue policy to reduce paperwork and increase timelines. Dr. Guetzloff said Mr. Jones signature isn't required for purchases less than \$500.

VII. Election of Officers: Election of Senate Executive

- a.** Chair – Dr. Ruhnke was nominated (Fultz, Vaughan). Vice-Chair – Dr. Harris was nominated (Marrash-Minnerly, Vaughan). Secretary – Kellie Toledo was nominated (Harris, Vaughan). Historian – Cat Pleska was nominated (Vaughan,

Ray). A motion was made to close nominations (Fultz, Martin). A motion was made to elect entire slate of candidates (Vaughan, Richards). Motion carried.

VIII. New Business:

- a. Online and Distance Education (B. Seyedmonir).** Ms. Seyedmonir said the Online and Distance Education Advising Committee has been reviewing other institutions policies, and now this committee is presenting a policy for WVSU. This has been reviewed by Deans Council, WVHEPC and others.

Dr. Ruhnke suggested the description of Web 10 be expanded.

Dr. Alderman asked what was meant by an internal review? Ms. Seyedmonir said the review is completed by the Advisory Committee for classes that are 80-100% online. The class is taught four times and then it goes to Quality Matters. Implementation starts in Fall, and the content readiness check is waived for this fall.

Dr. Zaman asked if it's 30% online does that mean activity or course material? Ms. Seyedmonir said that means 30% of class time needs to be online meetings. A motion was made to adopt the policy with clarification of web 10% (Martin, Alderman). Motion passed unanimously.

- b. English Writing Center (Pleska):** Cat Pleska submitted a rationale to fund the Writing Center. She expects the center to increase in student visits with the 020 students required to use the Center as part of class. She said the Center is directly related to retention and degree completion in also part of compact. A majority of the Centers financial support is through EMSA Title III allocation and an AmeriCorps member.

Dr. Harris suggested Ms. Pleska craft a resolution for General Faculty on May 13 at 1:00 in Wallace 122 regarding this issue.

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