Minutes of the Faculty Senate Meeting on Friday, September 2, 2016

Hamblin Auditorium, 1:30 p.m.

Present: Chair R. Ford, Vice Chair R. Baker, Secretary T. Alderman, Parliamentarian J. Magan, D. Wells,

 O. Banks, M. Seyedmonir, E. Waugh, M. Ray, F. Hailou, J. Pietruszynski, M. Fultz, D. Johnson.

 T. Guetzloff—Faculty Rep. to BOG

Guests: Interim Dean R. Wallace, Dean P. Carney, Interim Dean N. Zaman, K. Cobb reporting for Faculty

 Scholarship Committee, Provost Jayasuriya

1. The minutes from the meeting in April 2016 were examined, and Prof. Fultz moved, and Prof. Ray

 seconded their approval. Approval was made by voice vote.

2. The Senate Agenda was amended as follows:

 The General Education Committee report was postponed until the October Senate meeting.

 Promotion and Tenure Committee ‘s new version of Annual Faculty Evaluation will be covered under

 New Business.

 The Institutional Review Board’s issues with social science research will be handled under New Business.

 These changes were moved by Prof. Fultz and seconded by Prof. Seyedmonir, with voice vote approval.

3. Comments from the Chair

* Memorial comments for Dr. Don Anderson, recently deceased, were made by several members. Dr.

 Anderson, a retired part-time instructor, stepped in to chair the Chemistry Dept. in time of need and was an

 outstanding professor and tutor for students.

* Prof. Ford expressed his wish that standing Faculty Senate Committees develop goals for the AY 2016-17,

 e.g., Constitution, By-laws, and Faculty Handbook Comm. needs to update the rules and make changes

 to these rules for consistency. Educational Policies Comm. awaits a “charge” to begin to formulate

 procedural policies, such as the role of the subcommittee. Faculty Personnel Comm. needs to look at the

 new Faculty Evaluation Instrument. The students’ initiative to revise the faculty evaluation instrument

 should be followed up on. General Education Comm. is to work on policies and procedures for the “new”

 curriculum. In general, each committee’s policies should be written down and included in the

 Constitution, By-laws, and Faculty Handbook, as appropriate.

* The By-laws state that the Faculty Senate appoints a Senator as liaison to the Senate. This no longer seems

 necessary or sensible.

* There is supposed to be a student representative from the Student Government Assoc. to the Faculty Senate. The new President of the SGA needs to work on appointing such a representative.
* Each dean is to appoint a student to the Cultural Affairs and Educational Assemblies Comm. The chair of the Education Dept. also needs to appoint a student to the Teacher Education Comm.

4. President Jenkins was unable to attend the Faculty Senate meeting.

5. Provost Jayasuriya’s report is summarized as follows:

a. Four 100% online programs have started. While there are only 15 student so far enrolled, he expects this

 number will grow by 50 to 100 for the spring and fall terms. New programs have been promised to

 Learning House/Moodle. He met with Moodle people on Thurs. and can report no complaints from them.

 The summer “lock-outs” were caused by a security device, triggered by a false report of a hacking attempt.

 Prof. Ray requested more training sessions for faculty using Moodle. Prof. Magan questioned whether we

 are placing too much emphasis on 100% online courses, with less emphasis on 30%, 50% courses. Prof.

 Hailou said the complete Moodle training is too cumbersome and wants a full-time question/answer trainer

 available. Prof. Fultz asked whether the small number of students make this new system cost effective.

 How many students will we need to “break even” with the charges to the University? The Provost says we

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 are saving money, and that’s it’s good we stopped using Sakai, since they seems to be going out of

 business. We paid $52,000 for the Learning House connection, vs. a per-student price of $12,000 for Sakai,

 and it will be Moodle’s job to bring more students into the program. BlackBoard charges $60,000. Web

 10% classes are no longer accepted. Prof. Ray asked if individual departments can get some of the fee for

 offering online classes for travel money. This is impossible; fee money can be used only for technology.

b. More than 41 international students are enrolled this fall term on campus, vs. 20 last spring. Soon students

 from China will join the cadre.

c. Prof. Fultz suggested that there be a “all are attending” link on the Faculty Referral menu. Prof. Guetzloff

 agreed. Interim Dean Zaman suggested that the menu should look more like the midterm “D/F” report,

 where the whole roster of students in a class comes up at once.

d. Regarding faculty evaluations from students, the scantron machine is (and has been) located in Hamblin

 Hall, but the personnel there don’t scan the instruments. So Academic Affairs has to send people over to

 process the evaluations. The Provost wants to move the machine to Wallace Hall, and each College will

 send its evaluations over and deal with scanning them. For online courses, Prof. Kiddie has adapted the

 current form. The Provost believes a different form should be used for online courses. Prof. Baker reported

 a snafu with the end-of-term attendance notes and the Financial Aid Office. He wants to know why we

 have to report the total number of hours a student attended.

e. Enrollment of core students went up this fall.

6. Prof. Ladner’s report from the Advisory Council of Faculty was submitted in writing. Prof. Guetzloff

 moved, and Prof. Banks seconded its acceptance, and the motion carried by voice vote.

7. Prof. Guetzloff reported for the Board of Governors as follows: A special meeting was held for the

 Foundation’s upcoming event on the mall, since it will serve alcohol. There were several questions

 concerning the University’s liability in case students get access to the alcohol. The next BOG

 meeting will be on Sept. 16. An air of uncertainty surrounds the next round of budget cuts from the WV

 Legislature.

8. Prof. Cobb reported on the Faculty Scholarship Committee. Only two students per College are currently

 receiving scholarships because we can’t use the principal, only the interest. She is sending a list of the

 criteria and requesting nominations for said scholarships. She stressed that this is not a need-based

 scholarship, rather it is based on students’ academic standing.

9. The report from Prof. Palubinskas for the Honors Committee was postponed.

Old Business

1. Prof. Baker reports that the roster of members of the standing Senate Committees and Senate may be ready

 next week. Student representatives have not all been filled in yet. There is still some question regarding

 the number of Senators per College, since the number of full-time tenure-track faculty has declined in

 various departments.

2. Deborah Wells is the new representative for the Library, replacing the senator who resigned from the Univ.

3. Regarding the schedule for Senate Committees to report to the Senate, the Educational Policies Comm. can

 continue to report monthly, except for Sept. The Honors Comm. can report in October. The Research and

 Faculty Development Comm. shall report in March.

New Business

1. Deborah Wells was nominated to serve as Historian for the Senate. Prof. Fultz moved, with Prof. Ray’s

 second, and the motion passed.

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2. Chair Ford asked if the Office of Academic Affairs has a list of faculty needs for technology and suggested

 that the Deans poll their College faculty to determine what is needed in offices and what is

 needed in classrooms. There is also confusion about who is in charge of the equipment when something

 goes wrong. The I.T. Department needs help.

3. Chair Ford noted that Land Grant’s need for representatives on Faculty Senate Standing Committees has

 dissipated. Prof. Fultz moved, with Prof. Seyedmonir’s second, that Land Grant’s representatives are no

 longer needed on Cultural Activities/Educational Assemblies Comm. but are still needed on Library and

 Faculty Research & Development Comm. The motion passed and goes to the Constitution, By-laws, &

 Faculty Handbook Comm. for incorporation.

4. The issue of an University official policy on taking and reporting attendance was tabled.

5. The issue of a “clean” commencement—i.e., all students who march have finished all requirements for

 graduation—was brought up. It was announced that for spring 2013 students can march if they were

 “close” to graduating. It’s not clear if that policy is still being followed.

6. Regarding the spring 2016 student evaluations of faculty—required for upcoming faculty self-reports—not

 being available, we can only assemble what we have. (This problem has been ongoing for over 30 years).

 Returning “old” faculty can switch to the new faculty evaluation instrument if they wish or use the old

 format. Faculty promoted in AY 2015-2016 have to use the new instrument for promotion, tenure, and

 retention purposes as do new faculty. These committees need to know which instrument/format will be

 used as they assess faculty. The By-laws describe the process for retention, tenure, and promotion, not the

 instrument.

7. Regarding the Institutional Review Board and reviews for social science students, it was reported that no

 faculty on the IRB represent the social sciences. The President appoints the members of the IRB. In

 addition, an “official-looking form” has to be created for approved projects, since the current practice of

 a letter/e-mail may not pass muster with outside groups. The Provost can remedy the issue of

 representatives and the availability of training for faculty serving on the IRB and for students applying to

 have their projects evaluated.

A motion to adjourn was made by Prof. Fultz, with Prof. Seyedmonir seconding, and the motion passed at

3:45 p.m.

Respectfully submitted,

Prof. Tim Alderman, Secretary to the Faculty Senate