**West Virginia State University**

**Executive Committee Meeting**

**Friday, January 31, 2025**

Present: Jessica Barnes-Pietruszynski (JBP), Jeff Pietruszynski (JP), Kellie Toledo (KT), Paige Carney (PC, LeighAnn Davidson (LAD), Tom Kiddie (TK), Barbara Ladner (BL)

Agenda

1. Agenda Approved: JBP moved; PC 2nded
2. Minutes of November 2024 Meeting Approved: JBP moved, KT 2nded

Reports

1. BOG Faculty Rep – JP will report what arises at Feb. 6 BOG meeting

2. ACF – BL will report on Feb. 21 ACF meeting

Faculty Senate Reports

1. President Ericke Cage – will try to be there
2. Provost Deborah Williams will report
3. Justin McCallister (JM) – VP and CFO – Funding Formula Discussion
4. Cultural Activities & Educational Assemblies
5. EPC will report if there are any proposals passed
6. Library
7. Program Review

Old Business and Announcements

1. Focus of the Senate – 2024-25

* + 1. IT – Directory; Computer; Class Schedule; etc. – The Directory is on the website (<https://wvstateu.edu/university-directory/>). The data is not all correct yet, but there is a placeholder for it. Vonda is working on a spreadsheet (so that she knows where to send stuff), so LeighAnn will correct what’s on the web (gradually); there is also a button for requesting corrections to your own entry
    2. Ad-Hoc Committees – Faculty Grant Compensation; Academic Integrity/AI; Faculty Evaluation Instrument will report, if they have updates
    3. Faculty Lecture Series – JB will send out the whole schedule
    4. TurnitIn AI Add On – Invoice has been paid & it’s turned on
    5. ProQuest – Administration, LAD are working on funding sources
    6. Facility Services – Updates are being made; Send any other issues to LAD; Deferred Maintenance Website Link <https://sites.google.com/wvstateu.edu/wvsudeferredmaintenance/home>

New Business

1. Future State Committee (FSC) will have its final meeting Feb. 11 – NCUBO has been holding meetings and taking information; the consultants will give recommendations to Debbie and Justin 2/7. Then the FSC will make their recommendations/add things, etc. FSC will be asking the President to release NCUBO report to the campus. WVSU started contacting NCUBO in summer of 2024, then info was collected throughout fall, including listening sessions. There were 20 survey responses. The FSC sent NCUBO the top seven issues that arose from gathering input: 1. reduce administrators (VPs, etc.); 2. reduce/revise programs (revise GE curriculum, increase online enrollment/programs/courses, collaborate amongst departments on courses, reduce number of course sections – suggestion for waiting lists, rather than opening new sections before all existing ones are really filled); 3. Spend resources more effectively (less travel & purchasing, less outsourced contracts, motion lights in all rooms, solar panels, combine buildings, smart thermostats); 4. Tuition/fee/housing losses to athletic waivers; 5. Reduce number of colleges; 6. Create online faculty only who teach more classes – fewer adjuncts); 7. Policy implementation on faculty/staff not doing their jobs – big retention issue. (4, 5, 6 tied). This one related to non-performance.
2. Retool Your School - if you have ideas, share them with LAD. The project should be something that we (students, etc.) can do the labor on, partly for good photos and partly because Home Depot only provides supplies; it does not pay for labor
3. Schedule Changes – this relates to the suggestion that “TR” in the online schedule be replaced with something more clear-cut, such as T &TH or TTh or TTH. Suggestions were discussed for getting the correct meaning of the abbreviation (however we list it) out to students through orientation, a legend for abbreviations, etc. Problems with ‘irregular’ class times were also discussed. The Deans are re-working the template for scheduling and will give a couple of optiomns to LAD as soon as they are approved in Deans Council. LAD will send the proposals to faculty for consideration/comment in Senate. LAD will also ask Kerri Steele to include TTh in new schedule, so that when they re-do times in Banner, they can fix that, too.
4. First Year Advising – There have been problems with students registered in two sections of the same course (e.g., Engl 101 classes). Possible reasons were discussed, such as a student being given a choice of CRNs, and then the student signing up for both. Sometimes coaches urge students to change the schedule from advising and might overlook the duplication. One suggestion was that we could separate undergrad, grad, and dual-enrollment listings in the schedule, so that students are less likely to register in the wrong category. Things that impact a student’s time-to-graduation schedule (like changing majors) should require a face-to-face advising sessions about that timing, financial aid impacts, etc. Discussion ensued of Alana Dorsey attending an exec committee meeting to workshop solutions. LAD shared concerns that Alana sent. She will send it out to us. Alana wants constructive feedback and questions. Also questions about how students’ personal information is protected in financial aid (e.g., when they have to supply it for FA appeals) was discussed and could be addressed by a visit from Jodi Johnston to executive committee. Needs for a standard way to do things like grade appeals and training in what to say and what not to say in chair/dean comments were also discussed.
5. Faculty Non-Compliance – LAD’s department is working on the question of what can we do, before we have to be TOLD to correct something. There was discussion of a North Carolina system policy on the problem of non-compliance that was drafted by faculty. The need to keep records of what people don’t do was also discussed, as well as a need for a centralized place for minutes, policies, etc.
6. Slate – Technology Costs – One issue in admissions technology costs is using common apps for college applications – those applications might come to us, but no application fee, so that’s a cost through lost revenue. We were told that we had to have software called Slate (it facilitates communication with applicants/admittees, to help get them to come to State) for the common app services to work. However, Slate does not talk to Banner and it is costing an exorbitant amount, partly because we are paying consultants to write software to get Slate and Banner to talk to each other. We have to have Banner (HEPC mandated), but WVSU currently doesn’t have anyone who can write code for a bridge between Slate and Banner. We’ve been paying consultants to create the bridge for two years, and it’s not built yet. LAD is working with JM to come up with how faculty can support recommendations about how to improve this situation.