

Faculty Senate Minutes
April 12, 2016

Attendance: Robin Payne (Soc. Sci.), Budd Sapp (BOG), Anthony Yost (Tech), Jim Weekley (BCG), Joe Kremer (Business), Travis Kirtner (SGA), Dillon Bradley (SGA), Julie Reneau (SOE/HHP), Carolyn Crislip-Tacy (Academic Affairs), Crystal Smith (SOE/HHP), Amanda Metcalf (SOE/HHP), John McLaughlin (Soc. Sci.), Bob Niichel (CSMP), Charley Hively (Library), Jennifer Yerdon LeJeune (SoFA), Daniel Eichenbaum (SoFA), Tony Gilberti (Tech), Harry Baxter (ACF), Chris Kast (Beh. Sci.), Chuck Shields (Senate President), Kaitlynn Davis (SGA), Bob Mild (Academic Affairs), Donna Long (L&L)

Guests: Maria Rose, Chris Lavorata, Jack Kirby, Tim Oxley, John Lympany, Kaye Widney, Alicia Kalka, Don Trisel, Philip Freeman, Kirk Morphew, William Drescher, Tom McLaughlin

I. Senate President Charles Shields called the meeting to order.

II. The Senate approved the minutes of the March meeting without further revisions.

III. Announcements

A. President Maria Rose

1. There is still no budget from the state legislature. Governor Tomblin has proposed calling the legislature back; however, it costs \$70,000 per day for them to be in special session. In light of this, Tomblin has proposed several scenarios involving cuts to higher education ranging from 4-18%, to public education 4-8%, the dissolution of some state agencies, and the possible elimination of the Promise Scholarship. President Rose hopes that these proposed cuts are a pressure tactic; however, we must wait to see the final result. Higher Education has already sustained a 10.5% cut over the course of this year.
2. In the past, the following measures have been taken to contend with persistent budget cuts: reducing degree programs to 120 credit hours as a means of more purposefully consider costs of each course; and, downsizing and strengthening in certain areas (such as Admissions, Recruitment, and Disability Services) during the separation process with Pierpont. FSU is stronger for having gone through these processes.
 - a) Moving forward, the institution must continue to focus on what will make the institution stronger and better. Further budget cuts will likely be made, but the administration hopes that we will not have to continue to sustain across the board cuts.
 - b) Despite the difficulty of contending with budget cuts, FSU remains in much better shape than other institutions around the state, some of which have had to close programs, lay off faculty and staff, and dissolve groups/activities on campus.
3. OASIS and Kronos will soon be fully implemented. The administration would like to remind the Senate that the decision to make these changes was mandated by the state with the goal of creating one system that all state workers must utilize (although larger institutions like WVU and Marshall were exempt). OASIS and Kronos are scheduled to go live for payroll on May 19 with the first biweekly paychecks beginning on June 10. All state institutions are still uncomfortable with this transition because the necessary modules and functions were not built for higher education.

There are also remaining concerns regarding the legality and accuracy of the shift from 24 to 26 pay periods.

4. The schedule for completion of the University Terrace apartments is on target. The university will take possession of two buildings on July 15. Appliances will be delivered soon. The sideway project around Hardway Hall is nearly complete with only the installation of railings remaining. The Education Building will be closed the week after commencement to install new air conditioners. Jaynes Hall will also be evacuated after commencement in order to complete the HVAC renovations and for replacement of the bridge.
5. Pierpont brought two candidates to campus last week for the President search. The search committee will soon make recommendation to BOG and hopes to announce the new hire by beginning of May.
6. Questions: President Rose was asked if employees will have a choice between the 24/26 pay periods. President Rose confirmed that there is no flexibility and all employees will be subject to the 26 pay periods. Members of the Senate also asked if it has been determined how benefits will be handled for faculty who are on the 9 month, rather than 12 month, pay cycle. President Rose said that faculty in this position must check with Ginger Burns regarding this issue.

B. Tim Oxley — Institutional Assessment

1. Oxley noted that everyone should have received the program assessment rubric along with instructions and expectations. May 1 is the deadline for the submission of all program assessment plan information for all degree programs.
2. September 1 is the target date for assessment findings for the 2015/2016 academic year. The deadline has been set earlier in order to will allow the Critical Friends to establish a report with another cycle on hand by time HLC reviewers come to campus on October 10-11.
3. A meeting is scheduled for April 28 for Student Services and Academic Affairs to discuss year long program assessment review. This is the first component of non-academic programs moving forward and major progress has been made thanks to the hard work of Kaye Widney, Pam Stephens, and their respective teams. Other non-academic units will begin this process next year.
4. The five criterion chairs will meet on the April 27 to report on their progress.
5. The student opinion survey (required by HLC) was sent out to approximately 3800 students and should yield good data on student satisfaction.
6. The NSSE survey is completed. 577 students responded, representing a 25% return (this is a few points below average for a school of our size); however, we only had 14% response in 2012, so this is good progress.
7. The FSSE survey is still in progress. 95 faculty out of 166 have completed the FSSE survey so far. Last time only 34% of faculty responded. Faculty will receive two more reminders about completing the survey.
8. Questions: Members of the Senate registered concern that we are "surveying students to death" and asked if data from surveys already completed can be shared more widely so that we don't replicate surveys that have already been done. Oxley noted that the university is working on initiatives to that effect with the goal of creating a central repository for various reports to make available for internal users. There are also efforts underway to improve available consumer information. He also noted that FSSE and NSSE will be on three year cycle, which means that we will

eventually have analysis regarding long term trends. John Lympany added that institutional research is available via Moodle, including the NSSE and FSSE reports.

a)

C. Introduction of new SGA Representatives

1. Kaitlynn Davis reported that her last official meeting was the March Senate meeting. She thanked the Senate for its support during her tenure.
2. Davis introduced the new SGA Representatives — Travis Kirtner and Dillon Bradley.
3. Senate President Shields thanked Davis for her service. The Senate was impressed by her performance as a representative.

D. Harry Baxter — ACF

1. The ACF met on Friday, April 1 to discuss the budget cuts. They continue to encourage people to "remember in November" as a means of stemming the tide of these cuts.
2. At the meeting, representative from New River Community and Tech College reported that faculty there have been asked to take a 6% cut in salary and that administrators have been asked to take a 15% cut. It is likely that this will begin to happen at other institutions as well.
3. Baxter encouraged the Senate to read coverage of Tomlin's hypothetical budget cuts (earlier reported on by President Rose) on the WV Metro News website. Five scenarios, all horrible for higher education, are outlined there.
4. The bill that was going to do away with Common Core has been vetoed and it is not possible for legislature to override the veto.
5. Questions: Members of the Senate commented on the email recently circulated by Ginger Burns regarding changes to PEIA for the next fiscal year. It is clear that the changes, which include the near tripling of out-of-pocket expenses, are much more severe than we were led to believe they would be. There is much concern that PEIA is quickly becoming a substandard option with a very high price tag for participants. Baxter agreed with this assessment and reflected his hope that the legislature will veto some of these cuts when they reconvene. It is also a possibility for higher education, as a group, to find another means of getting better insurance.

E. Budd Sapp — BOG

1. The BOG will have a meeting on April 14 at 9:00 a.m. Sapp has sent out the documentation and asks that faculty contact him with any questions or concerns to pass along.
2. Sapp reports that he also serves on the Academic Affairs committee, which has met prior to the upcoming BOG meeting. Programs that do not require accreditation have to submit reports to Academic Affairs, which they are reviewing. As part of the process Deans and Chairs present program reviews, which are becoming more and more essential as discussion regarding budget cuts begin to revolve around certain programs.
3. Kaye Widney has provided access to reports on numbers for Student Housing and Student Life, which look good -- first time student numbers looking good.
 - a) Widney commented that the new registrar, Shayne Gervais is working to make his office more visible to students and faculty. As a result, the Registrar's office is moving up to third floor on Turley Center to expand access for students and faculty. The move will occur in June or July. At that time, the Student Systems group will move to third floor as well to the area currently occupied by the Advising Center. The Honors program will move to 2L, where the registrar is currently located and the Advising Center will move into the Honors program area

as well as an area currently used for storage. There will be six offices for the Advising Center. Once these moves have been completed, the campus community will be notified of all new locations.

- b) Sapp reported that the number of inquiries the university receives are up as are the numbers for applications and admitted students. Having more efficient waitlisting for courses will be necessary, however, to facilitate the registration of newly admitted students. New recruitment materials with new graphic design are coming out soon.
 - (1) Provost Lavorata commented that orientation workers have all been trained on the new waitlisting process and training will soon be available for other academic advisors. Widney noted that on-line tutorials will also be available to help students understand the waitlisting process.
 - c) Questions: Members of the Senate noted that they had already met with a number of advisees prior to being notified of the changes to ENGL 1104 and ENGL 1108 (now numbered 1101 and 1102, respectively) and asked if something could be done to notify students who had already registered. On behalf of Language and Literature, Donna Long said that the best case scenario would be for Pierpont faculty to flag these students and tell them to move, but it is unknown whether they will do this. Long will speak with Robert Baker, chair of Language and Literature, about how to contend with this.
- F. Travis Kirtner and Dillon Bradley — SGA
- 1. Kirtner said there was no official SGA report; however, the new SGA president (James Jessmer) seems to be adjusting well.
 - 2. Kirtner is a sophomore majoring in management and accounting. Bradley is a second-semester freshman triple majoring in NSI, Political Science, and Criminal Justice. Bradley reported on the many accomplishments of Alpha Phi Sigma (the Criminal Justice Honor Society) at the recent national conference.
- G. Alicia Kalka -- Changes to Student Hearing Board
- 1. Kalka circulated a hand-out with proposed changes for the Student Hearing Board. As the Director of Housing and Residential Life, she was approached by SGA with recommendations regarding student conduct on campus. SGA also approached the Vice President of Student Life about how to be better involved with student conduct issues on campus. The Senate will need to consider the proposal in order to amend the by-laws to reflect the new responsibilities of the Student Hearing Board.
 - 2. The suggested recommendations reflect the goal for the board to be open to student involvement on the hearing board as well as a review of what kinds of cases the board should hear.
 - 3. The proposal in many ways updates the current policy to better reflect current practices, but also revises the policy to allow the board to hear appellate or expulsion cases.
 - 4. Questions: Members of the Faculty Senate asked if the goal was to establish an appeals board. Kalka said yes, that this would have to do with suspension and expulsion level cases, which are typically the most egregious cases involving major violations (sexual assault, physical assault, etc.). When asked what the role the Student Hearing Board currently plays, Kalka reported that it is primarily inactive and that she and Kaye Widney have been working together on appeals that would go to that level. As a conduct officer, she strives to mitigate the number of hearings that would go to the board and works with students to come up with a resolution that

prevent expulsion as an outcome. Joe Kremer, who is a member of the board, commends Kalka and Widney on a job well done in that regard.

- a) Despite the relatively infrequency of the need for the Student Hearing Board to convene, Widney noted that the university has a student code of conduct, a student handbook, a housing code of conduct, and an appeals board — none of which really match up. So, when SGA approached them, they decided the Senate was the best place to start in moving forward with revisions to standardize the process.
5. Senate President Shields noted that the Senate could not take action immediately; however encouraged Kalka to work with the Senate via the Executive Committee to come up with proposals to amend the by-laws for the Senate to take action on. It is possible that an ad hoc committee will need to be convened.

III. Unfinished Business

A. Major Business

- A. Curriculum Proposals 15-16-05 and 15-16-12
 1. These proposals were considered as a group and were accepted for second reading.
- B. Senate By-Law Revisions (first reading)
 1. The Executive Committee has proposed that such revisions be made and a motion was made to bring them forward for consideration. There was no discussion and the proposed revisions passed for first reading.
 2. Revisions to the by-laws require a 2/3 affirmative vote so a second vote was taken with a show of hands to ensure the 2/3 majority was met. The revisions passed for first reading.

IV. New Business

A. Major Business

1. Curriculum Proposals 15-16-10, 15-16-14, 15-16-15, and 15-16-16
 - a. The proposals were accepted for consideration as a group. Aside from reference to a typo in 15-16-10, no discussion occurred. The above-reference passed for first reading.
 - b. A motion was made to waive the time requirement for the second reading. Members of the Senate expressed concern, however, that they had not yet had a chance to closely read all of the proposals. Fourteen members of the Senate voted in favor of waiving the time requirement, with six voting against.
 - c. The proposals were brought to the floor for a second reading and passed for second reading, with fourteen votes in favor and six votes against.

V. Open Forum

- A. Senate President Shields reported that the Nominating Committee has been appointed. Charley Hively, Julie Reneau, Harry Baxter, Bob Mild, and Donna Long will serve. They will present a slate of nominated officers at the May meeting. Nominees will be contacted in advance. Additional nominations will be solicited from the Senate at the May meeting.
- B. Members of the Senate reported on-going problems with technology on campus. A number of faculty have reported problems with accessing various services via their campus computers and wonder what kind of tech support is available. They also asked when the

university will replace equipment in light of such events. John Lypany reported that any equipment older than five years is eligible for replacement and that the IT staff will be happy to help faculty trouble shoot any technology or equipment problems.

- C. Charley Hively reported that it is the American Library Association's National Library Week. He encourages faculty to stop by the library to thank the librarians for their service throughout the semester. In addition, he will be sending out a questionnaire seeking input on how faculty use libraries, how they've transformed, etc. He will appreciate faculty responses.
 - D. Donna Long invited members of the Senate to attend the *Kestrel* fundraiser on Friday evening (April 15). The benefit starts at 5:30 in the Falcon Center conference rooms. They will have refreshments and a raffle for various items (ranging from Pirates tickets to an antique typewriter).
 - E. Jim Weekley reported that the Student Veteran's Association is selling raffle tickets for a Mother's Day gift basket. All proceeds will go to the veteran memorial. Tickets can be purchased in 309 Turley.
- VI. The meeting was adjourned at 4:22 p.m.