

Faculty Senate**Minutes****April 21, 2009**

The Meeting was called to order at 3:06 pm in room 16 of the Elbin Library.

Senators Present: Jane Wallace, Mike Blackwell, Leigh Bovaird, Gibbs Davidson, Richard Brown, Linda Cowan, Brian Fencel, Robert Gall, Leonard Rinchiuso, Susan Herrick, Tammy McClain, Erik Root, Hollie Buchanan, Bob Fliess, James Vopal, Rose Briggs, Chuck Ramer, Gail Smith.

Senators Absent: Matthew Harder, Teresa Faykus.

Others Present: Provost Donna Lukich, Executive Vice President John McCullough, Shane Stack, President of Student Government.

The Minutes from the March 17th meeting were approved.

President Capehart's report, delivered by John McCullough:

1. Thanks to all for excellent work during this academic year.
2. 3% faculty/staff salary increase is still on the agenda, even though we may be facing a 5% budget cut. The increases are first on the agenda. It will be June before we have our budget.
3. Relatively modest 6% increase in tuition and fees for next year.
3. Regarding the University Week agenda: please try to be involved as much as possible.

Bob Fliess asked about when we should receive our faculty contracts. John responded that we will most likely see them at the end of June, as usual.

Bob Fliess asked for clarification of the Investiture ceremony. John clarifies that it is *requested* that faculty be there, but it is not required.

Dr. Lukich's report:

Thanks to the faculty for continued hard work. The administration is very appreciative.

Congratulations to anyone who has benefitted from the increased amounts in Faculty Development.

Interviews are ongoing for 13 openings that are still vacant. Foreign Languages, Political Science, Chemistry have been accepted. The Dean candidates for Education and Business Administration are underway.

The Spring Assessment workshop was well-attended. Thanks to all who attended, and who put their ideas in regarding assessment. Peter Staffel and Paula Tomasik did a good job.

The Music Division is drafting a response to the National Association of Schools of Music regarding their accreditation visit. Dr. Harder is working on the report that is due in May. The BM Music degree will be brought into Senate for approval in the Fall.

Warwood Center/Highlands?

General faculty meeting is scheduled for tomorrow at noon in Kelly Theater.

There is a reception to honor our retirees May 5th in Boyle Conference Room. Honoring: John Reilly, Michael Strada, Elizabeth Robinson, and Beth Musser.

The Bachelor of Music degree is being designed and will go before the curriculum committee at the April 14th meeting. The proposal will come before the Senate at the April 21st meeting.

Questions for Donna:

Bob Fliess: What about the Education and Professional Studies searches?

Donna: They are still being searched.

Bob: What about faculty involvement on the Prof Studies search committee? Donna: There is one member of the faculty on that committee.

Bob: Shouldn't we have one rep from all schools?

Donna: No.

(Dr. Herrick suggested that Bob's comments should be reflected in the minutes.)

BOG Mike Turrentine's Report:

The BOG was meeting Wednesday, April 22, and the Director of Communications and the School of Professional Studies were on the agenda and were going to be considered.

Susan Herrick: Advisory Council report:

Herrick ACF report: see handout for specific details.

Form for Great Teachers Seminar was handed out. Please distribute to fellow faculty members.

Summary of ACF dealings this semester was also emailed. Please visit the ACF website wvcf.org to see what we've been examining over the years. Also, check out the Legislative Goals section on that website.

Lots of legislative activities are summarized in Dr. Herrick's report and can be found on the wv.gov website to find info. Generally, we have more money for infrastructure, particularly WVU and Marshall U. Bruce Walker gave lots of updates on activities, including a 50% tuition waiver for undergrad veterans. Also, improving veterans' participation on campuses. HEPC is interested in pushing for us to have more adult (over 25) learners on campus. We have the Regents degree already in place, and are looking to have more faculty involvement with HEPC to involve adult learners. We have no sick leave policy, and this seems to be working okay, but there was concern about future concerns across campuses. Another goal is for ACF advisory presence on HEPC and the legislative oversight committee for education. Some Senators were supportive, but bill for presence of faculty on committees was denied. Bruce Flack reports that they are looking at low-productivity programs across campus. They are looking at programs that have few students in them, to possibly close them. The programs cited would need to make a case for these to remain on campus to our BOG, as they have final say in what gets cut. It would be on probation for four years, then a decision would be made.

Great Teachers Seminar flyer: please encourage faculty to step forward to volunteer for this opportunity. It is a sharing time where faculty share expertise in the classroom.

Professor of the Year: There is talk of having a state award for this.

Academic Policies and Procedures committee:

Chuck Ramer – no report—he deferred to action items later.

Finance Committee:

Bob Fliess – no report—he deferred to action items later.

Personnel Policies and Procedures: Brian Fencl – no report.

Social Committee:

Rose Briggs-- Mary Ann will send out invitations to retirement dinner. The invitation will read from the President and the Faculty Senate Social committee.

Student Advising: Linda Cowan no report.

Announcements:

Robert Gall met with JD Carpenter and Tom Hostutler about the parking situation. He requested that Tom's presence be more visible in the crunch hours. Also, in the first week, maybe students should be warned about illegally parking. JD reports that Tom is the only officer ticketing—they are understaffed, and this is a problem. Biggest problem- there are 1000 less parking spaces on campus than needed. He suggests changing the class schedule. Tom suggested installing drop gates at faculty parking lots. Building more lots is most expensive, and not necessarily the correct answer. JD is willing to take disciplinary action when students are challenged by faculty or staff and do not respond or ignore requests to move their cars. JD suggests to take down license plate number and he will initiate disciplinary action.

Rose Briggs: at other institutions, freshmen aren't allowed to have cars on campus.

Robert Gall: That will not work here, as we are commuter-heavy. JD points out that our parking situation is a lot better than at other colleges. There was increased ticket activity because the Business Office needed revenues.

Bob Fliess: that explains our position in relation of importance. Many faculty are stating that amount of parking is not the situation, as there are many spaces open on campus.

Hollie Buchanan: If some resident is leaving their car for the week, maybe they should be restricted further.

Susan Herrick: Maybe having color-coded tags for long-term residents as opposed to commuters, and

maybe areas should also be color-coded.

Gibbs Davidson: What about special numbered faculty spaces? Discussion ensued.

Robert Gall encouraged faculty to make their suggestions to JD in the Fall.

Bob Gall emailed letter to Editor of Trumpet about reporting on Senate business. They should at least talk with one-two senators before reporting.

Action Items

MOTION: PTR Policy 1: Rejection of idea of PTR in general.

Brian Fencl– MOTION – Bob Fliess: 2nd.

Herrick: why is it a bad idea?

Brian: no one was in favor of this type of action in the original PTR document that contacted/responded to Brian. Most were in favor of a review of some type of current situation. It is not in faculty's best interests to respond to a flawed idea.

Bob Fliess: call question.

Motion carried unanimously.

Second motion PTR Part 2: Faculty Senate directs the Personnel Panel (later, Committee), in conjunction with the administration, to review current evaluation procedures and suggest ways in which those procedures might be improved.

Brian Fencl motion--Susan Herrick 2nded.

Chuck Ramer: Is "Personnel panel" different than committee? No.

Susan Herrick: Isn't it that the review process is up to each dept.? Each does different things. Dr. Lukich: Yes, policy written so that each dept is free to establish their own criteria.

Brian Fencl: it is an invitation to making the evaluation process better and clearer for everybody, and there were many suggestions that were excellent.

Susan Herrick: Your committee should solicit thoughts and ideas from Chairs who use these evaluative instruments.

Brian Fencl: The idea is to look at how tenure is awarded, how faculty are evaluated—it's more than an examination of merit alone.

Bob Fliess: We don't know what "satisfactory-unsatisfactory" means, really.

Robert Gall: Senators should urge constituents to email suggestions to Brian so committee can address issues.

Bob Fliess: Call question

Motion carries unanimously.

Bob Fliess: (comment) I hope to receive a written response from administration regarding both of these motions.

Third Motion: To approve Bachelor of Social Work:

Motion to approve: Erik Root, second Linda Cowan.

Brian Crawford: welcomes questions regarding this program.

Robert Gall: it was passed by CC

Susan Herrick: In talking with Sheli Bernstein-Goff, and in order to be accredited, will we need a full-time second position?

Brian Crawford: Yes, as long as it passes HEPC, and search will commence quickly-possibly for July mtg.

Bob Fliess: call question

Motion carries unanimously.

Donna Lukich_(Comment) commends this body and the authors of this program to see it come to fruition

this year and hopes that it will enhance the college.

Fourth Motion: Faculty inequities in salaries.

Bob Fliess motion—Susan Herrick 2nd

Bob Fliess: Many faculty are not being paid adequately, and we as a college aren't being paid as highly as other schools, and gender may be an issue.

Susan Herrick call question

Motion carries.

Fifth Motion: Amend constitution and bylaws (Erik Root has been working on this)

Motion to approve suggested changes on handout: Bob Fliess, Brian Fencel 2nd.

Erik pointed out what changes are being made. We have a handout regarding these changes.

Bob Fliess: Hollie Buchanan should not be here, under present constitution, because he's a Lecturer, and Lecturer is not included in the definition. Should be amended to include Lecturer to Bylaws Article 1, Section 1.

Discussion ensued regarding what a Lecturer is, what qualifies a faculty member to be a Lecturer, etc. Basically, a Lecturer is referred to as a Faculty member in other policy language, so should we consider adding the designation to the Bylaws?

Donna Lukich: suggested that Faculty Senators should think about whether we want to support a Lecturer to fill positions on Senate and to represent you?

Robert Gall: Referring to Policy 207: Faculty is defined as those who hold full-time positions such as Lecturer, etc. In light of the consideration of the policy, an amendment to the language was proposed.

Bob Fliess: motion to amend—Hollie Buchanan 2nd--

Bob's amendment is to amend Article 1, Section 1 of Bylaws, to include Lecturer as defined as Faculty.

Discussion ensued.

Dick Brown: Call question for amendment

One "no"; amendment carries.

Susan Herrick: One grammatical correction: the word "a" should be in parentheses to make it grammatically correct.

Erik will amend the document.

Gail Smith: Call question for motion – To accept changes as amended to constitution.

Motion carries unanimously.

Sixth Motion: Teaching Loads

Bob Fliess untables this motion, Susan Herrick 2nd.

Amendment: the addition of language that states "or 24 semester hours per academic year" after the statement on "the normal teaching load for full-time personnel is 12 semester hours a semester."

Motion on amendment: Susan Herrick; 2nd – Hollie Buchanan

Rose Briggs: What about the "19-6" hours split that could actually happen if we include such language?

Robert Gall: Depts. will be scheduling whatever they need. Administration will probably need to tweak the language here and there.

Bob Fliess: We want to start doing something of this nature, because we are going to the "university" designation. However, problems do exist—the administration can easily reject this.

Dick Brown: Fears that some courses offered that are non-required may not be allowed to be offered, when there is a cap for overload for faculty. Is this going to limit the offerings to students?

Discussion ensued.

Bob Fliess: Let's treat the faculty as faculty, not as community college profs.

Donna Lukich: Issue of being a university and what loads that will require will have to be again reviewed next semester. We will take these options into account as we move forward.

Erik Root: The more we publish, the better students we will attract.

Bob Fliess: Call question on amendment:

Motion carries with one opposed. Amendment carries.

Bob Fliess call question for amended motion:

One opposed, one abstention, motion carries.

Seventh Motion: Academic Dishonesty:

Chuck Ramer: Moved that the following additions and changes on front page of handout be accepted, except for the designations of 2a, b, c, d. Wording only should be considered.

The basic idea is that faculty can give WF even if the student withdraws from course prior to 2/3 point of class. Also, dishonest actions will be filed with Provost and School Dean; Provost can take disc action if there are multiple acts across campus.

Jane Wallace 2nd.

Susan Herrick: This is provided that faculty actually alert Provost of action. Chuck Ramer -faculty would be required to report the acts.

Jane Wallace: Possibly the development of a small form that could be included/available in depts. might be a solution.

John McCullough: suggestion on wording: wording should be "prior to the 2/3 point of semester," rather than "prior to the withdrawal deadline"

Amendment: to wording of 2a: friendly amendment

Discussion ensued.

Call question: Dick Brown

Motion carries unanimously.

4:47 pm

Minutes respectfully submitted by Linda Cowan