

**Senators present:** Robert Gall, Michael Aulick, Craig Crow, T. Maurice Lockridge, Jim Crumbacher, Traci Tuttle, Aaron Huffman, Lance Tarr, Linda Cowan, Brian Fencel, Robert Gall, Shannon Halicki, Darrin Cox, Corey Reigel, Tracy Hutchison, Carolyn Kinney, Bonnie Porter, Hollie Buchanan, Travis Miller, Matthew Zdilla, Tammy McClain, Richard Brown, Ryan McCullough.

**Absent members:** Earl Nicodemus, Lance Tarr

**Ex Officio:** Anthony Koyzis

**Honored Guests:** Faculty Development Committee Chair, Serkan Catma.

Absent: Robin Capehart, Erik Root, Carrie White

**Senate was called to order by Chair Robert Gall at 3:03 pm.**

The minutes of October 16, 2011 were approved.

**Guest: Chair of the Faculty Development Committee, Serkan Catma**

The Faculty Development Committee Currently has funding available of approximately \$400.00 per conference for those who are only attending. Committee funding is now moving more in line with mini research grants of up to \$5,000.00 for Spring, 2011. This should allow a better opportunity to develop scholarly activities here at WLU. There is a terminal limit of conference presentations, with online applications now available.

Discussion ensued regarding the new presentation requirement upon return of the faculty member from a conference. Concern was also expressed that WLU faculty will not keep current with the new priority for faculty who are presenting or participating in panels vs. those attending to learn. Also, concern was expressed regarding the process for returning faculty to present conference information upon return and the elimination of stipends for conferences. Concern was also expressed by faculty who are required to attend workshops and training for certification and licensure purposes that the elimination of stipends will adversely affect their ability to maintain the necessary certification and licensure.

**Report by Dr. Koyzis, Provost**

Dr. Koyzis responded to faculty concerns regarding faculty development with the statement that the new funding structure allows more flexibility and professional development than before. The research mini-grant is more flexible.

*Provost budget report:* At present the grants are limited to \$2,100.00. Currently this is decided in favor of first time applications. The committee will evaluate the purpose of the research grant as part of the decision to approve or not, and whether the person is applying for the first time. First time applications receive a higher priority. The committee also felt that many at WLU will benefit from returning faculty presenting information from their conference and so added the requirement of presentation.

**BOG Report** – Carrie White (absent), No report.

**Advisory Council Report:** Erik Root, (absent), No report.

**Committee reports:**

**Academic Policies and Procedures:** Hollie Buchanan, Chair

No report other than a Syllabus Policy motion in Action Items.

**Finance Committee Report:** Darrin Cox, Chair

According to Mr. Jack Wright, the state of WV controls the price of parking tickets, and we are not allowed to raise this. There will be no new employees hired for the purpose of patrolling parking. Although the ticketing process does not appear to be stopping students from parking illegally, Jack notices that the Annex and Tennis Court parking areas are empty daily. The possibility of a shuttle was discussed with Jack. It was felt that the insurance and paying a driver would be too costly at this time. Following discussion, Dr. Koysis noted that the proposal for a gate to control parking in the Library lot is sitting on Jack's desk. He is open to suggestions to improve the situation, and the security police will continue to boot repeat offenders.

**Personnel and Policies Committee:** Linda Cowan, Chair.

The committee is developing a motion regarding faculty evaluation regarding faculty establishing acceptable point values for each specific item on the performance report. Other concerns discussed were the suggestion that each department's performance factors should be published and available to faculty on the Web site, as well as sending a copy of each department's performance factors to the Provost. Concerns were expressed that publishing the performance rubric would affect hamper the department chair. It was also suggested that a faculty members rank in the merit pay area should not be used in the tenure application process. Under consideration is the development of a peer merit review committee and a change in the flex points from 10 to 20. This would allow more rewards in the area of strength. They plan to have a motion prepared for our next meeting spring semester.

**Student Advising Committee:** Tammy McClain, Chair. – No report.

**Social Committee:** Travis Miller, Chair

The social committee is working on reserving the Alumni Room the last Wednesday of the month at noon. This will provide a venue for presentations from professional conference attendees. Contact Travis for information.

**Green Committee:** Travis Miller, Chair – No report, see Action Item motion.

**Ad Hoc Committee on General Education Requirements:** Robert Gall, Chair – No report today. They will be meeting at the end of the month to tweak the General Education credits that need to be removed from the curriculum.

**Action Items:**

1. Green Committee: A motion was made and seconded by the Ad hoc Green Initiatives Committee as follows:

- Whereas an energy audit will help determine what possible steps may be taken to conserve energy at West Liberty University and
- Whereas the maintenance department believes such an audit would reveal steps that we can take that would result in significant monetary savings for the university and
- Whereas other West Virginia colleges and universities have seen quick returns after taking steps to conserve energy,

the Faculty Senate strongly recommends that the administration arrange for an energy audit at West Liberty University. The motion carried unanimously.

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2. A motion from Academic Policies & Procedures Committee was made and seconded as follows:

- Whereas a substantial portion of the faculty, staff, and student body feel that the current schedule is unwieldy and a more typical schedule would better serve West Liberty University

the Faculty Senate proposes that WLU adopt a standard schedule with daytime classes typically meeting for 50 minutes each day Monday/Wednesday/Friday and 75 minutes each day on Tuesday/Thursday.

Discussion included the beliefs that this schedule change would improve the availability of some classes, improve classroom space, and provide longer blocks of teaching time for some disciplines. After discussion the motion was approved with two no's and 4 abstentions.

3. A motion was made by the Chair of the Academic Policies & Procedures Committee:

- Whereas there are substantial advantages for allowing faculty to distribute the syllabus for each course electronically

the Faculty Senate proposes that WLU Policy 247 be amended to read that "Faculty must:

1. Make available to the student, no later than the first class meeting, a persistent form of the syllabus which will be used to direct the presentation of the course. The format and manner of distribution of the syllabus would be determined by the faculty member and approved by the Department Chair and/or Dean as determined by the College or School."

Amendment: Under **Required Syllabus Content**, there should be a "Statement of ADA accommodations available through the Center for Student Success.

The amended motion was unanimously approved.

**Announcements:**

**Faculty Forum:**

It was suggested that there should be a simpler method of getting curriculum changes to the University catalog.

A motion was made and seconded to adjourn.

The next meeting of the Faculty Senate will be February 21, 2012 at 3 pm.

Respectfully submitted:

Tracy Hutchison