

Faculty Senate Minutes January 22, 2013

Senators present: Linda Cowan, Lihua Chen, Craig Crow, James Crumbacher, Maurice T. Lockridge, Judy Stechly, Traci Tuttle, Aaron Huffman, Richard West, Ryan McCullough, Michelle Ellis-Thomas, Dominique Hoche, Darrin Cox, Sylvia Hawranick-Senften, Corey Reigel, Sheli Bernstein-Goff, Bonnie Porter, Rose Kutlenois, Tracy Zang, Hollie Buchanan, Judy Carney, Joe Horzempa, Matthew Zdilla.

Absent members: Christopher Barrick, Brian Fencel, Shannon Halicki, Rose Kutlenois, Barbara Kulpa

Honored Guests & Ex Officio: Robin Capehart, (WLU President), John McCullough, (Interim Provost), Tom Michaud, (Dean, School of Professional Studies)

Absent: Erik Root, (ACF Representative), Carrie White, (BOG Representative)

Senate was called to order by Chair Linda Cowan at 3:01 pm.

Approval of Minutes: A motion was made and seconded to approve the minutes for November 20, 2013. Minutes were unanimously approved.

Honored Guests: *President Capehart*

The president discussed updates associated with the Focus 20/20 initiative. We will have a meeting tomorrow from 10-12:30 pm. There will also be a number of task forces that focus on our aspirations for our students. Our goal is also to identify our strengths through gap analysis. Students will also participate in task forces. These task forces will help West Liberty excel and remain competitive in workforce. Competition is so intense that we need to focus on those things we do well at West Liberty and emphasize those things.

There will be a new President's Council on Sustainability that will be made up of classified staff, a faculty member from each college, and the president. The purpose of this council is to elevate the issue of sustainability on our campus to a presidential level. This council will work with environmental, economic, and social sustainability issues. I expect that the council will meet several times and provide the president with suggestions and directions regarding sustainability.

Another issue that has been a problem this year is with our cleaning contract. The president met with them this morning and discussed the issue of inadequate cleaning services. Our current contract runs out at the end of this academic year. We are addressing this issue as quickly as possible.

Also, we will have a housing task force led by Scott Cook. The housing task force will look at other ways to provide additional or upgrade housing on campus. Currently, the task force is looking at housing for upper classman. This is a favorable time because interest and construction rates are low right now. We hope to incorporate learning communities into housing.

Regarding the Provost search, the president meets with the new provost candidates next Monday, Tuesday, and Wednesday. Would the groups who are meeting with the candidate get their recommendations to him as soon as possible?

Regarding the issues surrounding the campus and the academic culture on campus, the president would like a series of round table sessions to get a variety of views on specific categories in higher education. These round table sessions will look at four basic categories in higher education including collaboration in higher education, competency-based education, the role of liberal arts at a pre-professional educational institution, and financing higher education. He would like members of the faculty to participate in this effort.

The president also discussed the new West Liberty Community Improvement group. He met with them during Christmas break to review what improvements can be made to the town of West Liberty

including Main Street appearance, safety issues, the addition of small retail businesses, additional housing uptown, historical preservation, and eliminating infrastructure issues such as frequent water breaks.

A number of questions were asked regarding health and safety issues from inadequate cleaning and whether the Road Worthy facility that is now part of West Liberty University will be available for campus groups to use. If campus groups can utilize this facility, the question was asked whether we would be required to utilize Sodexo. The President replied that they are actively addressing the inadequate cleaning issues. The former Road Worthy facility will be available for campus groups, and those groups can either use Sodexo or make their own food. State contracts with food vendors such as Sodexo specify that no outside food vendors be used for on-campus events.

Interim Provost: *Dr. McCullough*

Dr. McCullough urged the faculty to never lose sight of what we are about as academic institution. The faculty is critical to success of this institution. The Provost search is under way and we expect a new Provost by March 1, 30-45 days at most. There will not be as many new positions created for faculty next year as we had this year. They request input from the various departments on where critical resources are most needed. This is a budget issue that will require us to *'do more with less.'*

BOG Representative: *Carrie White* - absent, no report.

ACF Representative: *Eric Root* - absent – no report.

Guest: Tom Michaud (*Dean of the School of Professional Studies*) – Tom Michaud briefed the Senate on the new Masters of Professional Studies Program (MPS). The West Virginia Higher Education Policy Commission (HEPC) thought it was an exciting program. This program will best serve the non-traditional student population interested in career development or advancement with an accelerated course curriculum of 30 hours in Organizational Leadership (OL). All the courses will be blended to one degree or another, with the majority of courses offered on Saturdays to meet non-traditional student needs. There will be a 12-hour core curriculum, a MPS-OL emphasis of 12 hours, and 6 hours of electives. This 30-hour curriculum is standard for this degree nationwide. A student could potentially complete this program in as little as 12 months, but that will depend on the student. There is a possibility of other areas of emphasis. We expect to have the program approvals ready by January 2014. He feels the HEPC will be well disposed, but we also need to go through the Higher Learning Commission. The Deans Council and the Curriculum Committee have already approved this program. There were a number of questions raised by faculty members including admission requirements and about faculty who will be teaching in the program. Students will be required to have a bachelor degree in any area, a MAT score requirement of 365, a GPA undergraduate score of 2.5 and a minimum level performance on the TOEFEL. Full time faculty who teach in this program will do so as an overload. There will also be part-time well-qualified adjuncts with terminal degrees. Contact Tom Michaud at tmichaud@westliberty.edu for further information.

Action Item: (*This action item was moved up on the agenda.*)

A motion was made to approve the Masters of Professional Studies Program, seconded and approved with two (2) abstentions.

Committee reports

Academic Policies and Procedures: *Judy Carney, Chair.*

Judy requested that senators and faculty find out if there were any problems with room assignments for their courses. For example, one of her classes that required computers was assigned a room with no computers available. This is happening because rooms are assigned alphabetically. Please E-mail her concerns and situations so that they have some specific examples of issues with how this process is working.

A question was asked about when the last time the emergency contact sheets located in the classrooms were updated. Building supervisor lists have been updated, but the flip charts for contacts for emergencies have not been updated lately. This was tasked to Academic Policies and Procedures Committee. A classroom technology update was recommended by Linda.

Finance Committee Report: *Darrin Cox, Chair*

The meeting of the President with Faculty Senate Finance Committee was postponed due to other meetings and finals. They expect this meeting to be held within the next couple of weeks. Please contact fsfinance@westliberty.edu with any issues or examples that would help provide proof of the need for a business office procedures manual.

The faculty salary review policy committee meeting was held during finals week in December with both Linda and our faculty representative Gail Blaustein in attendance from Faculty Senate. Faculty received merit and longevity raises.

Personnel and Policies Committee: *Dominique Hogue, Chair.* Dominique has now resumed her position as chair. No report, there is an action item later in the agenda.

Student Advising Committee: *Traci Tuttle, Chair.* No report.

Social Committee: *Shannon Halicki, Chair, absent.* No report.

Faculty Bylaws Ad Hoc Committee: *Tracy Zang, Chair.*

The recall amendment legislation that was attached to the November 2012 minutes is up for a vote. At the November Senate meeting it was suggested that the motion be amended to include the phrase e.g. instead of i.e. regarding the listing of the members of the Faculty Senate Executive Committee. I have made that correction, although there is a typographical error on the paper. A motion was then made and seconded to correct the phrasing so that it now reads e.g. . The motion to change the phrasing to e.g. passed. A motion was made and seconded to approve the amended Recall Amendment. The motion passed unanimously.

Green Committee: *Dave Thomas, Chair – (Report forwarded to Faculty Senate.)*

The committee determined that it would pursue three projects for the 2013 year including a campus-wide recycling program, an energy- audit for the purpose of sustainability, and van transportation from the main campus to the Highlands. The committee has arranged for Wheeling Area Training Center for the Handicapped (WATCH) members to pick up our recycling items (paper, cardboard, and aluminum cans) free of charge several times a month. Now, with the support of the Faculty Senate and the WLU administration anticipated, we should be able to implement a campus-wide recycling program this semester. Dave Thomas also met with representatives from the Children's Museum of the Ohio Valley about the potential for a partnership with WLU concerning an up-cycling program. Such a program

would help to “reuse” certain products—like egg cartons, plastic coffee cans, bubble-wrap, Styrofoam peanuts, etc.—that could be used in making arts and crafts. Dave Thomas will be meeting with President Capehart to discuss all of the GI’s proposed programming.

Announcements: BOG presentation – The Faculty Senate presentation by Linda for the BOG meeting in December was successful and well received by the BOG. Rick West helped develop the presentation. We had a good turn out from faculty. The BOG had many questions that Linda was able to clarify for them.

Action Items:

1. See the Masters of Professional Studies presentation by Tom Michaud above. This motion passed with 2 abstentions.
2. See the Faculty Senate Bylaws Committee report above. The action item on the amended Recall Amendment Legislation passed unanimously.
3. Policy 202: Dominique moved that Policy 202 be approved as amended. The amendment involved a language change regarding the internal and external search. The motion was seconded and passed with one abstention.

Faculty Forum:

The issue of recent library changes to some of the research engines was brought up. WLU no longer has access to ProQuest, but has EBSCOHost instead. This change affects at least psychology, sociology, and criminal justice. The faculty member read an e-mail from a student who *“finds it shameful that they no longer have a resource like ProQuest. If we are a university, why are we losing academic resources?”* Students and faculty think we should be increasing resources. A faculty member added that a university with nursing, dental hygiene and a physician assistant program should have free access to full-text research through PubMed as well.

Other faculty members felt that the search engine issue is indicative of the larger problem with library funding. It was suggested that grants, donations or endowment funds could be used to increase library resources or the use of statewide-shared system should that become available. WLU chose not to participate in the statewide-shared system several years ago, and now the fees have risen significantly. It was suggested to form a committee to address this issue. Linda formed a Library Ad Hoc committee. Volunteers will be solicited.

A concern was brought up about interdepartmental communication and requirements for different tracks in different majors. For example, they heard that nursing is dropping a nutrition course taught by the biology department and will teach nutrition in other nursing courses. That means the biology professor loses the course. The concern is that if someone in another college proposes a new track to the curriculum committee, that this may cause other courses in other departments to be lost. A faculty member responded that all curriculum changes go through the curriculum committee and all colleges are represented on that committee.

A faculty member reminded everyone that requests for travel reimbursement must be in by the 15th of the next month. A discussion ensued about the policy of travel reimbursements.

A faculty member asked if WLU would ever initiate a graduate program/course waiver. Dr. McCullough stated that if this were to occur for the graduate program, that it would be a discount only. There are no plans for a waiver program at this time.

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A motion was made to adjourn, seconded, and approved.

The meeting adjourned at 4:47 pm.

The next Faculty Senate meeting will be February 19, 2013 at 3 pm in Arnett Hall, room 202.

Respectfully submitted,

Tracy A. Zang,
Recording Secretary