

Senators present: Michael Aulick, Linda Cowan, Brian Fencl, Jeff Pfister (*secretary*) Gregory Chase, James Crumbacher, Hannah Harnar, Aaron Huffman, Ryan Koenig, Sheli Bernstein-Goff, Darrin Cox, Aaron Harper, Corey Reigel (*vice-chair*), Peter Staffel, Robert Gall (alternate until Sheli arrived), Theunis van Aardt, Margy Bowman, Fuhua Chen, Chad Kuhns, Jon Serra (*chair*), Matthew Zdilla

Absent members: Dave Hanna

Administrators, Representatives, and Honored Guests: Stephen Greiner (*President*) Brian Crawford, (*Provost*), Sylvia Hawranick-Senften (*ACF Representative*), James Haizlett, (*BOG Representative*), Stephanie Meredith, (*Dental Hygiene M.S.*)

Senate was called to order by the Senate Chair, Jon Serra at 3:31 p.m. in Campbell Hall, room 304.

President Greiner:

- Enrollment – Budgeted for 8% deduction enrollment and 9% deduction in housing. Due to a large freshman class, increase in transfers, and increase students in graduate programs the current enrollment is 2% less. In housing the overall decline is 4%. Related to the current budget there is a “good possibility” that a balanced budget could be created. It is not known what will come from the state budget. Minor cuts from the state should be handled ~~barring~~ (barring) any emergencies.
- Facilities Master Plan – HEPC approved a master plan with a list of 23 items on the list. It is not possible to build or renovate the items on the list. The campus community (faculty, staff, classified staff, and students) is asked to respond and rank the top 10 items considered most important. He would like to get to one priority item.
- *Questions from floor* – 1) If more details (cost & description) could be provided about the items on the master plan. 2) Policy 56 status. Discussion followed.

Provost Crawford:

- Curriculum –
 - 214 – available for discussion during senate meeting.
 - Dental Hygiene MS – approved by Curriculum Committee recently if approved by Faculty Senate the proposal would go before Board of Governors.
 - M.A., M.S. Biology program approved by HEPC, submitted to HLC for approval. HLC indicated that a site visit might not be needed since the University now has five master programs.
 - Academic Reorganization – The Task Force committee recently met and submitted comments. A summary document will be sent to the president soon. If there is to be any reorganization it could be added to the BOG’s October 5th meeting.
- *Questions from the floor* – no questions

Chair, Serra requested to conduct a straw-pole to hear a proposal from Stephanie Meredith that did not arrive in time to add to the agenda. Senator Gall stated that rules require a motion to suspend the rules, followed by a vote. A motion to suspend rules was made by Huffman, and seconded by Cowan. Faculty voted, motion carried.

Stephanie Meredith – M.S., Dental Hygiene proposal:

- Overview –
 - Completely online
 - 30 hours
 - Five terms (fall, spring, summer, fall, spring)
 - Sustained by adjuncts initially, funds available to hire adjuncts as needed
 - Projected – enrollment, 5 students feed by WLU graduates
 - Projected – start, fall 2018
 - 8 new courses have been approved by Curriculum Committee
- *Questions from the floor* – 1) Cost of Adjuncts, 2) Need for this degree, 3) Competition of other programs offering online programs, 4) Teaching load of program director. Discussions followed.
- *Vote* – Motion made to accept (M.S., Dental Hygiene proposal) Harper. Seconded by van Aardt. Faculty voted, motion passes (16-yea, 2-no, 2-abstained).

Sylvia Hawranick-Senften – ACF Representative:

- Retreat Report – faculty will have received a full copy of the ACF report through email (see appendix A)
 - Jon Serra also attended meeting as Faculty Senate Chair
 - No tax or source of revenue (cigarettes, gas/oil, etc.) would be where we need to be
 - 20% reduction in funding for higher education in the last 10 years
 - Suggestions to contact legislators and to know where your candidates stand on funding for revenues
- Legislative session report
- West Liberty University was recognized for developmental programs in English
- Statewide HEPC -
 - Purchase of DegreeWorks (TopperTracks)
- Comments from Senate Chair – workshop on relationship between decrease of student funding and rising students debt and utilizing an ombudsman at institutions.
- *Questions from the floor* – no questions.
- *Vote* – Motion to approve issues by ACF (page 6 & 7), Reigel. Seconded by Cowan. Discussion occurred. Faculty voted. Motion passes (17-yea, 2-abstained).

Jim Haizlett – BOG Representative:

- Next BOG meeting – October 5th, 4:00 p.m. Shaw Hall – all are welcome
- Executive Committee – Chair resigned, Vice-Chair has been serving as active chair. Vote to select BOG chair may be upcoming.
- Policy 56 – comments welcomed. Seeking policy on active shooter on-campus.

- *Questions from the floor* – 1) Data about what systems have policies and why. 2) Where the policy came from, who authored policy. 3) Items that are considered as weapons. Discussion followed.

Darrin Cox – Finance Report:

- Faculty Salary review committee meeting last semester
 - Human Resources would like to begin annually reviewing salary inequities.
 - Explanation was provided of how raises are awarded under current policy. Any funds identified for raises are divided 52% into merit and 48% salary equity. Each category having a three-tier system.
 - Faculty Salary Equity committee. 1) No longer exists. Due to changes in reorganization (personnel/titles/job functions). 2) When operational, the committee only functions to consider salary inequities of protected minorities.
- The committee also intends to consider a mechanism for examining the issue of large salary inequity.
- Finance Committee has only two people. Anyone interested in serving on the committee should contact Darrin.
- *Questions from the floor* – 1) Is Human Resources also considering staff inequities. 2) Workload considerations. 3) Contact vs. credit hour workload. Discussions followed.

Linda Cowan – Personnel Policies & Procedures Report:

- Starting to writing a new policy regarding letter of appointment
- 4 committee members, more are welcomed
- *Questions from the floor* – no questions.

Aaron Harper – Academic Policies Report:

- 2 committee members, more are welcomed
- Has not met to date
- Reminded faculty about the new ombudsperson system
- *Questions from the floor* – no questions.

Announcements:

- Policy 214 –
 - Jon Serra reviewed the “rubric” of professional conduct approved by the committee last spring. Those suggestions are not included in the current handbook but they will be addressed for next year.
 - Brian Crawford intends to take the recommendations from Faculty Senate, include them into policy, and send the policy out for comment.

Action Items:

- n/a

Discussion:

- Ad-hoc committees, Chair Serra reported that in past Ad-hoc committees have been developed for specific needs and he would like to continue with service.
 - Green committee – President Greiner and Provost Crawford reported that the Council of Sustainability committee would continue at the University. Senator van Aardt stated that since the Green Ad-hoc has similar goals/tasks to the Council of Sustainability committee, having a Green Ad-hoc would not be necessary.
 - Classroom Space Utilization committee and Facilities Allocation – Pfister recapped some of the work produced by the committee last year, cited the final report by the committee is available for review on the Faculty Senate website and express a need for the committee to continue. Senator Cowan recommended a motion to continue the committee. The motion was seconded. Faculty voted. Motion passes (16 yea, 1 abstained).
 - Ethics committee – Senator Harper recapped the work of the committee including rewriting the professional ethics statement and creating ombudsman positions. It was generally felt that the continuance of the Ethics committee was not needed at this time, however if something were needed the Senate could develop an Ad-hoc to meet the needs.
- Classroom Occupancy and Signage - Serra reported that there are classrooms that do not show the maximum occupancy. Sylvia requested to President Greiner that he follow up to request that this information get posted.
- Overloaded classrooms - Some classes experienced enrollment that exceeded the maximum class size. Exceeding the posted maximum number of students presents issues with classroom space, faculty workload. Who admitted these students to the course? Sylvia reported that program directors had a “good” problem trying to find places to enroll students. Serra indicated that he would speak with the Provost.
- Facilities Master Plan
 - Serra reported that he received the list of items from the Master Plan after the executive council created the agenda but he would be sending faculty this list and requested that faculty respond.
 - President Greiner stated that athletic related items would have to find private funding. State/University money would not be used for athletics.
- Grading System – Staffel reported that Scott Cook reported that our Banner system ~~would not accommodate a +/- grading system~~ (was not built to accommodate the +/- grade system). He researched four state institutions and reported that all institutions are using the A,B,C,D systems...regardless of how they feel about it.
- Letters of Appointment – Linda would be sending a request for anyone willing to share their own Letter of Appointment for the purpose of generating a campus policy that serves the entire population.
- Parliamentarian – Chair Serra reported that our Senate is in need of a parliamentarian. Someone who is familiar with the rules, this person does not have to be a senate member.
- G-Top Opening – President Greiner reported the opening of the restaurant has been delayed due to a septic crisis. The property owner is paying for repairs. Students have been moved out of the cabins until repairs are made.

Faculty Forum:

- Various topics were identified and discussed.

A motion to adjourn was made and seconded. The Senate adjourned at 5:42 pm.

Respectfully Submitted,

Jeff Pfister, Senate Secretary