

# Faculty Senate Meeting Minutes 4/16/24

---

**Senators Present:** Dr. Robert Gall (Chair), Dr. Gregory Chase, Dr. Brian Fitzpatrick, Dr. Corey Reigel, Jeremy Dann, Dr. Ray Holsapple (Policies Chair), Michelle Yadrick, Dr. Sherry Rocchio (Finance Chair), Carol Zambotti, Dr. Ronald Hulewicz, Dr. Jeffrey Grubbs, Dr. Fuhua Chen, Jenna Cook, Dr. Hilary Bougher-Muckian (Secretary), Dr. Aaron Huffman, Dr. Courtney Huffman, Dr. Gerard NeCastro (Vice-Chair), Dr. Anna Stephan-Robinson, Dr. Zachary Loughman  
**Senators Absent:** Matthew Harder, Christopher Vopal, Rachel Wiechman  
**Invited Guests:** Dr. Robert Kreisberg (BOG Representative), Dr. Cathy Monteroso, Andrew Lewis

---

Meeting called to order at 3:30PM.

---

## **Dr. Tim Borchers, President Updates:**

1. Absent
2. Sherry Rocchio presented a draft of the Strategic Plan: mission, vision, values, themes and outcomes. Initiatives will be determined over the next year to align with the strategic plan. Metrics will be determined at the final meeting. A committee will be formed to ensure that these initiatives are completed.

## **Dr. Cathy Monteroso, Provost Updates:**

1. The Aviation program location was submitted to HLC. April 29th the Aviation Program is up for approval with the HLC.
2. Microcredentials and AI are also being discussed at the HLC conference. A WLU task force will be formed for both areas. Please send interest in either task force to Dr. Monteroso.
3. Two grants are being formed by HEPC for micro credentialing and badging. HEPC may be paying for Credly. These badging courses are short, 8-week skill courses with levels: basic (100-200 courses), intermediate (upper division and specialized) and advanced (graduate and post-graduate).
4. The leadership training sent out from HR may be a badge.
5. Procedure 249 on Supplemental Contracts has been updated. We have increased what we are paying adjuncts during the academic year. All graduate courses will be \$1000 a credit hour. Comments should be sent to Dr. Monteroso.
6. There is a graduate committee. They have been working on graduate resolutions including affiliated faculty, workload policy, policy 254, policy 255, policy 123 revision, policy 256.
7. The Graduate Council recommends that faculty receive credit for clinical practicums (every 3 students will count as 3 credits) and graduate research mentors (1 credit toward load for every thesis/dissertation advisor) and serving on at least 3 student masters or dissertation committees (1 credit toward load).

*Questions: Excel was mentioned but we already have a course? How will this impact the class? Will badges be on degree works? Is there a fixed rate?*

*Dr. Gall suggested that the Graduate Dean come to the Faculty Senate to make a report in the future.*

*What happens to academic dishonesty reporting? Once the student has plagiarized multiple times, what happens? There is concern about plagiarism using AI.*

*Why are the yearly HR training required each year? Why are we taking them in April? Faculty are not being compensated because they are expected to do this on top of their existing duties.*

*Can this training be run on campus in person during work hours?*

*Faculty are concerned about having to sign a document stating that they will lose their job if they lose keys, particularly when this does not come from someone they are not directly reporting to.*

*The faculty senate agreed that the athletic coaches should be notifying faculty of their schedules in advance; however, these notifications have not been followed through this semester.*

*Response: We could badge all students that take the class. This gives the students an idea of what specific skills they have when graduating. Students may also take it as an individual non-degree course. Badges will not be on degreeworks but certificates will be on degreeworks. Badges will be on LinkedIn. In most cases it is based on the class rate, other than for CEUs.*

*Dr. Monteroso reviews all academic dishonesty reports from faculty. We do not currently have a good source to detect AI. The AI taskforce will help to address these issues. Once academic dishonesty has been reported twice, their advisor is contacted.*

*These trainings are a federal requirement in employment law. We can look at the timing of the training in the future. In person training was difficult in the past to track.*

**Andrew Lewis, Retention Committee:**

1. Our current retention is 69 percent based on IPEDs data. Target retention rate is 73 percent.
2. About 17 students are lost each year.
3. Some strategies include Watermark Survey, Student Success and Engagement Platform. Students will have an app they can download.
4. College 101 is also being revamped including assemblies (Wednesdays at noon) and consistency in content. Name was changed to Hilltopper Experience.
5. We want to increase the number of events students attend to make connections.
6. Students will take a pre-entrance survey. We will be able to share information with the instructors, financial aid, and counseling.
7. All faculty now teaching college 101 will get a report about their students.
8. Policies and procedures being changed: Procedure 230 (removing WF to only W), undeclared student policy (pathways), attendance policy, advisors handbook. We are looking at how the student success center can assist with ensuring students are meeting with advisors early.

*Questions: Will the assemblies have flexible attendance? If we had a skeleton syllabus for College 101 distributed to all faculty that would be helpful. A financial aid training in the Faculty Staff Institute would be beneficial.*

*Response: The assemblies are recorded for students who cannot attend. We can look into sending the syllabus out to faculty.*

**Dr. Robert Kreisberg, Faculty Representative, Board of Governors**

1. Please send Faculty shout-outs to Dr. Kreisberg to report to the BOG.
2. Katie Kacmarik and Erikka Storch will be joining the BOG as new members.

**Dr. Douglas McCall, Faculty Representative, WV Advisory Council of Faculty Members**

1. No report.

**Dr. Rocchio, Chair, Finance Committee:**

1. No report.

**Dr. Ray Holsapple, Chair, Policies Committee:**

1. No report.

**Action Items:**

- I. Action Items: Policy 210 (Teaching Loads)

***Dr. Holsapple motioned to discuss. Dr. Loughman seconded.***

*Discussion and Questions -*

*Dr. Holsapple - Things that were removed from the original policy include faculty voluntary overload and banking of load credits (paragraph O). Paragraph C now states that faculty teaching an overload will be paid regardless of whether they teach over 21 credits. Paragraph L includes graduate at 1 1/3 load credit per contact hour.*

*Questions: How will dual listed (undergraduate and graduate) courses be counted? If someone has an unexpected class that they cannot count in their load for the AY, how would this impact their research and service requirements.*

*Response: A formula would need to be developed in consultation with the Dean. The wording could be cleared up to include situations where the LOA initially did not include additional courses.*

***Amendment 1: Under contact hour include, "Following Carnegie standard practice, consistent with policy 252, weekly 50 minute classes count as one contact hour."***

***Dr. Loughman motioned to amend. Dr. Chase seconded.***

***Dr. Gall Called for a vote on Amendment 1. Vote: unanimous.***

***Amendment 2: In Paragraph A, replace the last sentence of the suggested wording with the last two sentences of the current wording.***

***Dr. Holsapple motioned to amend. Dr. Loughman seconded.***

***Dr. Gall called for a vote on Amendment 2. Vote: unanimous.***

**Faculty Forum Items:**

- *The faculty compensation review committee will need to meet and includes: faculty senate chair, faculty senate finance committee chair, 2 at large faculty members selected from the faculty senate, the VP of finance and administration, chief of HR, and the provost (chair).*

***Dr. Gall called for volunteers for the committee. Dr. Loughman and Jeremy Dann volunteered.***

***Dr. Gall called for a vote: unanimous. Dr. Loughman and Jeremy Dann elected as representatives to the Faculty Compensation Review Committee.***

- *The dates on the automatic report in faculty success for your annual report do not include this summer (24) and that is counted in next year's annual report (to be submitted Spring of 25).*

**Motion for Adjournment-** Motion to adjourn and seconded. Motion unanimous. Adjourn at 5:07PM.