

# Glenville State University Faculty Senate Meeting Minutes - Final

Date: February 21, 2023

## I. Call to Order and Roll

- a. President Elizabeth Matory called the meeting to order at 12:25 pm in MCCC 319 and via Teams.
- b. Senators in attendance: Liz Matory, Maureen Gildein, Schuyler Chapman, Leslie Ward, Pai Song, David Lewis (online), Donal Hardin, Kristen Mullins, Kevin Evans, Josh Squires, Nabil Nasser (online), Jennifer Wenner
- c. Others in attendance: Kandas Queen, Robin Meadows, Jason Gum

## II. Approval of Minutes

- a. Motion by Gildein to approve 2/7/23 meeting minutes. Wenner seconded. All voted in favor.

## III. Reports

- a. Officers
  - i. Liz Matory
    1. Discussion was had about ideal for Meet & Confer. There was not a great time for all to meet.
    2. Gildein mentioned the importance of minutes from these for HLC documentation purposes, so the more regular the better.
    3. Matory will inform the Office of the President to determine Meet & Confer timing.
  - ii. Maureen Gildein
  - iii. Pai Song, Josh Squires, and Schuyler Chapman
    1. Nothing to report
- b. Board of Governors (Kevin Evans)
  - i. BOG met on 2/14.
    1. Executive Committee Report Summary:
      - a. Headcount was up this spring by about 50 students over last year.
      - b. They are reviewing overload pay data.
      - c. There will be a budget for approval in May.
      - d. They approved a new schedule for BOG meetings.
    2. Enrollment and Student Life Committee Report Summary:
      - a. We have more than 300 more students applying this year at this time.
      - b. Admissions is trying to get a lot of students to readmit for the summer and boost the summer school.

- c. They completed several dozen I20 forms for the international students for the fall term and have 90 more in the works.
  - ii. Board of Governors Committee Update Summary:
    - 1. At the next meeting they should have reviewed, finalized, and presented the report of the President's review to him.
    - 2. They will nominate next chair and vice chair for next meeting.
  - iii. Academic Affairs Committee Update Summary:
    - 1. They hope to have senior lecturers established as a position soon but that requires board policy revision.
    - 2. There's discussion of introducing admission criteria specifically for two-year degrees (to bring in line with the admission requirements for four-year degrees; currently require 2.0 high school GPA for four-year degree but no requirement for two-year degree).
  - iv. Business and Finance Committee Update Summary:
    - 1. There will be some changes to financial software to improve the efficiency of the auditing process.
    - 2. There's a spreadsheet assessing efficiencies within departments (do department's "make money" or "lose money," essentially). Part of this data has been shared with chairs. Per the committee, the data is being used to improve efficiencies.
    - 3. The committee anticipates that they will not need to borrow money from Foundation to pay bills over the summer.
  - v. President Manchin's report summary:
    - 1. The president shared his top five goals
      - a. create a college of health sciences
      - b. pay people what they deserve and therefore offer raises
      - c. continue to grow the teacher education program
      - d. improve financial stability
      - e. improve facilities
  - vi. Finally, Evans recommends that we have election sooner rather than later so that the correct person could go to the retreat in August. It's the first summit in three years due to Covid.

c. ACF (Kristin Mullins)

- 1. Mullins printed out the house bill tracking information and will address any questions we have. Next meeting is in April.

d. Administrative/Academic Updates

- i. No attendee

#### IV. Old Business

- a. Academic Assessment Committee Bylaws Review/Approval
  - i. Wenner moved to approve the bylaws and Ward seconded.
  - ii. General discussion of the work the committee did.

- iii. Matory closed discussion.
  - iv. All voted in favor. Motion passes.
- b. Online Committee: Bylaws & Policy 32 Review (Mrs. R. Meadows, Chair)
- i. They had made some minor changes to the Bylaws (as discussed previously) and also included information that a representative of the RBA program should be included.
  - ii. Wenner asked about how to address the issue of synchronous vs. asynchronous; how would this cover a course like speech where it's mostly asynchronous but sometimes requires students to meet. Based on the definition this is a synchronous course.
  - iii. Wenner moves that we accept and adopt the Online Committee as a Faculty Senate Committee. Squires seconded. Matory called for discussion. All voted in favor. Motion passes.
  - iv. Moving back to Policy 32, there was some general discussion but we pushed the Policy 32 to the next agenda.
- c. Quick Updates
- i. Elections
    - 1. Gildein shared the timelines for election. Evans mentioned that we strike the info regarding Faculty Marshall process, as that is not the process. Gildein asked whether they would want to do on paper or in person. Matory mentioned that we can table this for now. No discussion on the timeline for BOG and ACF representatives, so Squires described the template ballot. Squires asked if we should include department/title. Wenner asked about eligibility. Squires said then that we should just include the department information. Ward requested to clarify that its two positions. If it could get updated, then the nominations could open tomorrow, as the nominations would go via email.
    - 2. Wenner moved that we accept the timeline as proposed with the condition that some info is updated. Hardin seconded. All voted in favor. Motion passes.
    - 3. Gildein reminded that we should confirm people want We will post t nominations.
  - ii. Provost Evaluation Task Force Update
    - 1. These are going back to the department or further comments.
    - 2. Comments to Gildein by 2/28/23 related to newest draft.
  - iii. FAR Taskforce Update
    - 1. Nasserri has some information which he will share to Kandas.
    - 2. Comments to Queen by 2/28/23 related to the newest draft.
  - iv. Overload Policy Subcommittee Update

1. Ward received feedback and incorporated it into the draft of the survey. One department thought the first question could be used to identify participants, limiting anonymity. As Wenner pointed out however, there's a prefer not to answer question. Matory said that Evans mentioned that the BOG would be reviewing data on overload pay; Evans said he thinks it comes from the financial side of things, not thinking about personnel matters.
  2. Wenner moved that we accept the survey and collect data. Mullins seconded.
  3. All voted in favor. Motion passes.
- v. Curriculum Committee Bylaws & Memo
    1. No new information on this.
  - vi. Communications Update
    1. Not gotten to.
- d. Academic Policy Committee: Transient Student Request and Certificates of Completion – (Dr. A. Chapman, Chair)
    - i. The Senate discussed the Certificates of Completion policy and advised that they move it up to the ULC.
    - ii. The changes to the Transient Student Request policy changes essentially brought the policy into alignment with the form that exists (requires students to maintain a 2.0 GPA.
    - iii. There was some discussion about location of information.
    - iv. The Senate reviewed and recommended that it go on to the ULC

## V. **Departmental Updates**

- a. Business
  - i. No updates
- b. Criminal Justice
  - i. No updates
- c. Education
  - i. No updates
- d. Fine Arts
  - i. No updates
- e. Land Resources
  - i. No updates
- f. Language and Literature

- i. Speaker at 4:00 pm on Thursday of this week.
  - g. Science and Math
    - i. No updates
  - h. Social Science
    - i. No updates
- VI. Adjournment
  - a. Liz Matory adjourned the meeting at 1:22 pm.