

Glennville State University Faculty Senate Meeting Minutes - Final

Date: March 7, 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, Kevin Evans, Josh Squires, Nabil Nasser (online), Jennifer Wenner
- c. Others in attendance: Kandas Queen, Robin Meadows, Marjorie Stewart, Mari Clements

II. Approval of Minutes

- a. Motion by Wenner to approve 2/21/23 meeting minutes. Hardin seconded. All voted in favor.

III. Reports

- a. Officers
 - i. Liz Matory
 1. Matory shared the email about the 3/22/23 Meet & Confer.
 2. They would like to have a more robust agenda.
 3. She asked that departments report back to her with agenda items.
 4. There have not been cabinet meetings recently but she will update when there is one.
 5. Matory also mentioned that several Academic Policy Committee policies will be coming down the pike but not yet (she will share after this meeting).
 - ii. Maureen Gildein
 1. Gildein said that in the past Meet & Confer incorporated updates from VPs to keep faculty in the know.
 - iii. Pai Song, Josh Squires, and Schuyler Chapman
 1. No updates
- b. Board of Governors (Kevin Evans)
 - i. No updates
- c. Administrative/Academic Updates
 - i. There are many searches going on. Clements will create a comprehensive list tracking progress and will share them with department chairs.
 - ii. One search was successfully completed.

- iii. They are running into some weird logistical situations with certain positions.
- iv. CRJU has a recommendation for filling one of three positions.
- v. They have more meetings scheduled for the various other open positions. Specifically they would like applicants for institutional research and health sciences.
- vi. Clements also requested that departments coordinate for schedules.
- vii. There are two new searches—to teach business at Huttonsville and math education here.
- viii. They are also hoping to have a manual for consistent hiring and so each department can handle it (rather than have it run through Academic Affairs).

IV. Old Business

- a. Online Committee: Policy 32 Review
 - i. Gildein moved to accept the revisions to policy 32. Ward seconded. No discussion. All voted in favor. Motion passes.
 - ii. Matory will draft a memo and send it with the policy to ULC.
- b. Quick Updates
 - i. Elections
 - 1. Nominations for the open positions will end tomorrow (3/8). There have been multiple nominations.
 - 2. Matory requested to make sure all nominees agree to their nomination.
 - 3. The election will proceed according to plan (3/10-17).
 - ii. Communications
 - 1. Wenner directed our attention to the calendar of events which is basically a room reservation calendar. There's very little information on it. Wenner acknowledged there's valid reasons why. However, she said it's still not particularly user friendly.
 - 2. Wenner went to talk to Josh Chambers. He suggested using Google calendars that different offices. Wenner suggested some way to separate out the information.
 - 3. Ward suggested that it might be a Google calendar and that it might be filterable (so you could focus). Wenner said it's not sortable/filterable.
 - 4. Matory suggested that someone be identified to coordinate (potentially public relations).
 - 5. Wenner is going to write up a list of recommendations about how we might improve it and make sure we can boost and advertise attendance.
 - 6. Clements asked why Chambers thinks would be useful instead of Outlook (since we are a Microsoft campus that uses Outlook). (She also mentioned that Google calendar doesn't always play nice with Outlook.)

7. Wenner said that that makes sense but that there does need to be some kind of sorting so that one is not getting all the events.
 8. Gildein mentioned that she saw a monthly calendar that Academic Affairs put together but Wenner pointed out as useful as those are the scheduled events are not always scheduled ahead of time.
 9. Wenner will follow up next time.
- iii. Provost Evaluation Task Force Update
1. There was one minor tweak that will be made. Gildein said that they will send it out March 20-24 (after elections but before spring break).
 2. Matory said that the Overload Survey will occur after that, so that they will not all overlap.
 3. Gildein explained that Survey Monkey will compile the results. They would be shared with the Provost, obviously, and also the president and possibly BOG. Dr. Morris should be asked—he may want it to go further.
 4. Gildein said we will have settled with whom it will be shared. There was discussion about the purpose. The purpose is primarily to contribute to the Provost's evaluation so it would likely go to the President and Provost. It may or may not go on to the BOG. Dr. Morris said he is okay with it going to faculty at large.
 5. The date of the election is an informational item.
- iv. FAR Taskforce Update
1. FAR Taskforce met and updated some. They meet again on 3/8 and will hopefully have it for review and vote for the next meeting. There are plans to have it voted on during the 3/21/23 meeting.
- v. Overload Policy Subcommittee Update
1. It will likely send the survey after Spring Break considering the elections and provost evaluation. It would likely be 4/3 – 7.
 2. Ward asked where the info would go beyond President Manchin, since he asked for it. Ward suggested it also go beyond to the general faculty.
- vi. Curriculum Committee Bylaws & Memo
1. S. Chapman stated that Curriculum would maintain an interpretive memo updated yearly about what constitutes action vs. informational items. The by-laws would refer people to the interpretive memo and where to locate it. Curriculum Committee would update this memo each year.

V. New Business

- a. Faculty Committee Updates
 - i. Financial Aid Appeals Committee

1. At the start of each semester there are 1-2 dozen students appeal and they are dealt with by the committee.
- ii. Curriculum Committee
 1. 3/15 is the date to have updates for the catalog
- iii. Academic Policy Committee
 1. They will present at the next meeting. There are several policies that they will be presenting.
 2. Stewart informed that she has approached A. Chapman (chair) about revisions to the academic honesty policy; Stewart is drafting a policy.

VI. 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. Their advisory board meetings are coming up in two weeks. State and private industry come in to meet with faculty to inform them what skills and abilities they look for in new hires (improve student competitiveness).
- f. Language and Literature
 - i. No updates.
- g. Science and Math
 - i. No updates
- h. Social Science
 - i. No updates
- i. General Updates
 - i. Wenner informed that there will be a recruitment event as well as an event where adjuncts will come on campus; this latter meeting will help adjuncts have more understanding of what they should be teaching. This event will occur in June.
 1. Stewart said she would be happy to help with this event.

- ii. Clements answered Matory's question re: adjuncts being included in email lists.
- iii. Matory also asked about inclusion of adjuncts on Faculty Senate. There was no resolution.

VII. Adjournment

- a. Liz Matory adjourned the meeting at 1:10 pm.