

# Glenville State College Faculty Senate Minutes

Date September 4 2018

## I. Call to Order and Roll

- President Tim Henline called to order the Glenville State College Faculty Senate at 12: 25pm in the Mollohan Conference Room, Room 319.
- Senators present: Tim Henline, Adam Black, Fred Walborn (proxy for Marisha Lecea), Dana Wilson, Marjorie Stewart, Dennis Wemm, Larry Baker, David O'Dell, Jason Barr, Shelly Ratliff, Kandas Queen, Jason Yeager, Amanda Chapman, Wenwen Du, Sara Sawyer (proxy for Kevin Evans).
- Also in attendance: Gary Morris; Victor Vega

## II. Approval of Minutes; Reports

- Motion to approve minutes was passed
- Reports
  - President's Report: We still need department recommendations for committee assignments. (Thanks to those who already sent them in.) We need a female representative for the Athletics committee. Library was popular.
  - Board of Governors/ACF Representative Mr. Larry Baker: ACF met in Charleston, introduced West Virginia's Climb, an initiative to raise the number of West Virginians with a certificate or degree by 2030. Revision of Series 21 (Larry Baker volunteered to serve). Revision of Series 22 is a new D/F rule: if students transfer from a two-year, they start from zero and can repeat 21 hours. Ann will send out info to help us advise students. WVU & Marshall working to get a reverse transfer agreement. ACF legislation goals need approval. All approved but #3. Chancellor Long talked to ACF; will work with ACF on mandates. She's on the Blue Ribbon team, which has created a new funding plan, under which GSC still loses ~\$1 million.
  - Administrative/Academic Updates: Dr. Vega reminds us about online course evaluations, which will be tested for 150 sections this fall free of cost. Two departments have submitted feedback on this new process, overall positive. We are continuing our conversation about what counts as scholarship, which is why the Boyer report ("Scholarship Reconsidered") was circulated. Faculty need to consider how to revise student course evaluations to make them more useful to faculty. Dr. Vega can make recommendations. Dr. Vega will be leaving with the

Momentum team to attend the Momentum Academy tomorrow. The team will be trained so that they can then train our faculty.

### III. Old Business

- Departmental Reorganization: Updated comments from last meeting have been circulated. Questions? Hearing none, we need a motion to forward our comments to Academic Affairs.
  - Dennis moves to accept, Jason seconds. Motion carries.

### IV. New Business:

- Approve/Disapprove ACF Goals for AY18-19: Larry Baker notes that WVU and Marshall objected to #3; we at GSC would benefit from it.
  - David moves to approve, Marjorie seconds. Motion carries.
- Purchase of Survey Monkey: Larry Baker notes that at \$252 it's affordable and often used. It makes voting easy and protects privacy.
  - Marjorie motions to purchase, Dennis seconds. Motion carries.
- Online Course Evaluations: We need to look at the online questions and see how relevant they are to us as faculty. They often reflect negatively on faculty. Tim suggests an ad hoc committee to do this work. Larry Baker asks if it is correct that the survey can be divided into questions asked across campus, within the department, and then for individual courses and instructors, so that the ad hoc committee would work only on campus-wide questions. Tim notes that is correct. Dr. Vega suggests this won't go quickly, and will take more than a semester. He suggests they start with the questions that are already there, making revisions. There's a database of possible questions to choose from to make additions. The ad hoc committee can decide how many campus-wide questions to include.
  - Motion to form ad hoc committee moved, seconded. Motion carries.
  - Three volunteers: Marjorie, Kandas, Dennis. Chairman: Kandas.
  - In favor of committee: Carries.
- Professional Development Funds: Tim was asked to add this for discussion. Jason Barr voices concern about the breakdown in funding between those presenting at and those attending an event, who get more or less respectively. Faculty Development Committee used to divvy up funds; does Academic Affairs now make those decisions? Jason's concern is for those faculty working on a tenure portfolio; the committee prioritized the larger funds for those faculty, even if they attended but didn't present. Marjorie notes that senior faculty didn't always like that arrangement. Jason Yaeger, who was on the committee last year, notes that they made decisions based a number of

priorities: eg., supporting faculty who are attending the conference of an organization on whose board they serve. Faculty Development Committee was previously elected from within departments on a two-year rotation, with further members appointed by VPAA. They often reserved money to support grants. Dr. Vega says it should be a sub-committee of the Faculty Senate, and the last few iterations of the committee did want it moved under Faculty Senate. Dr. Vega notes that not everyone on the tenure-track has to apply for tenure, though they do need to continue to work on their scholarship. The Faculty Development fund has doubled since last year. Larry notes that the Faculty Development funding procedures are in the Faculty handbook, which we can send to Dr. Vega for approval.

- Larry moves to submit those procedures to Dr. Vega, Marjorie seconds. Motion carries.
- Syllabus template and course level assessments (VPAA, Dr. Victor Vega to address): Thanks to faculty for being open to the standardized syllabus template. There are glitches to be fixed, and Dr. Vega wants to hear more about any problems we encounter. This helps students find information, helps us to share with other institutions, and looks good for accrediting bodies. It also moves us toward having a database of master syllabi, one for each course, available for all instructors to use. A random sampling of syllabi showed nothing regarding assessment. We must, as a next step, add a section on the syllabus showing how assessments will be done: what are the outcomes, how will they be measured, and how will you match the assessment with the outcomes. We can then easily pull data for reports. We are trying to move away from Word for these templates, but faculty don't have Adobe Pro so that they can edit a pdf version. Getting Adobe Pro for faculty is in the works; IT says licenses can be bought in October. Adobe Pro will enable us to make all our commonly used forms electronically fillable and cut down on printing and copying. Marjorie notes that some faculty find the template to prioritize administrative concerns (national standards) over student needs (simplicity). David asks if we could have one version for accreditation/administration and one for student. We cannot. But perhaps we can reorganize to make the things the students need closer to the beginning, easier to find. Dr. Vega wants to reiterate that the template is not meant to be an imposition, but to help simplify. Students should know, for example, that they are being assessed against national standards.
- Senate sub-committee deadlines (VPAA, Dr. Victor Vega to address): Catalogue changes are still being finalized. Curriculum Committee was still approving things at the end of Spring 2018 semester. To avoid that, Curriculum Committee needs to submit a meeting schedule with deadlines for changes. For

example, no changes can be made after February. We will discuss more next week.

Motion to adjourn was passed at 1:22pm.