

Glenville State College Faculty Senate Minutes

Date: October 2 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, Larry Baker, Adam Black, James Bradley, Dana Wilson, Marjorie Stewart, Dennis Wemm, David O'Dell, Jason Barr, Shelly Ratliff, Kandas Queen, Amanda Chapman, Wenwen Du, Jeremy Keene, Jason Yaeger.
- Also in attendance: Fred Walborn, Gary Morris, Matthew Thiele, Megan Gibbons

II. Approval of Minutes; Reports

- Motion to approve minutes for September 18 was passed, with correction of date
- Reports
 - President's Report: All faculty members should have access to the Faculty Senate minutes through Sharepoint; instructions for accessing them will be distributed. (Handout distributed.) Only Senate members will see drafts. Our constitution states we are to post minutes to the website and archive them in library. We haven't updated those for a number of years, so Tim Henline will be getting that updated. In the future we will not have to go through the website administrator to post minutes to the website. We are working on restructuring committee workloads so that 20 faculty are off of committees for a year, rotating each year, so that we all get a chance to spend time on more areas like scholarship and community work. The team working on this restructuring needs bylaws from committees, needs to know who chairs the committees. Bylaws need to be updated in many cases. Tim Henline met with Victor Vega and Gary Morris about the department reorganization. Victor Vega will have a response to our comments to us by next week, and then we can respond to the changes he has made. Tracy Pellet talked to Tim Henline about enrollment numbers, and said he is working on a document explaining how we lost enrollment numbers and what will be done, which will be distributed soon—end of this week or beginning of next week.

- Board of Governors/ACF Representative Mr. Larry Baker: Our next HEPC meeting is Oct. 11. Next BOG meeting is Oct. 24.
- Administrative/Academic Updates: Gary Morris reports that there are eleven courses on the list for the J-term. Some are face-to-face, some are online. Victor Vega will be sharing the list with departments soon. Our next step is to promote these to students. Most of them are Gen Ed courses. Talk to advisees about these options. Students will be charged a flat rate, \$300/credit, to make it affordable. Courses for SmartEvals have been selected. We are still working on putting the questions for the evals together. Victor Vega is working with the Senate to put a policy in place defining terminal degrees. He's using the document we submitted previously to comment on, which he will give back to us so we can respond again. Follet Discover is an online tool to facilitate faculty adopting course materials through Follet, giving students easy access. There was a webinar this morning; Patty will share the link with department chairs. HLC will visit Huttonsville and FCI on Oct. 30 and 31: last piece for approval of off-site programs. Gary Morris is working on a survey with the library that will seek feedback on how we allocate funding to library resources. Larry will work to get these out to us through Survey Monkey. Shows that we are assessing needs properly.
- Committee Reports:

III. Old Business

- Salary Compression: Larry Baker posted on the ACF website, it got to HEPC, where it started a big discussion that suggests this is a big issue in WV. It's agenda item two for the next meeting, which Larry Baker will attend. There's a suggestion that there needs to be a state-wide solution. WVU has salary compression programs (tiers) within individual programs, but other departments lack those. Nice that HEPC recognized it as a state-wide issue.
- SmartEvals Questions Update: Kandas Queen reports the committee has met again and will meet next week. They have the 150 pre-written questions and are working through to select the most useful ones for evaluating both faculty and courses. Dennis Wemm notes that they are less prejudiciously phrased as our own.

IV. New Business:

- Fred Walborn: The Collaborative Project makes a difference, so he wants to provide an update. (Handout distributed.) One of the hot topics of Complete College America is the entry-level math courses. Colleges are trying all sorts of

solutions, like paying students who pass their math class. We've used the color-coded classes. Started with green, yellow, and red, but tweaked it to include some in-between courses, which are now lime and orange. New data shows that students taking Math 106-L who do not get placed in one or more red or orange course are significantly more likely to pass the math course. Marjorie Stewart points out that when the project first started, it was also considering the roll of developmental English, and asks had it dropped out as a focus. Fred Walborn says they first started by thinking about bringing back developmental Reading courses, but switched focus to developmental Writing. They also focused on getting GSC 100 instated, and trying to get more student veterans, who perform better than traditional students, and getting them a nontraditional student lounge. The Collaborative Project has switched its focus to Math, but it would be great if someone (Retention Committee) could follow up on those other areas. Tim Henline points out that retention is a problem for WV higher education, and it's nice for us to be ahead of the curve.

V. Departmental Representative Concerns

- Marjorie Stewart reports that there are lingering concerns about enrollment. Tim Henline says we can pass those comments on to Victor Vega and Tracy Pellet. Marjorie Stewart notes that the turnover on the waitlists for first-year composition courses, for instance, was enormous, resulting in students who were actually on campus being placed in courses at the end of the first week. We enrolled 13 pre-nursing students who have now been moved to General Studies because we have no pre-nursing degree, though the website still says we do. Students were enrolled without being confirmed and without their permission. The Academic Success Center's process for confirming enrollment was suspended. We need to know to what degree that contributed to the drop in enrollment numbers. What are we doing to make sure this doesn't happen again? Was it a mistake, or willful misconduct? Tim Henline says he's been investigating; he spoke with the ASC. He will leave it to Tracy Pellet to explain more, but measures have been put in place to ensure it doesn't happen again.
- Larry Baker notes that for several semesters he's had students on the waitlist who never show up and who he can't get off the waitlist fast enough to get students who actually want the class in before add/drop ends. We need to make it a policy to remove students from the waitlist after not showing up for a few classes. Students leave, we lose numbers and money. Jason Barr notes that the Retention Committee discussed this last year. Gary Morris notes that Ann Reed has data showing that students who enroll for the first time in the first week of classes rarely finish the semester. She wants to instate a deadline to enroll the Friday before the semester begins, which would make clean-up more efficient.

The question is how to best put these policies into place. It was not implemented this semester. It got trumped. Megan Gibbons asked has any documentation been initialized to show what was the impact of that decision; we don't have to throw out the idea if we see that it continues to create problems to enroll students in the first week of school. Gary Morris suggests we should ask Ann Reed, as she has the data. David O'Dell notes that this is an Academic Policy Committee issue in addition to a Retention Committee issue. Gary Morris notes we use Academic Policy loosely; some things we call policy are just practice, as they haven't gone through a formal approval process. Larry Baker notes we might do something in the middle and only address the courses with waitlists. James Bradley notes that it sounds as though one part of the problem is not having enough Gen Ed sections. Gary Morris notes that with a melt of 258 this semester, we have to be careful not to create too many sections after loss of enrollment. He also notes that he was, at the time, in charge of the ASC, working with Marty Carver, yet few people have asked him directly about the enrollment issue. He invites us to talk to him directly.

- Larry Baker motions to invite Ann Reed to discuss this topic. Dennis Wemm Seconds. Motion carries.
- Marjorie Stewart needs last-minutes comments on the syllabus template before submitting comments to Victor Vega.

Motion to adjourn was passed at 1:12pm.