

# Glenville State College Faculty Senate Minutes

Date: November 13, 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, Dennis Wemm, James Bradley, Marjorie Stewart, David O'Dell, Jason Barr, Shelly Ratliff, Kandas Queen, Amanda Chapman, Jason Yeager, Wenwen Du, Kevin Evans, Dana Wilson.
- Also in attendance: Matthew Thiele, Victor Vega, Schuyler Chapman

## II. Approval of Minutes; Reports

- Motion to approve minutes for October 30 was passed
- Reports
  - President's Report: Tim Henline thanks us for attending the all-faculty meeting yesterday. Several things were brought up that Tim had never heard before. As Faculty Senate, we need to be sure that information is fed up through departmental representatives to reach the Senate. We have a duty to protect the faculty. If personnel is involved, we can go into Executive Session. We need to follow the chain of command first, but if that doesn't resolve the issue, we need to bring it to Faculty Senate. We need to know everything that's happening on campus. Please relay this message to departments. On another note, investigations take a lot of time; Tim is still in the process of a few investigations, and will report to the Senate as soon as he has complete information. In the future, we should convene ad hoc committees to generate actual reports on matters needing investigation. Senate members can propose such an ad hoc committee.
  - Board of Governors/ACF Representative Mr. Larry Baker: Larry notes that there have been no new ACF meetings. The next one will be after finals week. The Board of Governor's met, but only to discuss personnel matters.
  - Administrative/Academic Updates: Victor Vega announces that Fall Commencement is Dec. 8 at the Waco Center. Honors reception will be Dec. 6 at the ballroom. Invitations will go out today. We are behind on book orders. Victor has talked to the chairs about doing book orders through Follet Discovery on Blackboard. Call Patty Snyder with any

problems. Even if the classes don't require a textbook, we have to put "no text required" in Follet Discovery. In AB 213A we now have a TV and video system that can be used for interviews, webinars, etc. We have quite a few faculty positions to be filled; chairs are working on posting those. Paul Peck is retiring at the end of the semester. Lloyd is working on posting a position for a secretary for Fine Arts. One of the library positions has already been filled. Victor working with Melody Wise and the Assessment Committee to attach an assessment piece to the syllabus template. They are also working to make the template ADA compliant by doing things like removing lines from tables. Once the new format comes out, it will go through Faculty Senate for approval. We have funds available for faculty development. This is your money, so use it. Victor has been working with Robin Cottrill to get a college-wide survey service (like Survey Monkey), perhaps by office, that could be used for research. Faculty Senate will have its own account. We'll probably need 15 accounts college-wide.

- Tim Henline proposes we sent a letter to Paul Peck as the Faculty Senate to thank him for his years of service to Faculty Senate, ACF, and the campus as a whole. Moved, seconded, passed. Tim will prepare the letter and bring it to the Senate.

### III. Old Business

- Department Reorganization: Vice President of Academic Affairs Victor Vega reports the newest iteration of the plan will reduce the number of departments from nine to seven, as reflected in the document he shared via email. Victor sent supporting documents to Tim Henline. We all know chairs are not well paid currently, and this new plan moves toward better compensation, and more flexibility for service during the summer. Ideally, a certain percentage of the chair's overall pay would be designated for summer duties, but that will have to happen when the budget allows. Victor stresses he doesn't care about the number of departments, just that we all function well. He urges that we bring any problems or suggestions to him. It would be best if this plan could be finalized by the spring semester.
  - Tim Henline asks we discuss the new proposal with departments, and ask him any questions.
- College Leadership Council: David O'Dell has recommended a procedure for electing new members. We'll need two new members, one for a three-year term, and one for the remaining two years of the term that should have started last year. The Council is the last line of putting eyes on things prior to recommendations going to the President. Victor Vega, as VP of Academic

Affairs, will chair, and also appoint a faculty member. Patty Snyder will be sending out a call to convene the Council soon. Victor will defer to the Senate, allow us to elect our two members, then he will appoint from the remaining faculty. In the past Faculty Senate has taken nominations, with the caveat that you check in with the person you are nominating first.

#### IV. New Business

- Course Evaluations: Kandas Queen shares the latest draft from the ad hoc committee on course evaluations. They streamlined things, added “N/A” since in some departments/courses some questions may not apply, eg. “exposed to diverse viewpoints” in math courses. Online courses will get the additional three questions (14-16). If approved by Faculty Senate, we could institute these questions this semester. The document, if approved, will need to go out by Friday to be implemented for the beta run this semester. If the beta goes well, we will implement it college-wide spring semester. Dana Wilson notes that question 5 is useful because it asks the student to evaluate their own performance, and suggests we might ask more similar questions, eg. “how many hours per week do you spend working for the course?” and the like. Kandas Queen notes that we are trying to limit this to evaluating the course as much as possible. Both Kandas and Dennis Wemm note that this is a work in progress. David O’Dell asks whether the data will be disaggregated in such a way that we can see all answers from a single student. Victor Vega notes that we don’t have that set up for now, but in the future we will do that, in addition to breaking survey questions into sections—course, instructor, student. Kandas Queen notes that our original instrument leaned heavily toward evaluation of the instructor, which they tried to correct.
  - David O’Dell moves to approve the course evaluation as submitted by the ad hoc committee for use on the beta version this semester, Kevin Evans seconds, motion carries.
- Letter of Recommendation: Athletic Director Jessie Skiles
  - Kevin Evans requests that we move quickly through this matter to get to executive sessions.
  - Larry Baker motions that we approve Jessie’s request for a letter recommending his proposal for an academic scholarship, Marjorie Stewart seconds, motion passes.

V. Executive Session: begins at 12:59 pm. State law says this is privileged information that cannot be circulated beyond this room.

- At request of Kevin Evans.

- Motion, second, passed, Executive Session ends 1:18 PM
  
- Kevin Evans moves that the entire faculty hold a vote of No Confidence regarding President Tracy Pellet. The locked, sealed ballot box will be open for voting 12:15 pm-4:00 pm on Thursday, and 9:00 am-12:00 pm on Friday. Kevin Evans will secure a room for voting and create a sign-in sheet with a line for proxy voters, and Marjorie Stewart will create the ballots. For Thursday night the ballot box will be locked in the safe in Public Safety. Votes will be counted by the Executive Committee Friday at noon. Motion seconded by Marjorie Stewart. Motion carries.

Meeting adjourned at 1:20 pm.