

Glenville State College Faculty Senate Meeting Minutes

Date: September 29, 2020

I. Call to Order and Roll

- President Brian Perkins called to order the Glenville State College Faculty Senate at 12:25 p.m.
- Senators present: Brian Perkins, Marjorie Stewart, Kevin Evans, Kandas Queen, Duane Chapman, Wenwen Du, Maureen Gildein, Tim Konhaus, John McKinney, and Dana Wilson
- Also in attendance: Gary Morris, Stacy Adkins, Fred Walburn, Jason Gum, Tegan McEntire, Mari Clements, Mark Manchin, Kristen Tuno, and Tom Ratliff.

II. Approval of Minutes; Reports

- Motion to approve the minutes for September 15, 2020 meeting from Marjorie Stewart, seconded by Wenwen Du. All approved, except Duane Chapman who abstained. The motion carried.
- Reports:
 - President's report: Brian Perkins noted elections and Survey Monkey was managed by Larry Baker, but now Maureen Gildein will be over them. Noted approval was needed for the subscription to Survey Monkey - \$300. Motion made by Marjorie Stewart and seconded by Duane Chapman to renew license for Survey Monkey. Motion carried. Maureen gave update on College Leadership Committee (CLC), at this time all but ten faculty have voted. Remind faculty to vote. Auto emails were sent as reminders. Results should be available by the end of the week.
 - Board of Governors (BOG) Representative Kevin Evans: Noted a retreat was scheduled for October 20 & 21. More to report after that meeting.
 - Advisory Council of Faculty (ACF) Representative Marjorie Stewart: Noted there was a meeting on October 18, 2020. COVID-19 was discussed as being manageable in West Virginia, but HEPC is looking at mental health resources for counselors and students. Credits for dual enrollment did not pass. A shortage of teachers has lead West Virginian Department of Education (WVDE) to suggest student teachers could help and earn clinical hours. HEPC is working on recruiting and retaining international students. ACCE has not meet, related to declassified staff. Next agenda topics on faculty resilience and burnout. HEPC workshops, want to see more people participate. More opportunities coming in January.
 - Administrative/Academic Updates (GSC President, GSC VPAA, Others): Brian Perkins noted concerns related to COVID-19 and that

he had sent comments to Gary Morris to address a list of questions sent to him from faculty. Gary referenced the graph shared previously and noted the point of origin on was on September 12th.

- Gary Morris stated they have contained the exposure. Issues came up at end of last week and he understood that questions come from a point of concern. He brought Stacy Adkins and Tegan McEntire to supply additional answers based on what their departments were doing.
- Questions brought to Faculty Senate related to COVID-19:
 1. *We were told Monday that lists would be provided to faculty with names of quarantined students, either later that day or Tuesday. Then on Tuesday, we were told lists would be provided, either later that day or Wednesday. Ultimately, lists were sent today (Thursday).* Gary Morris apologized, but had 101 students at one time and GSC does not have the infrastructure to deal with that amount of communication. Got overwhelmed. Not due to lack of training, but just could not do more. Corrected the issue by going to a notice from Academic Affairs. This process allows for more direct communication to faculty. Fred Walburn noted he had a student that could not take an online exam because they were quarantined. Mark Manchin noted that sometimes students will put things off when they can. Stacy Adkins noted the Health Department notifies GSC of students that need to be quarantined due to contact tracing. Stacy noted ASC advises students who are self-quarantining to continue academic course work and assignments. Fred wanted to know can he ask students if they are being quarantined, Stacy said no, probably not legally. Mark Manchin commented on HIPPA laws, and noted that right now there are 5 active cases. Most students have been asymptomatic when they tested positive. The Health Department does the contact tracing. The Governor's Office called and said he had a report that students in quarantine were out running around. Some students are telling faculty they are quarantined, but they might not be directed to do so by the Health Department. Standards used to involve a doctor's note. Duane Chapman noted he reports students in question to Stacy to verify students that might have academic issues. Kandas Queen questioned the legal ramifications of a doctor's note and HIPPA compliance. Mark Manchin noted if faculty have questions related to a student self-identifying the need to quarantine to call Stacy. Currently have 51 students in

quarantine on campus. Quarantine does not mean positive cases. We are working to be very transparent of what is going on, but need to be careful about what is said. Fred asked if he can be told if positive, the answer was no.

2. *Will we be notified when quarantine has been lifted for respective students, or do we assume that if they are in attendance they are out of quarantine?* That information will be provided. Contact ASC.
3. *Some faculty have noticed that students “officially” listed as quarantined have been in attendance for classes this week. How are we to address these situations?* Hopefully, the email will go out and notify the student, but if a student is on the list and shows up then notify ASC.
4. *Dr. Morris’s message on Sunday did not specify whether or not faculty had the option of converting their hybrid/face-to-face classes to completely online. Faculty did not receive word until after the department chair meeting Monday afternoon that we are NOT to convert our classes. Some faculty have multiple students in one class, who have tested positive for COVID-19. While others, have multiple students who are in quarantine. In both cases, the physical attendance has dropped markedly.* Gary Morris stated we need to let contact tracing occur, we cannot have individual instructors make decision alone, not fair to other faculty. Department Heads were told this could be approved on case-by-case bases. Intent of being ready to go online was due to what happened in spring, not for this issue. While there have been issues, if we abide by keeping to social distancing following safe practices we should be good. This is also indicated on the graph, which shows contact has not happened via classroom, but through social activities. Students have noted that they wanted face-to-face (f2f) and it is not fair to students wanting that interaction with faculty. Work with students on what they want. The decision to move online will happen one of two ways: We have a pandemic, which will be determined by President Mark Manchin for GSC, or the governor will call it for the state. However, it has to be uniform and fair. Kandas Queen asked how a hybrid was defined. Gary replied it is where 50% - 99% of the course content is delivered online. Working on improving definitions for spring. If teaching a hybrid, Gary noted faculty should advise students from the beginning how the course will be and it needs to be

consistent. We need to make sure that we do not lose our students. Need to be communicative with them.

5. On campus testing for random... *At the last faculty senate meeting, Dr. Morris asked us to encourage our peers to please honor their appointments for active cohort testing on campus. Yet this week, some members of my department were told that testing availability is now limited and if faculty want to be tested they must go through their insurance carrier or pay out of pocket to have testing done.* Gary Morris noted there was a misunderstanding between the nurse and administration, but it has been resolved. Noted they are working with Minnie Hamilton on a spit based test, which could be used for surveillance testing. The process would be come to HR spit in tube and it is shipped off for testing. This is being spearheaded by HEPC. Surveillance testing is not discouraged, but we are in transition with this new process. Brian Perkins asked when it will start. Tegan McEntire stated that is still to be determined. Gary noted they are still putting things together and looking at rapid tests.
6. *Are faculty supposed to determine whether or not they should self-quarantine? Who determines if a class should quarantine? For example, 2 students attended class last Thursday and then were told to quarantine on Friday. They received positive test results a couple days later. Should the entire class be quarantined?* The Health Department will determine this. GSC is relying on them completely for this information.
7. *Who is responsible for this? The county health department? Tegan McEntire? Is the onus on the person who tests positive to notify people they have come in contact with?* Brian Perkins noted this was already answered – The Health Department.
8. *Why are we still on campus?* Gary Morris asked what the concerns were. Duane Chapman commented he was here because he had to teach his classes. Gary compared GSC to WVU & MU and noted that unlike them 50% of our students do not want to be online. Which population do we serve? Faculty were given the choice to teach online, if they are not wanting to teach f2f for spring, they need to identify that is what they want, and they need to be consistent with our mission for students.
9. *Why wasn't Pickens Hall prepared from the beginning of the semester since it seems obvious we would need it and now*

we're scrambling. Tom Ratliff noted Pickens was ready, but knew there was some confusion. It involved the process with Health Department and how they aligned with us. A lot of prep work was done to get it ready for the two types of tenants. Health Department told us to house them where they are at. This helped to keep county numbers where they needed to be. Building was ready. Brian Perkins asked about the number of rooms available. Tom said all are, but some might be 4 occupancy based on when test dates were given. We bought TV, microwave, etc., and worked to make logistics happen. Duane Chapman noted that now we are ready to go. Tom agreed and noted that linens are in place. There were 30 that are ready instantly.

10. *Here is my concern. We were told throughout the entire summer that we were to prepare our classes to move to online at any point. Administration talked about the need for us to be flexible with the institution and with our students. When the cases appeared (receiving the information first from a Health Department Facebook post rather than GSC), we were told that we cannot be flexible with our delivery method and it must be a uniform decision across all departments. Why we were not allowed to be flexible in our delivery method for a week?* Brian Perkins noted this had already been addressed. Gary Morris noted there was some flexibility for example: For one week not meet, but along with what was mentioned earlier maybe have two f2f meetings the following week. Needs to be consistent for the student's sake.

11. *Brian: I had a student who showed up to my class after I received a copy of the list of students who were quarantined. I informed the student that he was under quarantine and sent him back to his dorm room. The student told me that he had never been told to quarantine and that he was still eating his meals in the cafeteria. I don't know if this is an isolated incident or not. I also let Gary Morris know since there seems to be a breakdown in communication somewhere.* Brian Perkins commented we have already covered. Gary Morris stated the Health Department told student not to quarantine, but GSC was going off a list where they were quarantined. Stacy Adkins stated it was not based on just being in direct contact with a positive COVID-19 person, but

it was based a number of set criteria determined by the Health Department on how that is defined.

12. *My question is if I have MANY students who have tested positive and or are quarantined because they've come in contact with someone who tested positive can I move stuff online depending on the week and where my class is with Covid numbers if I'm not comfortable with the face to face contact. With the Hybrid method that I chose to teach this semester I thought this would be an option for us especially if positive Covid numbers increased like they have in my classes.* Brian Perkins commented that if faculty feel like they need/concerned... Gary Morris commented it needed to be driven by student decisions, need to let it be student centered. Letting them make the decision.
13. *Specifically, I am curious how the administration worked collectively internally and externally with community stakeholders (e.g., Department of Health, Board of Education, Mayor, Emergency Agencies, etc.) since last SP2020 semester, when we were informed by the CDC of the long-term effects of COVID 19, the anticipated continuance of the pandemic into the fall semester, and the expected "second wave" by December (which is now in Europe).* Gary Morris congratulated Mark Manchin for how he has handled this. He has been asked these questions since he first arrived. He brought everyone together to make sure that plans were made, including communication with the state. Then three days before, got the call that the antigen test would not work. Mark Manchin stated he works to keep the state informed and he is heavily engaged in the communication. Mark Manchin noted he spoke to the mayor, tried to get proper information out prior to misinformation. Sarah Tucker, spoken with from the governor's office to make sure concerns regarding the raised questions. Noted it can all change quickly.
14. *What changes does the administration plan on making to more effectively address and communicate COVID policies on campus?* Gary Morris noted he is responding to these challenges as they come along. If there are things that are not changing, this type of communications is helpful. Mark Manchin noted this allows us to work together to overcome and we need to direct questions to Administration for response.
15. *Our college serves students (prisoners for example) at other facilities/locations, so would it be possible for faculty/staff to*

receive the number of COVID-19 cases at these facilities? Faculty/staff are interested in these metrics too. Gary Morris noted that with the prisons the news is good. Tom Ratliff noted he tracks this every day. Currently, Huttonsville Correctional Center (HCC) has - 0. Federal Correctional Institution – Gilmer (FCI) has none in our program. He noted a webpage from state identifying the number of cases that is updated daily.

16. *I've had a few students who had been in quarantine return to class and tell me that no one called them to tell them their test had come back negative. They only found out because they called the campus nurse and/or Minnie Hamilton to inquire. They were told that students were responsible for asking about their test results, because there were just too many students being tested for the nurse and/or Minnie Hamilton to handle calling/emailing everyone about their test results. They had not been told they were responsible for following up about the test when they were getting tested and being asked to quarantine. Which means if students don't know to ask for their results, they could spend a very long time in quarantine unnecessarily. Of course, you never know if students are accurately representing the facts, but this is concerning if true.* Brian Perkins noted he was tested Wednesday, but as of today had no results. Gary Morris noted no news was good news. Tegan McEntire stated you can call her too if wanting results. Kandas Queen noted she had been tested on Wednesday and that Minnie Hamilton called on Saturday with result - negative. Gary noted there were challenges with students not answering their phone.

17. *One last question. What releases from quarantine? Just they passed the date without getting sick, or do they have to get a negative test. Because if they self-quarantined, or were told to due to exposure, but have not had a test done, we don't actually know their status. Or are we assuming after 2 weeks they are clear?* Stacy Adkins stated the Department of Health provides a letter of release. The ASC communicates with the student and follows up with students on protocols for those being released.

- Brian Perkins asked if there were any other questions. Tim Konhaus stated he was still not sure when we will know who is in quarantine. Gary Morris noted there will be date ranges on the absence lists that will come from Academic Affairs. They are working on cleaning it up and getting it ready

for faculty, by groups, listing students that will be out of class, and including a date range. Tim asked if some will be retroactive. Gary replied, yes. Stacy Adkins commented that based on these changes, it will help to clean up communications.

- Duane Chapman states that students are being feed, have been working with coaches, and are looking for faculty that would like to help with this. Call athletics if you are interested, especially needing help on the weekends. We have got through it good, but we can still use help. Casey makes notes if there is anyone not getting what is left. Like to have help. Duane noted it takes about 30 minutes, but very organized.
- Brian Perkins stated he appreciated everyone attending and addressing issues.

III. Old Business

- Discussed Faculty Survey.

IV. New Business

- Elections/Survey Monkey
- Online Course Evaluation

V. Departmental Representative Concerns

- Brian Perkins asked if there were other concerns, none were noted. Duane Chapman made the motion to adjourn, and Maureen Gildein 2nd. The motion carried. Meeting adjourned at 1:15 p.m.