

Glenville State College Faculty Senate Meeting Minutes

Date: March 23, 2021

I. Call to order and Roll.

- President Brian Perkins called to order the Glenville State College Faculty Senate at 12:25 p.m. in MCCC 319 and via conference call.
- Senators present: Brian Perkins, Kevin Evans, Marjorie Stewart, Jonathan, Minton, Kandas Queen, Wenwen Du, Duane Chapman, Ken Lang, Maureen Gildein, Tim Konhaus, and John McKinney.
- Also in attendance: Gary Morris, David O'Dell, and Jason Gum.

II. Approval of Minutes; Reports

- Motion to approve the minutes for March 9, 2021 meeting as amended based on discussed changes from Tim Konhaus; seconded by Duane Chapman. Vote approved. Marjorie Stewart, Jonathan Minton, and Tim Konhaus abstain. Motion carried as amended.
- Reports:
 - President: Brian Perkins did meet with CLC on Friday, March 19th and moved things forward with CLC. The only things left outstanding are the Overload Policy and the International Policy for faculty. Duane Chapman reminded Overload Policy was just a recommendation to BOG. Brian Perkins noted CLC made some good suggestions to help clarify the language. Gary Morris noted getting back to shared governance and items going through CLC.
 - Board of Governors Representative: Kevin Evans noted BOG met and covered three agenda items: Consolidated Course fees, Online Tuition fees, and changes to room fees. These were all approved by the BOG. (Will send out a summary.)
 - Advisory Council of Faculty Representative: Marjorie Stewart noted ACF met Friday, March 19th for state legislators to call in discuss issues. Paul Epinosa, Republican from Jefferson County, called in and his interest was in Broadband; wants it, but wants to encourage private sector to fund. Talked about mental health resources. Afterwards, ACF discussed the Campus Carry Bills that are in house right now, and feel they will not go through this year, along with the Income Tax Bill. Big thing was to help the state to improve globalization, especially in higher education. They would like presidents (and their cabinets) to pass a resolution in support of the idea. Did say they will send out an email to legislators about issues and invite them to participate. Another meeting in April.
 - Cabinet Updates: Marjorie Stewart had already sent out notes from previous meeting; they did not meet last week. Some discussion on shared governance, but it is on agenda list below. Brian Perkins asked if any issues

faculty felt needed to go up to cabinet members, send to Marjorie Stewart and Brian Perkins and they will mention them in the cabinet meeting. Marjorie Stewart noted there was discussion for Gary Morris to send out email regarding contracts and teaching loads.

- Academic Affairs Updates: Gary Morris noted Off-campus (dual enrollment and FCI/HCC) will be moving under Mari Clements in Academic Affairs. Gary Morris will send out an updated organizational chart. Jeff Hunter has been working with Dave Hutchinson on grants. We have a grant writer helping them with writing grants and looking at feasibility for any grants we find. Duane Chapman asked if we should take any grants we find to Jeff Hunter. Gary Morris responded yes, so we have a centralized place for all the grants in one place. Noted this helps with reporting. Another thing Gary Morris would like some feedback from faculty related on how to proceed with lecturers. Noted they are stuck at that rank, but would like to propose a process that would allow for them to move up. Stated HEPC allows for senior lecturer and Gary Morris would like to propose lecturers be allowed a similar process as tenure and promotion, not as extensive since it would be without scholarship, but after a given amount of time they could apply for senior lecturer and an incremental pay increase and recognition of their value in teaching. CLC meeting on Friday to discuss things outstanding that Brian Perkins had mentioned; everything else moving forward to President's office. Making progress with Strategic Plan. Meeting on Saturday. We have mission and vision for the college and are now looking at values and goals and the attainment of those goals. Scheduling is moving forward for next four semesters. Have meet twice with most departments. In the next cycle, everyone has a final review of the schedule and have it ready by first of April for advising. The intent is for us to advise students for three semesters, summer, fall, and spring. Next year, we will try to have the next three years built, so going forward we will always be working on the fifth year. Graduation is still a WIP. HLC will be here this fall about our graduate programs. We will start having presentations for the campus about the programs by Jeff Hunter and Gary Morris, and would like to do what did for last HLC focus visit with mock interviews.

III. Old Business:

- FAR Update - Duane Chapman stated meeting with Maureen Gildein and Kandas Queen and working on updating FAR. Kandas Queen had developed a template that included sections for your comments and allowed for comments to be added for discussion when you sit down to discuss your FAR. Trying to streamline the process. Commented on meeting the needs and the requirements of all departments, noted Math and Science. Meeting on March 31 at 2 p.m. Working to

align the process with tenure and promotion and hoping it will be fairly simple and easy to use compared to previous versions. Will email out as soon as it is ready.

IV. New Business:

- Attendance Policy – Brian Perkins noted from Academic Policy Committee there were two main changes. One was making sure that attendance was required for all classes. The second is putting F2F and online in a single heading rather than being separate. Kevin Evans noted the online part was new; it was proposed last year, but got lost in committee during COVID-19. Brian Perkins noted this had been approved by Academic Policy Committee. Marjorie Stewart motioned to approve; Ken Lang seconded the motion. All approved. Motion passed.
- Library Advisory Committee Bylaws update – Brian Perkins recognized Jason Gum to discuss changes. Jason Gum noted changes to the bylaws were mainly on who chairs the committee and term limits so the same members to not serve continuously. Jason Gum noted, in response to comment from Duane Chapman, some of the update related to the purpose of the committee. Brian Perkins asked about academic division and noted it might need to be department. Jason Gum noted he would make those changes. Kevin Evans motioned to approve the Library Advisory Committee Bylaws as amended; Marjorie Stewart seconded. All approved. Motion passed.
- Part-time faculty handbook – Brian Perkins noted on page 4, third paragraph it noted “Department heads will review part-time faculty once per semester during their tenure and provide written review of instructional performance” and he thought the use of the word tenure was redundant. Discussion followed. Brian Perkins also noted on page 11 it referenced contact hours, but on page 3 it mentioned 16 weeks and questioned if the language aligned. Gary Morris confirmed 15 weeks of lecture and the 16th week as finals was the correct language. Ken Lang noted on page 7 (under communication) the department chair going was going to assign a mentor, and then page 12 (under department chairs) it mentioned the department chair will work closely with the part-time faculty, questioned if this was consistent language. Gary Morris asked for us to send an email from the body of Faculty Senate with comments and for review. Not an action item, but would like for faculty to review and address areas they might have an issue with and to have a consensus on it. Brian Perkins stated if not in a hurry, he would like more time to review. Gary Morris noted the body that worked on it was broad but wanted faculty to review. Brian Perkins asked if Part-time faculty were on the committee, and Gary Morris noted some were part of the committee. Brian Perkins said it should be shared with department chairs and departments.
- ACF & Course Scheduling – Brian Perkins goes back to email Gary Morris sent regarding a negative communication. Duane Chapman stated his department wanted to know why a negative message was sent out. Noted his department wants to see the email to determine for themselves. Jonathan Minton asked what was actually said, and was it truthful. Marjorie Stewart noted the question was asked

about how scheduling was going, especially concerning on-ground, online, and hybrid, relating to COVID-19 issues. She noted it was hard to tell as scheduling was kind of a mess, or something to that nature. Noted probably should not have said that. Jonathan Minton said he thinks we could all agree that it has been challenging with schedules and dealing with the pandemic, and he did not think there was anything said that was negative or mean. Discussion followed. Different personalities were noted. Marjorie Stewart noted she was sorry people were upset and that she had spoken with Gary Morris and the Executive Committee. Brian Perkins noted he appreciated her work and that we were all here to represent our college the best we can. Marjorie Stewart wished people had talked to her before it became a campus wide problem.

- Shared Governance Diagram – Brian Perkins noted it dates to the late 1990's. Gary Morris confirmed 1999 and that updates since that date were mostly names/titles, added BOG, updated what we call SGA, removed non-committees and tried to keep language updated. Brian Perkins noted we do not have an Academic Affairs Committee anymore. Curriculum Committee still have. Brian Perkins asked about IDS Degree committee. Gary Morris noted we do not have a committee, but we do have a degree. Duane Chapman noted we used to have committee to approve degrees. Brian Perkins noted that might be part of the Curriculum Committee now. Kandas Queen commented that currently it was part of what she oversaw as the RBA Director. Discussion followed. Brian Perkins do we want to have an IDS Committee. Marjorie Stewart thought we should have a more than one person review that process; it should have some oversight. Duane Chapman noted to move it to Curriculum Committee. Associate Degree Committee, Brian Perkins noted we do not have that committee any longer. Academic Appeals Committee was good. Educational Personnel Preparation Committee? No one seemed to know much about it. Gary Morris noted he had a book with description of committees, but that one was not in it. Library Committee, Faculty Development Committee, Academic Policy Committee, Enrollment Management (WIP). Discussion followed on Enrollment Management and Student Life, and history of committees for Faculty Senate. Kevin Evans noted it would be strange that one committee reports straight to CLC. Duane Chapman noted Jerry Burkhammer and Cheryl McKinney would have some insight on those committees. Discussion followed. Duane Chapman noted Brian Perkins and Gary Morris need to decide what happens with committee #4. Assessment Committee needs to be added. Brian Perkins noted Tenure and Promotion Committee was listed, but it reports straight to the Provost. The Online Course Support Committee (OCSC) should develop bylaws and move it to an actual committee. It should report to Faculty Senate. Discussion followed on how members are selected and status of bylaws. Brian Perkins will update and send out again. Maureen Gildein noted the Financial Aid Appeals Committee was part of the committees. Brian Perkins will look at how that reports. Gary Morris noted it

reports to Financial Aid office. Duane Chapman noted it also reports to Faculty Senate.

- Historical Preservation Committee – Jason Gum noted this was a mechanism formed by our First Lady to preserve history and help to preserve some of our buildings. There are funds secured to support, for example the Alumni House. Discussed ways and methods of securing funding and getting historical recognition for other houses and structures. Discussed historical district on campus. Noted there were four buildings working on. The Presidents house was already started, but would include the Science Hall, AB, LBH, and Clark Hall. Once that is run through the state office, it goes to the national agency, and at that point they will call it the Glenville State Historical District. It will open it to tourism and promotes us and allows for application for funding. It does have a faculty representative, currently Maureen Gildein, but would like for it to continue to be from Faculty Senate. We have our 150th year coming up, looking at PR and supplemental activities. Jason Gum sees the future of it guided through grant funding and including the physical plant more as funding is approved for things like opening up the President’s auditorium like it was 1910. Once receive funding there are rules on how to apply it. Maureen Gildein added we submitted a grant for fixing porch and roof of the Alumni house and received that grant for \$9,200. There was also a matching grant with the Foundations office. Just received notice today of another \$10,000 they will receive. The money is out there. Brian Perkins asked how fit in with facilities master plan, and if there was a director of facilities anymore. Jason Gum noted the Vice President was the liaison on the committee. There has been discussion about facilities, but not sure where that stands. Brian Perkins recommended to have someone from facilities on it. Duane Chapman noted Article 5, section 1, where president’s spouse must serve as chair, and noted instead to make it the president’s appointee. That way it is opened to those that are interested and wants to keep it sustainable. Kevin Evans noted the membership and asked why wanted someone from Faculty Senate. Jason Gum noted he wanted faculty involved. Discussion followed about letting it be a faculty member at large, but not necessary a Faculty Senator. Duane Chapman asked about getting the Gilmer County Historical Society involved and the City Councilman. Gary Morris noted including the Folk Festival. Kandas Queen noted the involvement with the community was good for GSC. Duane Chapman thinks this should be the Foundations or Presidents committee to keep it more sustainable.

V. Adjournment:

- Marjorie Stewart motioned to adjourn and Kandas Queen seconded the motion. Motion carries.

Meeting adjourned at 1:23 p.m.