

Glenville State College Faculty Senate Meeting Minutes

Date: October 26, 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 Teams.
- Senators present: Brian Perkins, Kevin Evans, Jonathan Minton, Kandas Queen, Wenwen Du, Duane Chapman, Ken Lang, Tim Konhaus, John McKinney. and Maureen Gildein.

Also in attendance: Gary Morris, Mari Clements, and Bert Jedamski.

II. Approval of Minutes; Reports

Motion to approve the minutes for October 12, 2021 meeting by Kevin Evans; seconded by Ken Lang. All voted; motion approved.

- Reports:
 - CFO Bert Jedamski – Bert Jedamski reported we finished the close out of the fiscal year 2020/2021 within the past couple of weeks and received our audit opinion. He presented those results to the BOG and Business Finance Committee last week. A notable result on the bottom line was a \$5.067 million in positive net revenue. A big improvement from the previous year of \$1.4 million net loss, which followed a trend of net losses over the past several years. Bert Jedamski noted some of the reasons that drove the year's positive net result were because of significant one-time assistance from: a) CARES-19 HEERF fund aid and the American Rescue Plan, b) a generous appropriation from the state of \$1 million for educational initiatives, and c) an accounting adjustment to our post-employment liability that was driven by market factors and other things in excess of \$1million. He further commented it could look very different in future years since many of the factors that assisted us this year were only one time support items. Bert Jedamski also noted that being in a good financial condition this year with a strong balance sheet provided GSC with more time to accomplish things, such growing enrollment by starting new nursing and graduate programs. In terms of the audit, GSC received an unqualified opinion, which is a clean audit, from Hayflich CPA.

Bert Jedamski noted a tremendous effort had been dedicated towards improving Account Receivables (AR) this semester; referenced that the past week showed AR 2021 at approximately \$600,000 compared to the

same time last year with AR 2020 of about \$2 million. Bert Jedamski credited proactive actions and working with other groups, like Financial Aid and Admission, to help accomplish this improvement. He further noted plans for continued improvement by looking for ways to complete reports and processes more effectively.

Bert Jedamski also commented on the amount of turnover in the Business and Finance Department. Debbie Spence retired; Jenny Boggs has taken that position over and will be the person in charge of payroll and benefits. Mandy McGrady left last week for a job with the FBI. Bert Jedamski noted they were working hard to get fully staffed and if you have any questions on who you need to talk with, please let him know and will try to direct you.

Bert Jedamski noted the roll out of Barnes and Noble (B&N) as a new process for GSC and a somewhat new feature for B&N with the First Day Complete program. He further recognized there were challenges when trying something new and the importance of addressing those challenges to find ways to improve. He noted Gary Morris and the Academic Affairs team were important to help resolve issues they had faced with B&N and were probably the most knowledgeable on how it could be improved.

Bert Jedamski commented they were working hard on the budget for the fiscal year 2022. They are looking at enrollment projections and hopes to have more information on the budget at his next visit to the Faculty Senate meeting. Brian Perkins asked about the \$5 million positive net and how far that would carry GSC. Bert Jedamski referenced the cash flow projection and stated it would help us. He further noted that some of that money was restricted on how it could be used, but thinks that based on projections we should be able to make it through the year without having to borrow from Foundations. Referenced GSC's high debt as something that made it difficult. Discussion followed related to cash flow projections and access to a line of credit with Foundations.

Brian Perkins asked if there were any students that might be able to work for GSC as interns from our accounting program, and whether they could help fill some of the open positions. Bert Jedamski noted that we did not have any right now.

- Board of Governors (BOG): Kevin Evans noted the BOG met on Wednesday, October 20 and that he had emailed notes from the meeting

and would answer question as needed rather than read it. He further commented that the committee had six actionable items, but only approved two of the six, the consent agenda and the audit (discussed by Bert Jedamski). BOG postponed the four other items but have a special meeting coming up on Friday regarding GSC going to a university status and the Nursing program (agreement of the consortium agreement with Marshall University). They discussed the Nursing program, but wanted more time to review before voting on it.

Kevin Evans noted the two other items were the delegation of power to the president and that the BOG felt it needs more review/revision, and Policy 25B (Overload Policy). BOG wants to make sure the policy says what faculty want it to say. Kevin Evans referenced the language that related to overload pay that stated it would be paid by semester, which was removed and replaced with the course you agree to. He questioned if the language was strong enough since there have been debates about which course was actually the overload course. Kevin Evans further noted that there was no reference to contact hours in the policy and how that was being recognized. The BOG decided not to approve until faculty had a chance to review it again and make sure it was right. Brian Perkins asked how the document was being shared for us to give feedback on it. Discussion followed that noted the two areas to review were 5.3 and 6.1. Brian Perkins noted it might have changed when it went to CLC. It was discussed that Kevin Evans would forward the section needing to be reviewed to Faculty Senate.

Maureen Gildein commented on the BOG meeting going into Executive Session. Kevin Evans noted BOG was in Executive Session for over an hour on a personnel issue regarding a previous employee.

- Cabinet – Brian Perkins referenced Marjorie Stewart’s email she had sent out with cabinet notes
- Administrative/Academic Updates (GSC President, GSC VPAA, Others): Brian Perkins recognized Gary Morris who commented he wanted to give a shout out to Duane Chapman on all the work he had put into Friday and a good job to everyone that worked on putting together the events (Art show, Alumni house, etc.) Duane Chapman conducted tours of the Art Show. Jason Gum and David Hutchinson had a hand in it too. Gary Morris stated he thought Friday was a unique experience and thanked everyone for their work on it.

III. Old Business:

- FAR (Faculty Accomplishment Report/Faculty Accomplishment Reflection) Brian Perkins sent feedback from his department on the FAR to Duane Chapman, Maureen Gildein, and Kandas Queen. Duane Chapman asked if there were any other departments. He noted it was just some rewording and noted he could send it out to all Faculty Senate members to solicit feedback from all departments. Kandas Queen noted the Business department had mentioned including professional/industry certifications. Discussion followed on rewording suggestions that could be used instead of assessment. Brian Perkins noted that Rico Gazal suggested listing grants that had been submitted. He further noted another suggestion under service was to include recruiting, retention, student advising, and administrative assignments. Brian Perkins noted these were thought of as important parts of the old FAR and should be part of the new FAR. Duane Chapman commented that departments still needed to provide examples of what would work for professional development in each department. He further noted there was no need for the FAR subcommittee to meet again until all feedback and information had been provided. Kandas Queen asked Brian Perkins to add that request as a reminder when he sent his email sharing the FAR suggested rewrites to Faculty Senate members.

IV. New Business:

- Academic Assessment Committee Bylaws – Brian Perkins questioned if everyone had reviewed and if there were any questions. Wenwen Du, who is on the Assessment Committee, noted the committee had discussed the new bylaws in several meetings. Brian Perkins commented on developing and adding language on staggered membership terms to help build consistency. Discussion followed on membership and the uniqueness of the committee. Brian Perkins asked we were ready to advance to CLC or do we need more feedback from the committee. Maureen Gildein noted we needed to resolve the question regarding membership before advancing it. Wenwen Du will raise the question at the next Assessment Committee and bring comments back to Faculty Senate.
- Overload Payment Memo – Brian Perkins referenced the memo from Gary Morris on the calculation of credit for hours for overload on such things as labs and teaching observations, music internships, and so forth. Gary Morris noted the memo was in response to a request from Faculty Senate earlier regarding discussion on overload and when they would be paid. Gary Morris stated that overloads would be paid in the spring semester and the memo detailed how the calculations would be applied to teaching loads. Kevin Evans asked if the contact hours information was part of the Faculty Handbook. Gary Morris noted that the memo information was not listed, but thought it should be in the handbook for next year. Discussion followed that noted the BOG Policy should reference the

Faculty Handbook and the handbook should contain the specific information regarding overloads to form alignment. Kevin Evans motioned to accept the Overload Payment memo information and to have the information put in the Faculty Handbook. Duane Chapman seconded. In discussion, Brian Perkins asked if Land Resource labs would be covered like a lab science. Gary Morris noted these calculations could still be applied to any lab science, unless there was another calculation that should be used. Gary Morris noted Land Resources had some unique labs, but these calculations followed what Rico Gazal and him had been using for the last few years. All voted. Motion carried.

- Tenure Delay Memo – Brian Perkins referenced the Tenure and Delay memo. Gary Morris noted this was a question that had been raised earlier by faculty and it needed to be formalized. Brian Perkins commented on the need to request in writing by April for those wanting to delay and how that might affect those this year who had been affected by COVID-19 issues. Gary Morris noted they should talk to him. Going forward it would be an April deadline. Kandas Queen noted questions in her department related to whether there would be any issues with this regarding our contracts. Gary Morris noted that by setting a deadline of April they would be able to adjust the upcoming years contract. The intent was not to conflict with the contract that faculty were currently under. Gary Morris commented the only exception might be with the example that Brian Perkins referenced and someone having issues with COVID-19 this year who needed an extension. Tim Konhaus motioned to accept the information in the Tenure Delay memo. Maureen Gildein seconded. All voted. The motion carried.
- Faculty Lounge – Gary Morris noted he had a regular meeting with the SGA president regarding student concerns. He noted SGA were being much more engaged this year and trying to get more students involved in activities. SGA made a request to have the space (SGA room by the cafeteria) back that was previously SGA, the sign still denotes it as SGA. Gary Morris commented he would bring the request to senate, and he was following up with Staff Council about it too. Discussion followed that noted this space was originally designed to be for SGA, that we are here for the students and this would be a great space for them, it would be good for campus tours to let people see student involvement, and that they currently do not have a space that is easily visible to students. John McKinney shared that it was a great space for student government to have and that was the original function of that space. Faculty did not occupy the space that much. Brian Perkins referenced an email from Marjorie Stewart and that the theater group used this space too. Jonathan Minton confirmed that Marjorie Stewart wanted to mention that other student groups also used the space, and that a Language and Literature group meet there every Friday. Brian Perkins asked if SGA was willing to let faculty use it and share it. Duane Chapman made the motion to give the SGA room back to students/SGA. John McKinney seconded the motion. In discussion, Kandas Queen followed up on the question posed by Brian Perkins and questioned

the ability for faculty to be able to still use the space and share it with SGA. John McKinney noted that should be up to students and that faculty should ask the students/SGA for permission to use the space. All voted. Motion carried.

V. Adjournment:

Kandas Queen motioned to adjourn the meeting. Brian Perkins seconded the motion. Motion carried.

Meeting adjourned at 1:11 p.m.