

Glenville State College Faculty Senate Meeting Minutes

Date: April 5, 2022

I. Call to order and Roll.

- President Brian Perkins called to order the Glenville State College Faculty Senate at 12:29 p.m. in MCCC 319 and via Teams.
- Senators present: Brian Perkins, Kevin Evans, Jeffrey Bryson, Jonathan Minton, Kandas Queen, Wenwen Du, Duane Chapman, Ken Lang, Tim Konhaus, Maureen Gildein, and David Lewis.

Also in attendance: Mari Clements

II. Approval of Minutes; Reports

Motion to approve the minutes for March 22, 2022 meeting by Jeffery Bryson; seconded by Wenwen Du. All voted; motion approved. Discussed amendment to the minutes correcting the language regarding the Chair of the Enrollment and Retention Committee to state that it would be held by a faculty member. Jeffrey Bryson motioned to approve the minutes as amended; seconded by Maureen Gildein.

- Reports:
 - Board of Governors (BOG): Kevin Evans noted no meeting to report. The next executive meeting was scheduled for April 20th. The full BOG meeting was scheduled for May 4.
 - Advisory Council of Faculty Representative (ACF): Jeff Bryson commented that the ACF was scheduled to meet, but had no agenda items so the meeting was canceled and he had nothing new to report.
 - Cabinet: Dwight Heaster – Notified there had been no meeting and there was nothing new to report.
 - Academic Affairs – Brian Perkins recognized Mari Clements who noted there was nothing new to report from Academic Affairs at this time.

III. Old Business:

- Enrollment Management and Retention Committee bylaws – Brian Perkins noted the latest revised draft of the Enrollment Management and Retention Committee bylaws. Discussion followed on feedback for the draft from departments. Maureen Gildein moved to accept the draft of the bylaws for Enrollment Management and Retention Committee. Wenwen Du seconded the motion. All voted. Motion carried. Brian Perkins will forward to CLC.

IV. New Business:

- Academic Policy Committee Report – Discussion that it was not sent.

- Academic Assessment Committee Report – Brian Perkins noted they had met 17 times and might have one more meeting this AY. He noted they do a lot of work reviewing reports and providing feedback to departments. Kandas Queen motioned to accept the Academic Assessment Committee Report. Maureen Gildein seconded the motion. All voted. Motion passed.
- Brian Perkins recommended the following changes to the report template committees used to report back to Faculty Senate:
 - Add a section that listed the members of committee; including who was chair and vice-chair.
 - Add a section to note how files were managed and/or stored for the committee. Discussion followed regarding issues committees had on knowing where to report activities and motions. Brian Perkins noted he would revise and send it around for Senators to review. Jeffrey Bryson commented on leaving a section where committees could report on things they were involved with other than motions.
 - Kevin Evans noted committee reports come to Faculty Senate for review and comment, but there was nothing in the bylaws that specified what that meant. He commented on the need to define in the Faculty Senate bylaws what review and comment meant and the reasonable timeframe in which that should happen. He further commented on the process for Faculty Senate to forward information on to CLC (CLU).

Brian Perkins noted it went to shared governance and referenced the Shared Governance diagram that Senators had reviewed earlier in the year. He agreed that it would be nice to have it spelled out in writing as well as a diagram on the process. Brian Perkins also referenced the new BOG policy related to shared governance; Kevin Evans noted the new policy was really about holding Meet and Confer meetings. Brian Perkins commented on the possibility that could be expanded upon to help define the process better.

- Kandas Queen commented on the need to update the name of Glenville State University in the Faculty Senate Constitution.
- Meet and Confer Meetings – Brian Perkins asked for feedback from departments regarding the suggestion by Staff Council regarding the frequency of the Meet and Confer meetings. Kevin Evans noted feedback from the Science and Math department that they were fine with that suggestion, but recommended going back to breaking out meetings. He commented on meetings for faculty and staff and students might result in things that would not

be relevant all groups. Kandas Queen noted one member from the Department of Business thought there needed be more communications, not less. Some others had indicated they were fine with moving to a fewer number of the Meet and Confer meetings. Maureen Gildein noted the Education Department felt like they always learned something new in those meetings. They also expressed that if the number of meetings were reduced then have a shared file for the faculty where notes from the President's Cabinet meetings could be housed to help keep up communications. Brian Perkins will let them know that Faculty Senate was fine with fewer meetings and the possibility of breaking out meetings.

- Departments New Faculty Senate Representatives – Education: Maureen Gildein, Fine Arts: David Lewis, Land Resources: Nabil Nasser, , Science and Math: Pai Song, Social Science: Josh Squires. A deadline was set for the following Monday to determine department representatives so the election process could begin for the At-large Senators. (Business: Leslie Ward, Criminal Justice: Elizabeth Matory, and Language and Literature: Jennifer Wenner selected as department representatives by the deadline.) Brian Perkins questioned the election process for the remaining At-large Senators. Duane Chapman noted the faculty members with the most votes would be asked if they were willing to serve; if they declined it would go to the next.
- Maureen Gildein expressed concerns about the new boards in the classrooms. She stated everyone was happy to have them but noted there were no instructions on how to use them. Mari Clements commented there had been a miscommunication and a faculty member who was going to make training videos and IT on sending out that information. Discussion followed. Mari Clements will work on getting manuals and trainings out as soon as possible. Jason Phares responded to her email before the Faculty Senate meeting ended and noted that he had contacted the vendor and training information and training sessions would be coming. He sent Mari Clements an email that contained a quick start link she could share with everyone.
- Maureen Gildein commented on the committee that was working on the advising workshop and that it needed to be at the 100 level not the 400 level. She noted that it should start with the basics. Mari Clements noted that training was already completed and that it had targeted first year faculty rather than all faculty. She further noted that the training session was recorded and could be shared with all faculty. Maureen Gildein stated sharing that information would be helpful.

V. Adjournment:

Jeff Bryson motioned to adjourn the meeting. Tim Konhaus seconded the motion. Motion carried.

Meeting adjourned at 1:01 p.m.