

Glenville State College Faculty Senate Minutes

December 6, 2011

I. Call to Order and Roll

President David O'Dell called to order the Glenville State College Faculty Senate at 12:30 p.m on December 6, 2011 in the Mollohan Center Multipurpose Room, Room 319.

Senators present: Jonathan Minton, Joseph Wood, Liza Brenner, David O'Dell, Larry Baker, Ida Mills, Arthur deMatteo, Jared Wilson, Greg Cronce, Dennis Wemm, Kevin Evans, J Morgan, and Brian Perkins

Senators absent: Cinda Echard, Paul Peck, George Hoshell, and Shelly Ratliff

Others present: Janet Bailey

II. Approval of Minutes and Ongoing Reports

Motion to approve minutes of November 15. Faculty Senate meeting. Motion passes and minutes approved.

Reports:

David O'Dell (President Reports):

- O'Dell reminds the Senate of the importance of selecting seasoned faculty for the FRM committee. We should, when possible, choose people who have experience using different evaluation instruments and have been evaluators as well.

ACF/Board Representative Paul Peck:

- Not present

Other Officers

Larry Baker (Vice President Reports):

- Larry had sent an email to Dr. Peek requesting the Promotion and Tenure committee would like to include the amount of the stipend/day/person for the five day retreat during the summer to develop a new/revised FRM. We will review the draft letter that will go with the electronic survey to determine the 7 members (one from each department) at our

next meeting. They were asked that under new business in Faculty Senate next week we vote to cover the cost of lunch during the retreat.

- Peek responded by saying if the retreat is necessary, he will provide each participant with a stipend of \$100 per day for up to five days. Peek will also work with the senate to cover the cost of meals and refreshments during the retreat.

Dennis Wemm (Parliamentarian Reports):

- No report at this time.

Cinda Echard (Treasurer Reports):

- Not present

J. Morgan. (Director of Self Study - Self Study Report)

- Will have a draft by the end of the semester and will have it integrated for people to look at it by the spring semester.

II. NEW BUSINESS

Parking Committee recommendation:

- Baker passes on the recommendation from the committee that notice regarding all events on campus must be submitted by email 48 hours in advance. The committee realizes this might not always happen but if the event is planned they would like everyone on campus to be aware of parking lot closures.
- Motion to endorse this procedure. Morgan/Mills (m/s) Motion passes.

Promotion and Tenure Committee recommendation:

- Motion to endorse allocating \$200 of faculty senate money for the committee's lunch. Evans/Cronce (m/s) Motion passes.

Verification and Enforcement of Course Prerequisites:

- O'Dell states there is nothing in place to stop students from enrolling into classes without completing the prerequisites. Students frequently pre-register for a course while the course prerequisite is in progress, but there is no system in place to automatically identify students who do not complete the prerequisites.
- Joseph Wood took 20 students who did not have the prerequisite out of three sections of Algebra over the summer.

- O'Dell would like IT to develop a program to flag students who do not meet the prerequisites.
- Motion to draft a letter to IT, Registrar and the Provost office to develop a program to flag students from scheduling without a prerequisite. Evans/Wemm (m/s). Motion passes.

Promotion and Tenure Committee (5 year review of full professors):

- Baker states the language in the faculty handbook states every full professor must be reviewed every five years 4-8(11). We do not actually follow this at GSC.
- Motion to have senate charge the senate president to write a letter to the Provost to strike the language from the handbook. Wemm/Mills (m/s) Motion passes.

V. Adjournment

Meeting adjourned at 1:15 p. m; motion to adjourn by Baker/Wilson (m/s). Motion passed unanimously.