

# Glenville State College Faculty Senate Minutes

April 23, 2013

## 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 April 23, 2013 in the Mollohan Center Conference Room, Room 319.

Senators present: Larry Baker, Liza Brenner, David O'Dell, Art DeMatteo, Joe Evans, Kevin Evans, Rico Gazal, Megan Gibbons, Ida Mills, Paul Peck, Shelly Ratliff, Milan Vavrek and Dennis Wemm

Senators absent: Gary Arbogast, Cinda Echard and John Taylor

Others present: President Barr, J. Morgan and John Peek

## II. Approval of Minutes

Motion to approve minutes by Brenner / K. Evans (m/s). Motion passed unanimously.

## III. President Barr Addresses Faculty Questions

*Question 1: I would like to know if Athletes and groups with scheduled practices could have preferred scheduling. We are one of the few schools that do not do this for teams. I am told SSS students have this at GSC.*

SSS students register up front because of the grant arrangement. No one has made a request for preferential treatment. Dr. Peek will be happy to discuss this.

*Question 2: According to the HEPC Report Card 2012, if we exclude WVU and Marshall, GSC has the 2nd highest tuition and the 2nd highest rate for room & board of the WV state colleges. How do you explain this higher rate compared to other small state colleges in the state?*

Tuition and fees form the basis of revenue. We have increased salaries for faculty, classified staff and non-classified staff. It takes money to do this. We ask the Board to increase funds as necessary to increase our programs.

GSC tuition is \$13,845 (we rank #4).

West Liberty's tuition is \$13,840 (but they have differentiated tuition).

We are not positioning ourselves solely within a West Virginia market. It is a matter of a few dollars that separates #4, #5 and #6 on this list. We need to (and will) keep an eye on future increases.

Dr. Barr distributed handout of comparison sheet to our peer institutions (as determined by a study conducted by HEPC). On average tuition and fees add up to \$7,812 but ours is \$5,860. This makes us comparable to many peer institutions. Is someone going to move to Wheeling to save \$5? Our market needs to include more and more out of state students. This year is more difficult due to the state budget cut (8.9% cut); therefore, we are projecting a relatively flat year. Looking ahead, we will be fine, middle of the range, and continue to look for ways to cut costs. We are 18 out of 20 when compared to peer institutions.

*Question 3: Motivated by the HLC visit, the campus looks beautiful. Projects that were scheduled months ago (e.g. replacing light bulbs) and projects which should be done every spring (fresh mulch, replacing dead bushes) were accomplished in just the last week or two. Cigarette butts were picked up across campus. Floors that have rarely been swept were mopped. What will it take to maintain this level of brightness, cheer, and cleanliness on a regular basis?*

Our physical plant does an incredible job with the resources they have. They are currently short two people. We will share these comments with them. Keep in mind, some of us “dressed up” for the visit, too. Perhaps, if we have the resources, we could hire some additional students to help with some of this work.

The question was asked if the “beautification” money is in the budget. President Barr responded that some is, but some also comes from outside donors.

*Question 4: It is rumored that the salary of a few non-classified staff with bachelor's degrees is comparable (and in at least one case considerably higher) than the salaries of most faculty with terminal degrees. Even if these individuals are paid from grants, how is this justified?*

I do not wish to discuss in public individual salaries. I can say that grant-driven positions are not very secure. There is a higher premium for these positions. Keep in mind as well that non-classified positions are ones in which you work whenever you are needed. There is no overtime nor overloads. Finally, you cannot always judge what a person is currently doing to what he/she may ultimately do down the road.

*Question 5: May we have an update on the performance based funding initiative and an update on contingency planning for the 7.5 % State reduction this spring? Any changes since February 19 on these topics?*

There have been no changes since the 2/19/2013 meeting. The Board approved a 5% increase in tuition and fees and an increase for gender equity. The increases for Metro and out-of-state students are comparable.

*Question 6: May we have an update on the Waco Center?*

Mr. Facemire and Mr. Boggs deserve our thanks and support. Facemire found money from allocations that were not used and was able to get it through the House and Senate. Four million dollars have been allocated to GSC. This is a tremendous boon for us. For example, it helps us negotiate with those parties interested in renting the health care facility. When you have the chance to thank Senator Facemire and Delegate Boggs, please do. The \$4 million was unrestricted.

Building A will open in August. Building B will open in December. It is going to be an incredible facility. Eberle Hall will be torn down right after graduation. The big panels may be installed this week.

*Question 7: May we have your perceptions of the HLC self-study process and of the HLC visiting team's work?*

I appreciate everyone's time, work and effort. This is an incredible undertaking. During the exit interview the one thing that stood out was that the team felt that everyone here is committed to student success. They also felt that we were using our resources in a good way to foster growth. They praised us for our strategic planning and encouraged us to stay on top of it. The same was true for assessment. They were also very complimentary of the campus, the hospitality and the food.

#### **IV. Reports**

##### **ACF/Board of Governors Representative Paul Peck**

The performance based funding bill died. The proposed legislation had no safeguards to insure that academic quality was maintained while graduation rates are increased. This could lead to faculty at some colleges being pressured to lower standards. Faculty should remain vigilant, because this will rear its head again.

Senate 330 states that there cannot be a 5% disparity in salary between classified, faculty and non-classified. It may make it hard to recruit if this happens. Hopefully, this can be amended without creating dissension between faculty and staff.

The Board of Governors held a luncheon with the HLC team. The team was very impressed with our board members. The board members represented the college well.

The tuition and fees schedule was adopted. In-state sees an 8.9% increase over the 2012-2013 academic year. For non-residents, the increase is 4.8% and for metro students, it is 9.33%.

The Board also approved the renewal of the Board Of Governors scholarship.

There is an ACF meeting this Friday, April 26<sup>th</sup> in Morgantown. They will be taking up discussion of Senate Bill 330.

A compromise was reached regarding Senate Bill 444. HEPC still retains some control over presidential compensation.

#### **J. Morgan regarding HLC**

I agree with those comments already offered by President Barr. We will get the preliminary report in three weeks, at which time we can respond to facts. President Barr's assessment mirrored mine. Looking ahead, there will be a transition to pathways. Electronic documents will now be kept on the HLC website. In the fourth year a much shorter version of the self-study will be submitted. They will have off-site review of the documents. Four years later it will be time to start planning for the focus visit (which happens in the 10<sup>th</sup> year). Pathways is now in its second year. What impact will this have faculty? The writing will be shifted to the administrative level. It will also require that some people are sent to conferences for some hands-on training.

#### **John Peek regarding HLC**

I appreciate all faculty and staff but two individuals deserve special recognition: J. Morgan and Paul Peck. Both Morgan and Peck were presented with a certificate of appreciation.

### **V. Old Business**

#### **Recommended changes from Promotion and Tenure Committee (See attached Appendix)**

Vavrek suggested that we include more activities that match up with the current FRM. What we have in front of us is not comprehensive enough, and the FRM is changing, too. Perhaps include that summaries are not limited to the items listed.

Appendix I: make parallel with II and III.

Motion to amend Appendix I by Baker / Ratliff (m/s). Motion approved unanimously.

## **VI. Other Business**

Vavrek requested that Rick Sypolt be granted emeritus status. Motion to grant emeritus status by Peck / Wemm (m/s). Motion approved unanimously.

Any comments related to the College Leadership Council (CLC) can go to David or to Kevin. We will be due to elect someone from the faculty to the CLC this fall.

## **VII. Adjournment**

Meeting adjourned at 1:28 p.m.

## **Appendix: DRAFT of Suggested Changes to Format of Promotion and Tenure Materials**

Materials submitted to the Promotion and Tenure Committee should be organized by year from past to present in a single notebook (containing sections labeled A through D). A second notebook may be used for the appendices. Each section and sub-section should be tabbed. Pages should be numbered for section A through D. Candidates should also refer to Sections 4.2 – 4.4 of the Faculty Handbook for further guidance regarding the areas of consideration. Candidates for tenure review should seek the input of a senior faculty member not on the Committee in the development of their review file.

A narrative in each of the areas should describe and summarize the candidate's work in that area and its appropriateness to the mission of the College. This gives the candidate an opportunity to reflect on his/her own strengths and areas of improvement.

The format for the portfolio is as follows:

### Cover sheet

- a. Name
- b. Intent of portfolio submission (e.g., "Seeking Promotion to Associate Professor")
- c. Years of service since last promotion or initial appointment

### Table of contents

#### A. General information

- a. Letters
  - i. Faculty member's letter of request to seek promotion and/or tenure
  - ii. Copy of most recent promotion letter, if applicable
  - iii. Department Chair letter of recommendation  
The Department Chair's letter of recommendation should reference the candidate's performance in each of the three major criteria (teaching, scholarship, and service). The Department Chair's letter of recommendation should indicate if the recommendation is for tenure, promotion, or promotion and tenure
- b. Current vitae
- c. Copies of annual performance evaluations

#### B. Teaching effectiveness

- a. Overall narrative for all years in review
- b. List of the courses taught and enrollment for each semester at Glenville State
- c. Overall summary/description of student evaluations
- d. List of teaching awards and honors

#### C. Scholarship and professional activities

- a. Overall narrative for all years in review
- b. List of publications or artistic productions/presentations

- c. List of presentations at professional meetings
- d. List of publishers, journals, and professional organizations for which you served as a reviewer or referee
- e. List of professional organizations in which you participated, including offices held
- f. List of grants and grant proposals submitted

D. Service

- a. Overall narrative for college and community service for all years in review
- b. Information pertaining to the advising of major and non-major students
- c. List of College committees you have served on each year and in what capacity
- d. List of any student organizations you have served and in what capacity
- e. List of any campus activities or programs that you have sponsored or in which you have participated
- f. List of civic organizations to which you belong and form of involvement
- g. List of other community organizations, programs, or projects in which you have participated

Appendix I. Teaching effectiveness

- a. Student evaluations from all classes taught across the full period of review arranged by year
- b. A representative selection of syllabi, examinations and other course materials

Appendix II. Scholarship and professional activities

- a. Copies of published works and articles submitted and/or accepted, and/or evaluations and other evidence of artistic productions/presentations
- b. Presentation abstracts from professional meetings, if published
- c. Any additional evidence of scholarly and professional activity

Appendix III. Service

- a. Any additional evidence of service, leadership and collegiality
- b. Any additional evidence of civic engagement/community service on behalf of the College