

**West Virginia State University
Faculty Senate
Minutes
April 13, 2007
622 Wallace Hall
1:30 pm**

CALL TO ORDER

The meeting was called to order at 1:35 by Chair Jerry Levine.

Senators Present: Naveed Zaman, Becky Francis, Carol Acker, Jeffrey Pietruszynsky, Cyrus Aleseyed, Jack Magan, Carla Blankenbuehler, Deborah Wells, Tom Guetzloff, Susan Marrash-Minnerly, Patricia Shafer, Mike Lewis, Carolyn Sturgeon, Gerry Beller, Aaron Settle
Senators Absent: Rob Harris, Phoebe Levine

READING OF THE MINUTES

J. Magan moved and N. Zaman seconded that the minutes be approved as amended. The motion carried.

REVIEW AND APPROVAL OF THE AGENDA

The motion was made and seconded to approve the agenda as amended. The motion carried.

REPORTS

Standing Committee Reports

Constitution, bylaws and handbook will report in May

Education Policies – There was one course revision which added prerequisites to Psych 310 Course Learning and Memory. T. Guetzloff moved and N. Zaman seconded that the action be approved. The motion carried.

Faculty Personnel – Sharon Molnar's written report is attached. Carla Hunt has been great help to the committee. Bob Huston has been late responding to all requests. Each department will now pick up forms from computer services.

The format for due dates has been changed, and due dates for AY 2007-08 have been established.

Fall 2006 has been "a huge disaster." Repeated requests have been made to computer services to get out the Fall 2006 evaluations. A new program is being used, but it is not working well.

There was much discussion including the following items:

- Who is responsible for ordering forms for the CTC?
- Molnar has ordered 40,000 evaluation forms for fall 2007 – enough for WVSU and WVSCTC
- How can we assure that computer services does the work in a timely fashion?

- Where are the so-called “lost” packets which are not making it to computer services?
- The University relies on student evaluations for a number of things: tenure, promotion, merit to name a few. Decisions are being made that depend on the student evaluations and they are never accurate. Are there legal issues involved?
- The cost for 20,000 forms is \$1738.00
- The chair of the committee is shouldering too much of the responsibility
- Is it best for students to deliver the completed forms to the locked boxes, or should that responsibility be given to the faculty members administering the evaluations?
- It would be helpful if self-adhesive envelopes could be supplied

J. Magan moved and N. Zaman seconded that the report be accepted and referred to the executive committee for further consideration. The motion carried. J. Levine requested that the chair of the committee, Sharon Molnar, meet with the executive committee to discuss the issues facing this committee.

WVSU President Carter

Dr. Cassandra Whyte reported for Dr. Carter who is attending the Honda Bowl with students

The Phased Retirement Plan committee has reviewed various models, an analysis of the demographics has been completed, and the committee will report to the faculty senate in May.

The final six candidates for the Vice President of Academic Affairs have made campus visits. The search committee will meet next week to narrow down to three candidates who will return to WVSU and interview with Dr Carter.

Dr. Whyte was asked if President Carter has taken a position on the resolutions from the merit pay committee. She replied that she is not in a position to answer for him.

CTC Interim President Bartley

Edith Worrells, interim VPAA for the CTC, reported for Dr. Bartley. Signing ceremonies have been held with two more career centers (Fayette Institute of technology and Carver) to announce EDGE (Earn a Degree and Graduate Early) programs.

The CTC received a site visit from the national association for accrediting nursing programs. They will recommend initial accreditation

Interim Vice President for Academic Affairs Byers

Dr. Byers' written report is attached. He emphasized the importance of supporting the Education department during the NCATE process, particularly the

on-site visit. WVSU is above the national average in the percentage of reports accepted by NCATE.

It is important to Dr. Byers not to just maintain until a new VPAA is hired, but to continue to work on problems. He doesn't want academic affairs to come to a standstill until a new Vice President is hired.

There are still forms that are printed with WVSC rather than WVSU.

He plans to recommend to President Carter that the areas of research and public service need to be better centralized. He and faculty senate chair Jerry Levine are working on a recommendation regarding faculty status for some land grant faculty

Dr. Byers also has concerns regarding adjunct faculty, e.g., how they're paid, the amount they're paid, etc

Vice President Parker

Vice President Parker was not in attendance

Professor Shafer, Board of Governors, Advisory Council of Faculty

Professor Shafer's written report is attached. The major legislative activity has been a revision to Series 9 to include a new category of faculty.

In response to a question regarding whether or not there is a faculty salary increase component in the requested 9.5% increase in tuition and fees, Professor Shafer answered that there is not.

Professor Whipkey, Institutional Board of Advisors

Professor Whipkey was absent, but she provided a written report which is attached.

Welcome, Mr. Patrick Hall, Librarian, Drain Jordan Library

Mr. Hall was not in attendance.

Comments from the Chair

Dr. Levine distributed copies of a letter which was sent to VPAA Byers requesting standing committee meeting time during the first week of school in August

During the summer, the executive committee will be looking at the recommendations made during AY 2006-07 by standing committees. It was requested that when the executive committee reports back to the faculty senate, all the various opinions of executive committee members be reflected.

T. Guetzloff moved and C. Acker seconded that all standing committee reports be submitted electronically to the senate secretary prior to the meeting. The motion carried.

III. OLD BUSINESS

Status of Search for Vice President of Academic Affairs – Dr. Levine
Faculty meetings with candidates were not well attended. G. Beller suggested

that low attendance might be attributable to the fact the meetings were scheduled during very popular/active class periods

The search committee will present the final three candidates in unranked order to President Carter. If the committee doesn't have three with whom they feel comfortable, they are not compelled to present that number.

Status of CTC Search for President – Professor Whipkey

The committee met on March 28, 2007 and received packets from the eighteen candidates. They will meet again on April 27 to narrow the field of candidates. The committee for this search is comprised of IBOA members, representatives from the Board of Governors, and at least three CTC faculty members.

Remerger feasibility study committee – recommendation from the Executive Committee

Bryce Casto, chair of this committee, was in attendance at the faculty senate meeting in case there were questions. According to Mr. Casto, the committee tried to stay out of the opinion business and stick to facts and empirical data

The executive committee concluded that the report didn't give a strong view regarding the advantages and/or disadvantages of remerging

The Board of Governors asked that the two presidents work closely and collaboratively to address the issues affecting both institutions. The executive committee recommends that the senate ask the two presidents to report in April 2008 on the progress made during the year

T. Guetzloff moved and J. Magan seconded that the senate request that the presidents of WVSU and WVSCTC include information regarding their collaborative work to address issues relevant to the two institutions in their monthly reports to the senate, and that they give a comprehensive report within the year. The motion carried

Report from the Senate Officers Nominating Committee

The nominating committee recommends J. Levine for Chair and T Guetzloff for Vice Chair. There is, as yet, no candidate for secretary.

J. Levine asked for additional nominations from the senate. There were none.

Ad hoc web committee – Professor Mike Lewis

The committee met with Dr Carter on February 6, 2007 and three major points were discussed: 1) The process of directing and developing the university's web site needs to include more than one person. Dr. Carter believes the committee should serve in an advisory capacity 2) The process needs to be given a higher priority Dr. Carter agreed 3) Individuals and departments should consider developing concurrent pages through computer services, Matt Wood is setting up a new server to allow for that process

Faculty should individually contact Steve Tyson regarding mistakes on the web site.

Concern was expressed over the fact that a third party develops the university website.

Drs. Byers and Carter will establish a faculty oversight committee for the web site. Dr. Byers has requested an additional employee for that area -- an employee whose primary responsibility will be the web site.

Status of resolutions from Merit Pay ad hoc committee re annual cost of living adjustment

Dr. Carter was not present.

It was noted that the legislature has passed a 3.5% pay raise. In the past this money went into the merit pot. If President Carter accepts the resolutions what will happen to that money?

Security Concerns

There was much discussion regarding the understaffing and under funding of the Office of Public Safety.

Dr. Whyte explained that "It [the office of public safety] is an auxiliary and we expect it to be self-supporting."

S. Marrash-Minnerly moved and J. Magan seconded that the following resolution be sent to President Carter: The Faculty Senate believes the security force on campus is understaffed and cannot properly promote the safety and well-being of the campus. According to Chief Joe Saunders, his office is understaffed by approximately six officers according to the criteria established by the International Association of College Law Enforcement Administrators. We urge the president to take those steps needed to properly fund and staff the WVSU Office of Public Safety.

. The motion carried

The senate will also ask Dr Carter to request that the Parking and Safety committee investigate the issue of alerting the campus to issues affecting its safety and well being.

Student Evaluations

Discussed was held earlier in the meeting.

IV. NEW BUSINESS

Election of Senators – Dr. Guetzloff

The following new senators have been elected:

Chi Slankard	A&H
Ken Barber	NSM
Aaron Settle	PS
Roberta Salyers	BASS

T. Guetzloff will contact all standing committees to tell them to elect chairs before the end of the year.

Nominating Committee – Dr. Harris

Already discussed.

Plans for joint CTC/WVSU election of BOG representative

The first part of the May 10th general faculty meeting will be devoted to this election.

Forgiveness Policy and Honor Societies – Dr. John Fuller

WVSU has a discretionary forgiveness rule which means that students who received a D or an F may be still be eligible for graduation with honors; however, all grades, including the forgiven grades, are calculated in the final GPA. Dr. Fuller's question to the senate is how should the forgiven grades be handled when calculating for membership in honor societies?

S. Marrash-Minnerly moved and T. Guetzloff seconded that the registrar include forgiven grades in reporting GPAs for membership in honor societies. The motion carried.

Dr. Fuller recommended that the discretionary forgiveness policy be amended to include membership in honor societies. J. Pietruszynski moved and C. Acker seconded that when a student applies for membership in an honor society, any GPAs which are requested from the registrar's office will include all grades. The motion carried. One opposed.

Butts

C. Acker brought the attention of the senate to the "ugliness factor" of all the cigarette butts around the WVSU buildings -- especially Ferrell Hall. What can be done? Discussion followed.

The senate has a concern about this, but ultimately this is not the business of the faculty senate. Dr Whyte, who is in charge of grounds, was in attendance so she is aware of the concern.

V. ADJOURNMENT

The meeting was adjourned at 3:55 pm.

Respectfully Submitted,

Susan Marrash-Minnerly, MFA
Secretary
Faculty Senate