

## Minutes

### Faculty Senate Meeting

Sept. 9<sup>th</sup> 2011

Ferrell Hall 305

1:30 p.m.

- I. **Call to Order:** The Faculty Senate Meeting was called to order by Senate chair, Dr. Tim Ruhnke at 1:30 p.m.
- II. **Reading and Approval of Minutes:** As the Secretary, Jeff Pietruszynski, had to leave the last meeting early, someone else was assigned to take the minutes. If anyone knows who that person is, please contact Dr. Pietruszynski so "official" minutes can be typed.
- III. **Reading and Approval of Agenda:** A motion to approve the Agenda was carried with one addition to new business
- IV. **Comments from the Chair**
  - a. Dr. Ruhnke discussed the successes of a campus-wide "suggestion box" as a way to generate new ideas for the university (currently the "suggestion box" is simply e-mailing suggestions to the Faculty Senate Chair. Many of the current suggestions will be passed on and discussed with the people who could do something about them. Dr. Ruhnke also discussed the processes and successes of the Honors Committee in preparing courses for Spring 2012.
- V. **Reports:**
  - a. **PRESIDENT CARTER** – Dr. Carter was not present at the meeting and did not submit a report
  - b. **PROVOST / VP of ACADEMIC AFFAIRS.** Dr. Byers submitted a written report (available on-line). In his oral report, he highlighted a few important issues. First, Dr. Byers and the Commencement Preparatory Committee met and, in a cost saving measure, decided that the University would bring commencement back to campus this semester as opposed to having it in the civic center. The decision coincides with the Flemming Hall project which will make the University the permanent home for graduation. The move, which will break up the ceremonies by colleges, will take place in the Ferrell Auditorium. The overall cost savings will be around \$20,000. Dr. Byers also noted a change in class-time scheduling for the Spring 2012 (more 75 minute classes on MW), the need for a reduction in degree hour requirements (to 120) which will take place incrementally during program review, and a move to Sakai for online course management.
  - c. **STUDENT AFFAIRS.** Mr. Casto informed the Faculty Senate on the current process of the Residence Hall Initiative. The overall goal of adding new residence halls is to make WVSU a more stable and desirable home for on-campus students who wish to take advantage of "metro tuition." To move forward, HEPC requires an independent demand study. The University has received the financial proposals for the study and is in the process of reviewing them before awarding. Once the study is done, the



University can move to RFQ process and, if all stays on track, new halls can begin in August 2012 and be open in 2013. These would be mainly comprised of suite-style rooms with private spaces more akin to apartments than traditional dorm rooms. The company who build the dorms would collect revenue from them and sign a 30-year land-lease with the university. When the 30-year lease expires, the university would take over the halls at no charge. Several questions concerning the new buildings came from the Faculty Senate (mainly about financing and ownership) and VP Casto let everyone know that this is simply how new dorms are being built these days. The PowerPoint presentation given to the BOG is available at the Faculty Senate web-page

- d. **BOARD OF GOVERNORS (BOG).** The Board of Governors' meeting was scheduled to take place at the same time as the Faculty Senate Meeting. Therefore, Dr. Guetzloff could not be present. However, he did want the Senate to know that the BOG received the faculty's vote of no confidence results and called a special personnel committee to look into the matter. The report from that committee (which met in executive session) was given to the BOG as a whole.
- e. **EDUCATIONAL POLICIES** – As the EPC had not received any new proposals to date, no report was necessary. They do continue to meet on a regular basis.
- f. **GENERAL EDUCATION COMMITTEE** - Dr. Pietruszynski submitted a written report (available on-line) and highlighted areas of concern with the GE committee. Several questions were asked of the possibility of revising the GE curriculum in order to help move the major hour degree requirements to 120. Dr. Pietruszynski stated that the committee had already discussed the issue will continue to make it a priority in future meetings.

## **VI. New Business:**

### **A. Faculty Scholarship update**

Dr. Ruhnke offered wording for an attachment for the restricted fund for the faculty scholarship. Questions concerning the timing of changes to the fund which maintained that the FS chair be notified within 30 days of a change came about. The concern was that if changes were made during the summer, the chair might not be available to respond and, if silence meant consent, the proposed changes could be established without anyone knowing. This led to changes in the wording, now requiring that the Provost / VPAA also be notified.

**MOTION: (Dr. Rob Harris, 2<sup>nd</sup> Dr. Naveed Zaman) The Faculty Senate moves to endorse the language of the attachment as amended: ACTION: Passed Unanimously**

### **B. Presidential Search**

The search is in progress and the BOG is seeking funding to hire an outside consultant for applicants. The faculty senate discussed a possible need to create an ad hoc committee of the senate to help aid the BOG during the process. As no committee has yet been established by the BOG, answers to questions about the nature of its makeup were impossible. A general consensus



was that the faculty needed to be allowed input on the selection process and the matter will be further discussed in upcoming meetings.

**C. BUDGET AND FISCAL ADMINISTRATION**

Dr. Parker was terminated as the VP of Finance and Melvin Jones is currently serving as interim VP of Finance. He is being helped by two representatives from the HEPC. There is currently a hiring freeze, a travel freeze, and a spending freeze at the university until there is a firm handle on the finances. The goal for the Provost is to look beyond the current year and make plans for the future (especially as the CTC completely moves off campus). The university is also using information gathered in the last few weeks to develop a rational of redress for the separation of the CTC from the university. Finally, Dr. Byers added that there will be several changes in location for the 1<sup>st</sup> floor of Ferrell Hall in order to centralize departments in the university. One of the most important moves will be Payroll who will take over offices that include a private conference area for personal concerns of employees. The report concluded with a statement of hope for the transparency in the VP of Finance office that has been requested in the last 3-5 years.

**D. FUNDRAISING DATABASE:**

Dr. Ruhnke provided information and perspective on the latest phone fundraising effort. He informed the senate that the university had contracted Ruffalo-Cody to run the fundraising effort. The final report can be viewed on the faculty senate website, but Dr. Ruhnke wanted to stress that the company stated WVSU's results were an "outlier" in terms of the traditional results when compared with other institutions they had contracted with. Part of the problem with WVSU's results could stem from the fact that the most fundraising companies enter into an effort with an established fundraising system already in place, whereas in this case, they were starting with very little in terms of structural support. The senate was also informed that Ruffalo-Cody also "cleaned-up" the alumni database by updating contact information. However, there was also found to be holes in the contact listing as it was most current for the years of 1990 and later. By estimation, this means that there are approx. 8,000 current living alumni for which no contact information is on record.

The senate asked who was currently in charge of the management of the database (Ms. McKnight) and requested that she be invited to speak at an upcoming faculty senate meeting. It was communicated by several faculty senators that a complete and updated alumni database is essential for any fundraising effort and that a good database would also lead to better marketing as it would provide a place to send information about the school's advances.

**E. FACULTY SCHOLARSHIP COMMITTEE**

The Senate was informed that with the creation of the faculty scholarship account created and money being dispersed to students, the current role of the committee had been completed. Therefore, it is necessary that the mission of the committee be expanded. The matter will be taken up by the Exec. Committee, however, Dr. Ruhnke requested ideas from the floor of possible tasks the committee could be charged with. These suggestions were: 1. Find a way to



"clean up" scholarship availability (make it easier to sign up for scholarships, digitize forms, find ways to make procedures and deadlines more uniform and, most of all, published) and 2. To have a member of the committee responsible for "championing" the cause and speak at each general faculty meeting.

**F. COLE COMPLEX**

With a move off campus by KVCTC, the senate asked Dr. Byers if there was a plan in place for the Cole Complex for when the move is complete. Although no "official" plans have been announced, the senate was informed that several departments have made requests for the building. No decisions or plans are yet in place for the building.

**G. ELECTION OF FACULTY REPRESENTATIVE TO THE ALL-UNIVERSITY COUNCIL**

Dr. Jonathan Eya was elected to the position by unanimous consent

**H. COURSE SCHEDULING**

Dr. Byer's report discussed a proposal that created new 75 minute time slots for scheduling classes. Dean Harper informed that in addition to opening Monday and Wednesday mornings to 75 minute classes, the new schedule also has standard meeting times for every day of the week. If anyone has any questions or concerns about the new schedule, Dr. Harper asked that they contact her and, if needed, revisions or exceptions could be made.

**MOTION: (Mr. Mike Lewis, 2<sup>nd</sup> Dr. Sturgeon) The Faculty Senate supports the new, revised class schedule: ACTION: Passed Unanimously**

**VII. GENERAL ANNOUNCEMENTS AND QUESTIONS**

Questions and problems arose about the organization of the new WVSU web-site. Senators pointed out several places where information has been moved and, therefore, made less accessible to viewers. Of chief concerns were 1. The faculty senate web-page, the library, and the course schedule.

A question about the structure of the Research and Development Corporation was asked with specific reference to who is in charge of the budget. No one with this knowledge was present at the meeting.

**VIII. ADJOURNMENT** There being no further business or announcements, **a motion to adjourn the general faculty meeting. Motion carried.** Meeting was adjourned at 4:00 p.m.

Respectfully submitted,

Jeff Pietruszynski, Secretary  
Faculty Senate

**Action Items**

**Faculty Senate Meeting**

**Sept. 9<sup>th</sup> 2011**

**Ferrell Hall 305**

**1:30 p.m.**

I. Motion:

**(Dr. Rob Harris, 2<sup>nd</sup> Dr. Naveed Zaman) The Faculty Senate moves to endorse the language of the attachment as amended: ACTION: Passed Unanimously**

Action taken by Faculty Senate:

**Passed unanimously**

II. Motion:

**Accept by voice acclamation that Dr. Jonathan Eya be placed as the faculty representative to the All-University Council**

Action taken by Faculty Senate:

**Passed unanimously**

III. Motion:

**(Mr. Mike Lewis, 2<sup>nd</sup> Dr. Sturgeon) The Faculty Senate supports the new, revised class schedule**

Action taken by Faculty Senate:

**Passed unanimously**