

## **Faculty Senate Meeting Minutes**

**Friday, November 8, 2013, 11 a.m.**

Tierney Conference Room, Dickason Hall

**Attendees:** Carol Cofer, Elaine Scott, Jan Czarnecki, Vanessa Godfrey, John Snead (for Steve Bourne), Norman Mirsky, Geoff Hunter, Tamara Ferguson, Adem Ozyavas, Erik Baldwin, Sherri Williams, Sheila Gates, Mike Lilly, Tina Nicholson, Julie Kalk, Dr. Stewart, Dr. Krotseng

### **I. Call to Order**

### **II. Approval of October 11, 2013 Minutes**

Approved pending minor corrections (e.g., Norm suggested adding the word “search” to search committee titles.)

Vanessa Godfrey – motion to approve minutes

Erik Baldwin: seconded (Approved)

### **III. Old Business:**

#### **A. Committee Membership.**

Need confirmation as to current membership on all committees.

Current list provided needs to be updated (e.g., Aleta Crockett is on Promotion and Tenure, and Jan is on Assessment.)

Norm: Three committees - Assessment, Planning and Budget and Professional Development – are supposed to have one senator from each school and one elected within the school. Each school has three senators, and they decide who is on the committees. Five senators and five reps on each committee.

Sherri: will check with Carol to fill in the gaps

Mike – new chair of Curriculum Committee

Carol: Asked each member to check with schools to update committee membership.

Norm: The Academic Affairs Committee is the 15 senators

#### **B. Approval of the 2014-2015 Academic Calendar for inclusion in new Catalog**

Vanessa: Some minor typos and incorrect information on the summer session (e.g., no dates, and second summer is listed as first summer.) This feedback forwarded to Kim Keaton and has been corrected.

Discussion: Thursday, July 30 should be last day of classes (for second session) since there are no classes on Friday.

Some discussion followed: Odd that we have fall break so late in the semester. Has it ever been considered having break in the middle and have a shorter Thanksgiving break? Historically scheduled this way due to deer hunting season. In some school districts, schools are closed for the entire week and this is easier for students who have school age children. SGA continues to discuss this issue.

Erik Baldwin brought up a separate but related problem with the last day to drop a class being so late. Believe it should be soon after midterms or push back the drop deadline to week 10. This will also give coaches and financial aid more choices for the spring semester. Financial aid decisions are made in fall semester. On a practical level, students need to know by midterm if they need to drop. There was discussion and general agreement.

Dr. Stewart asked if BSC ever had WP or WF grades. Yes, we have used WP and WF in the past. If students are failing at the end of the semester, then that should be reflected on their transcripts. Currently, it is just W. There was discussion and general agreement that there is a need to tighten up academic standards at BSC.

### **C. Committee Reports:**

#### **1. Academic Appeals (JBolton/VGodfrey)**

Vanessa: Nothing to report

#### **2. Assessment Committee (JKalk/RPruett)**

Julie: Next meeting will be in February

#### **3. Budget Committee (MLilly/RPruett)**

Mike: We have not had meetings, waiting for VP for Financial Affairs.

#### **4. ACF (MLilly)**

Mike: Have been having an ongoing discussion of Senate Bill 330. In particular, we are not concerned with anything except for “Relative Market Equity” – it governs compensation philosophy of this state. “Relative Market Equity” is unique to WV, and is a requirement that the salary difference between staff and faculty have no more than 5 percent equivalency. Cannot get pay raise until that is met.

Definition: Relative Market Equity means the relative market status of each employee classification at an organization falls within five percent of all other employee classifications within the organization for the preceding three-year period.

Mike: Confusing regarding what the wording specifically means. It appears to pit classified, nonclassified, and faculty against each other regarding compensation. Faculty cannot get a raise unless that 5 percent differential is met. Implemented over a three-year modeling period. Some data have been collected, but we don't know what that data is. The

Vice Chancellor for Human Resources employed by HEPC (Mark Toor) plans to come to BSC Nov. 15 from 10 am -12 pm, but this may have to be rescheduled due to conflicts. It is an unfunded mandate from the state. If one of the three groups is not paid enough, then the college has to make up the difference. We have attempted to get clarification. (WVU and Marshall also opposed). Consulting firms are developing a schedule, and it was a real mess. Senator Plymale who heads the Higher Ed committee supports it, and Delegate Foley (?) follows the Senate. We don't know what is going to happen with it. The Senator will not change it.

## **5. Curriculum Committee (GHunter)**

Mike: new chairman

Two curriculum proposals:

a) Proposal submitted by the School of Nursing and Allied Health to modify Nursing 301 by changing the course name from Health Assessment to Advanced Health Assessment for Registered Nurses.

b) Proposal submitted by the School of Education to modify the General Studies Communications Requirement for Early Middle Education by adding COMM 201 as a course (in addition to COMM 208) to fulfill the requirement.

Norm: Motion to approve Nursing and School of Education changes; Erik seconded. Both proposals unanimously approved.

Committee will meet on December 2 to approve numerous proposals. Will meet before Faculty Senate meeting to get approval.

## **6. Professional Development (EBaldwin)**

Erik: Don't know who is on the committee. (He asked everyone to ask school members who is on the committee so can elect a chair.) Dr. Picanco was on the ad hoc merit pay committee, but not on this one.

## **7. Promotion & Tenure (EScott)**

Elaine: Nothing with P&T – busy work starts in the spring semester. Electronic submissions may be possible to allow people to submit electronically – still under discussion. This may be easier for some people, although others will still want to submit paper copies.

## **8. BOG (NMirsky)**

Met Oct. 17 – reports by Tracy Anderson at meeting

Approved “2007-2012 Charting the Future”

Approved BSC Strategic Goals, 2013-2018.

Approved “2013-2018 Leading the Way: Access, Success, Impact Metric Goals and Rationale”

Passed for 30-day comment: Pol. 50 – Drug Free Workplace, Pol. 51 - Policy on Policies

## **9. Computer Committee (TStiltner/CCofer)**

Plan to have the IT sub-committee to meet in December.

Two spreadsheets from Tom Cook regarding Blackboard and Moodle usage. One verifies usage from other state college and universities with webnet hosting – Blackboard is the platform primarily used by WV state colleges and universities.

Second spreadsheet is a breakdown usage for Blackboard and Moodle courses by BSC instructor. A discussion ensued that this spreadsheet is not accurate as several members noted they and other instructors they knew were left off. Carol had already informed TCook that there were inaccuracies.

Moodle vs. Blackboard Discussion:

Sherri: Information on costs for support not being fully disclosed. Indication that Moodle is cheaper. Survey – said the adjuncts have to go with what the faculty use. Refer data to business department to assist with cost analysis (Elaine: Send us the data and we will look at it). This just keeps dragging on, and the students are upset about it. Costs for Blackboard passed on to students. Moodle- in house, does not cost the students. College pays about \$70,000/year for Blackboard. However, Moodle requires more in-house support costs. BSC has a total of 2 full-time and 2, 20-hour employees currently managing all online courses (both BB and Moodle).

## **IV. New Business**

### **A. NPR broadcast, “The Whitest Historically Black College in America”**

Mike: Example of “ambush journalism” during homecoming. Jim Nelson’s comments heavily edited. Many false statements. No advance notice about the reporter being on campus. Brief discussion about the continuing misperception about the history of the college, going back to the 1960s. Carol commented that both Jim Nelson and Danielle Haynes (BSC graduate) spoke very positively about BSC in the broadcast. Faculty senate did not elect to make any comment.

## B. CNED courses approval process

Report by Dr. Stewart re CNED issues – Continuing Ed courses and their role on campus. Resolution was passed at the Curriculum Committee and forwarded to the Faculty Senate: *Resolved, that all credit bearing courses not previously approved must be approved through the curriculum process beginning Spring Semester, 2014.*

Mike: Some credit-bearing courses are being used toward graduation requirements. We think it's a major issue, particularly if they are given full college credit – a number of students are signing up to pad their transcript. If it is a curriculum issue, then the deans will have to decide.

Related issue: 490 topics classes, specifically the use of 490 classes for more than one year. Dr. Stewart's thought was that these classes should be offered for one year, and if the topic was good enough to be repeated, then a new course should be added to the catalogue. These would need to go through the Curriculum Committee. Dr. Stewart also expressed concern regarding the large number of adjunct contracts.

Norm: Put it on the next Faculty Senate agenda. It's an academic issue; if we approve it, then it would be sent to the Academic VP. If fully approved, then beginning F2014, any courses being taught for credit would need to go through the Curriculum Committee approval process.

## C. Policy No: 51 – draft “Policy on Policies”

Carol reported on a few concerns that were brought to her attention by a faculty member who wished to remain anonymous. These concerns related to section 3.1: Does this new policy give the President/President's staff right to initiate rule-making process on the Board's behalf? Seemed contradictory to Series 4: “A governing board may not delegate responsibility for approving a rule to the President.” A last concern was that Faculty Senate (Part of College Council) is not included in Policy 51 – that Faculty Senate are informed and allowed input (others schools have this in their Policy on Policies).

Norm: The board isn't going to develop policies. It's in the HEPC policy modified last May. We have to be in compliance.

Erik: Not a conflict. Will just let the administration initiate the steps. It doesn't say the board has to do all the legwork – it just can't shirk its responsibility in signing it. Title 133, Series 4 – public comments still required. Still has to be advertised. Technically, it's the faculty's responsibility to read advertisements to see what they publicly advertise. They have to submit

changes to the public, but they can just advertise in newspapers without notifying interested parties directly.

Nov. 17 – deadline for comments. Faculty Senate does not wish to make a comment.

D. **Spring 2014 Meetings** (Carol): Fridays at 11AM: Feb. 14, March 14, and April 11.

E. **Website for minutes** (Jan sends to Karen Gordon):

<http://bluefieldstate.edu/fs-minutes>

V. **Next Meeting:** Friday, December 6, 2013

VI. **Adjournment** - Erik motioned to adjourn, Vanessa seconded. Agreed.

Respectfully Submitted,

Jan Czarnecki, Secretary