

## Faculty Senate Meeting Minutes

Friday, September 13, 2013

11 a.m. - Tierney Conference Room, Dickason Hall

Present: Dr. Krotseng, Dr. Roy Stewart, Norm Mirsky, Carol Cofer, Mike Lilly, Tony Wourt, Julie Kalk, Tina Nicholson, Steve Bourne, Geoff Hunter, Tammy Ferguson, Deborah Surface, Erik Baldwin, Adem Ozyaras, Roy Pruett, Jan Czarnecki.

Chair Carol Cofer called the meeting to order at 11 a.m.

**Minutes:** Norm Mirsky made a motion to accept the minutes of April 19, 2013, seconded by Roy Pruett. Vote: Unanimous

### 1) **Dr. Krotseng.**

Dr. Krotseng, said this past year was a very positive one for BSC. According to Dr. Krotseng, she has had several “excellent” meetings with the Chair and is looking forward to meeting with the Faculty Senate. She said the administration is accessible, and Dr. Stewart will be attending the meetings.

Dr. Krotseng said the search for the permanent provost position has been advertised in The Chronicle and other publications. She asked for people interested in serving on this search committee as well as the search committee for the Vice President of Student Affairs and Enrollment Management (e.g., John Cardwell’s position). She offered thanks for people serving on the Planning Project. Dr. Krotseng said this project will help tell our story and show people about our “Access, Success, and Impact.”

### 2) **Dr. Stewart**

Dr. Stewart that the college may want to consider a four-year graduation guarantee, a policy not uncommon at other institutions. He said this is a way to get “some political points” because the college can guarantee a student will graduate in four years providing they fulfill certain requirements.

Dr. Stewart said since his appointment is as an Interim Provost, he expects to leave before 2014. Dr. Stewart said faculty should try to get curriculum recommendations to him by the first of December for implementation in Fall 2014.

Dr. Stewart said he had concerns about the way Continuing Education credits are currently handled. He said that currently faculty or non-faculty members recommend to the appropriate dean that courses be offered. These are not sent to the curriculum committee for approval. This process bypasses the faculty completely. The problem is that the credits appear on transcripts and count toward graduation credits. Dr. Stewart said that the faculty are the custodians of the curriculum.

Dr. Stewart said he considers the Faculty Senate to be a very important group and will attend as many meetings as he can.

**3) New Members.**

The Chair welcomed new members: Steve Bourne, Tammy Ferguson, Tina Nicholson, Deborah Surface, and Jan Czarnecki.

**4) Revision of merit pay plan.**

Norm Mirsky: This still needs to be done. Carol will contact committee chair Luciano Picanco to have the committee meet to work on this.

**5) RBA Process.**

Discussion related to approval of degrees in this program.

Julie Kalk: BSC is graduating a lot of RBAs, and it has become a way that students can avoid the hardest courses. There needs to be more transparency. There were upward of 50 RBA degrees awarded this past Spring, and there is a concern about who is approving them. Students are getting life experience credits by transforming work experience into credits rather than through a portfolio, and this raises red flags.

Steve Bourne: This affects the Business department. Students are bypassing the curriculum. Some of these students represent themselves as business graduates of BSC. This will undoubtedly affect other graduates. Dr. Bourne noted that the college has had valedictorians who are RBA graduates, and this is not fair to other students who have taken every course they are required to take.

Tammy Ferguson: It is hard to assess RBA. Dr. Ferguson questioned the discontinued use of portfolios. Recommendation that Dr. Felicia Williams be invited to a future meeting to address concerns.

Tony Woart: This RBA process should be controlled and should go through the Vice President of Academic Affairs.

Erik Baldwin: This is a particular concern in Electrical Engineering because students are not taking the upper-level courses they should have in order to be competent on the job post-graduation.

Geoff Hunter: Everyone wants to maintain academic integrity, but there is pressure from the state to have more graduates.

Carol Cofer, Chair: Offered to ask Dr. Williams to attend the next meeting to discuss the issue. Dr. Woart suggested Dr. Stewart review the program.

Dr. Stewart: Advised he will review the program and discuss with the Deans first before Faculty Senate invites Dr. Williams to attend a meeting. He added that we need an educated population, not just people with diplomas.

### **Old Business: Revised Faculty Handbook**

According to (former Chair) Sherri Williams and Norm Mirsky, the one forwarded to faculty is the one that was approved at the April 29, 2013 General Faculty Meeting. Dr. Mirsky said the organizational chart is incorrect.

Dr. Krotseng wants the schedule for the student evaluations of faculty to be finalized by the first week in October.

### **New Business and Committee Reports:**

#### **6) Update on LiveText (via memo from Tracy Anderson)**

Dr. Anderson reiterated the college's decision to suspend the student requirement to purchase LiveText key codes at this time. However, the college will continue to use LiveText as an important tool in the assessment process and will be distributing key codes to students for this academic year.

#### **7) Update on the College-wide Computer Committee. (Memo from Tom Cook.)**

Mr. Cook submitted an update on the Blackboard/Moodle discussions. A sub-committee of the IT Advisory Committee is considering options and will report to the IT Committee and then to Dr. Krotseng with a recommendation by the first of October.

#### **8) Academic Affairs - by Vanessa Godfrey**

Deferred - no report

#### **9) Assessment Committee – by Julie Kalk and Roy Pruett**

Dr. Kalk: Discussion over differentiating committee roles. Committee will meet later in the month.

#### **10) Budget Committee – by Mike Lilly**

Has not met yet, but will soon.

#### **11) ACF Report – by Mike Lilly**

Presentation of the West Virginia Advisory Council of Faculty 2013-14 Issues and Goals.

These include specific goals related to the WV Legislature (e.g., protection for further budget cuts, resolve issues with PEIA, refine and strengthen SB330, esp. regarding 5 percent salary differential goal ), the WV HEPC and CCTC (recruiting and maintaining full-time quality faculty, assure faculty involvement in the new placement criteria commissioned by SB359 and required by Smarter Balance, continue progress in shared governance by engaging the ACT in the work of the HEPC and CTCC), and the Institutions (promote Smarter Balance and transitioning to Common Core, advocate for faculty personnel issues, promote budget and institutional transparency).

Considerable discussion regarding SB330. Issue is clarity of language and reasonableness, including sanctions if not met. This was passed by the state legislature more than two years ago and concerns salary differences between classified and nonclassified staff. “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. State is waiting for the report from its consulting firm. If it comes into play, that means that higher education as far as hiring goes will not be competitive. (Recommendation: Mike Lilly to extend an invitation to Mark Toor, the Vice Chancellor for Human Resources, HEPC, to come to BSC to discuss issue.)

Dr. Krotseng: This is one of the issues that came up at a meeting of the college presidents who are very concerned about the unclear language. She said the colleges need clarity as to the interpretation of the wording of the law.

Motion to approve goals made by Dr. Kalk, seconded by Dr. Ferguson. (Vote: Unanimous)

Mike Lilly: Majority of institutions have already approved.

## **12) Curriculum Committee – by Geoff Hunter**

Has not met

## **13) Professional Development Committee – by Erik Baldwin**

This committee has not met in two years. Has only met twice in five years.

Dr. Mirsky suggested that the committee needs to review merit pay policy. Mr. Baldwin said there has been no change although the committee expects to look at calculations to see what is being done.

## **14) Promotion and Tenure Committee - no report**

Norm Mirsky: Each school votes in a member; the committee has nothing to do with the Faculty Senate. We need to ask deans who their P&T representatives are. This committee won't meet until January.

**15) Board of Governors – by Norm Mirsky**

Met in June and elected officers. Discussed the new athletic conference. Special meeting on July 11 approved the proposal for the president to apply for membership in the Great Midwest Conference.

Aug. 15 – HEPC master plan. Dr. Krotseng gave a presentation on the HEPC master plan and an update that the presidents in the Midwest Conference are going to meet October 1 to vote on the application.

**16) Computer Committee - by Carol Cofer and Mike Lilly**

Blackboard/Moodle. We have one full-time person in Moodle, one full-time and 3-20 hour staff in Blackboard, A lot of schools going to Moodle have large staffs to support it. Don't have many people to maintain either platform at BSC.

**17) Access-Success-Impact Initiative – initiated by Dr. Krontseng**

Steve Bourne: co-leader of Impact team

Carol Cofer: member of Success team.

Mike Lilly: on Access team.

All three teams are scheduled to meet the following week to complete the next step in establishing goals and metrics.

Tony Woart: We should encourage the involvement of new faculty who would bring good ideas from other institutions-

**Other Issues:**

**18) Role of President in approval of significant curricular changes**

Carol Cofer: Currently, the VP of Academic Affairs has the last signature.

Dr. Stewart: That should be the president. This is an important procedural issue.

Brief discussion on pursuing a change in the procedure. Mike Lilly noted the abrupt statement of disapproval of the General Studies Program revision last May from the previous VP of Academic Affairs.

**19) Student Catalog and Scheduling.**

Dr. Stewart: very significant problems with students building schedules. Doesn't need to be on agenda at this point.

He noted that there are too many errors in the hard copy of the BSC catalogue and that it is outdated as soon as it is printed with too many errors. He will recommend that the school go to an online catalog and to revise it once a year, probably during the summer. The school would freeze the previous catalogues so that students could graduate with the program they entered under.

Other comments: Faculty like the printed catalog. However, it was noted that the (dynamic) schedule is already online and it can be updated continually.

Brief discussion about the new state standards reducing the credit requirements from 128 to 120. Incoming Freshmen need to be aware of all changes.

A final brief discussion regarded the problems with Degree Works and its reliability and accuracy, particularly for advisors to conduct a 90-hour review. General agreement that Degree Works is a useful tool, and a priority should be ensuring that Degree Works is programmed properly to ensure a robust advising program. According to Dr. Stewart, the software should be updated, and this needs to be a cooperative effort between IT and the Registrar's office. Carol Cofer suggested that someone from each department should review it for accuracy.

## **20) Registrar Search**

Dr. Stewart said the search for a new Registrar is concluding, he is interviewing candidates, and a decision may be made very soon.

## **21) "Go In Four" Program**

Dr. Stewart re-iterated the proposed program commitment to students to complete their degrees in four years. He presented information from Lock Haven University which calls its program "Go-N-4."

Dr. Kalk said she had this program at her undergraduate university, and that it is good for the institution. Usually, it is the student who breaks the contract. Carol Cofer said she will tell the deans that the Faculty Senate is reviewing it.

## **22) Adjournment**

Steve Bourne motioned for an adjournment, Mike Lilly seconded. Vote: Unanimous.

**Next Meeting: Friday, October 11, 2013**

Respectfully Submitted,

Jan Czarnecki, Secretary