

# Meeting Minutes – BSC Faculty Senate

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**Location:** Google Meet

**Date:** September 17, 2021

**Time:** 11:00 am

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## Attendance:

Vanessa Godfrey, Kelli Sarver, Roy Pruett, Amanda Banks, Bill Bennett, Rodney Montague, Amy Atwell, Dr. Ted Lewis, Adrian Ayersman, Amanda Quesenberry, Sarah Beth Miles, Vincent Mateescu, Deb Chakrabarti, Tina Nicholson, Michelle Taylor, Young Kim, Diane Belcher, Sean Connolly, Mike Lilly, Sherry Williams, Darrel Malamisura; Faculty Senate Chair.

## Call to Order:

The meeting was called to order by Darrel Malamisura, Faculty Senate Chair at 11:03 am. Roy Pruett moved to accept the minutes, Bill Bennett seconds the motion. The previous minutes were approved, with no corrections.

## Committee Reports:

1. **Curriculum:** Has not met.
2. **Assessment:** Met on 9/7. Looked at different standards and courses.
3. **Planning and Budget:** Has not met
4. **Professional Development:** Has not met
5. **Promotion and Tenure:** Has not met.
6. **Faculty Right and Responsibilities:** Has not met
7. **Student Academic Appeals:** Has not met
8. **Enrollment Management Council:** Has not met
9. **BOG:** Has not met
10. **College Council:** Information in New Business
11. **Student Disciplinary Appeals:** Has not met

## New Business:

**Dr. Ted Lewis:** Enrollment has a total of 1366 students, which is up 182 students from last year. That is a 15.37% increase. Our continuing students are down 10 students from last year. We are up 139 new students. We are up 15 transfer students. We are up 86 dual credit students. We currently have 120 dual credit students. Readmits are down 64 students. Special teacher certification are up 14 students. We are up 2 transient students.

We are currently down 24 students at the Erma Byrd Higher Education Center. That is a 9% decrease. Dr. Lewis has been working with the deans and plans to put more effort into the facility. Currently, Rad Tech and Nursing have programs on the campus. He would like to up the numbers in the general education classes: math, English, etc.

The Faculty Handbook task force began a few weeks ago. Amanda Matoushek will be leading this committee. She has given sections to each member and has asked that they return their corrections by October 1<sup>st</sup>. Angela Lambert and she will then begin putting all the information together and have it completed by the end of the semester. Michelle Taylor stated

that she thought in the past that faculty senate had worked on the faculty handbook. Amanda stated that up until now, the Provost was responsible for updating the handbook. This is the first time that faculty has been involved.

The Faculty Advising task force kicked off on September 16<sup>th</sup>. This will assist faculty in advising students. Not only will this help with the student's schedules, it will also assist with financial aid. Darrel stated that it will not be easy with the new financial aid laws, BOG policies, etc.

Dr. Lewis reminded everyone of the HLC visit on April 12<sup>th</sup> and 13<sup>th</sup>. He wanted to thank everyone for their assistance on the Criterion sections. The document is currently being edited and finalized to be sent by the end of next month.

The college is in the process of revamping the Strategic Plan. President Capehart has developed a committee to work on the plan. There is a steering committee that oversee the project and a college committee.

Dr. Lewis stated that he was in Wheeling last week to begin a new scholarship program. It will be named the Ohio Valley Educational Opportunity Scholarship for those in the northern panhandle, western Ohio, and eastern Pennsylvania. This is an additional scholarship to study at BSC. Currently, we are limited to offer our engineering programs to the north.

Vanessa Godfrey asked about the move for SNAH to the MEC building. Dr. Lewis stated that it will be the fall of 2022.

Rodney Montague asked if our positive covid numbers continue to rise do we have a strategic plan in place for going remote. Dr. Lewis stated that there is a plan in place if this was to happen. He said to please work with your students if they are having difficulties with finding child care due to the county school systems going remote.

Tina Nicholson asked Dr. Lewis is the MEC building would be able to accommodate the number of students that are using their personal laptops with the wifi. That currently on the 3<sup>rd</sup> floor, students are being kicked off the wifi, they can't access the wifi or there is a lag due to the number of students trying to use the wifi at once. He states that the wifi would be able to accommodate the nursing students because of the fact that there are already many students staying in the dorms above the future classrooms.

There is still an issue with getting the equipment needed for the cafeteria in the MEC. Dr. Lewis was told that it would be delivered in a couple of weeks. He stated that he has many disgruntle parents wanting to know why their children can't get their meals downstairs from their dorms.

Mike Lilly asked if there were any plans to upgrade the employee/faculty computers. Dr. Lewis stated that he will talk to John Spencer about this issue. He says he will have a dean's council meeting on Monday morning and after that, each dean should talk to the employees about what they need or want for their school. After he receives all the information from all schools, he will prioritize the information.

Mike Lilly commented about the problem with students parking in the faculty parking and was anything going to be done to enforce this problem. Dr. Lewis stated that at the present time, they had not been enforcing this. He stated that President Capehart had decided not to issue parking permits at this time.

**Sherri Williams:** Gave information about the process of the Health Center based on the CDC and recommendations from the BState Back committee. The guidelines can possibly change from day to day due to the covid variants. If a person tests positive, they will send the health center an email. Their name/information is put in the college database. This alerts the check in stations at each building that the positive case is not allowed into the building. The college then contacts the health department of the county they reside in. Sherri states that health departments only want to know the positive cases and no longer want to know those that have been exposed to a positive case. Due to the large amount of positive cases, they are no longer doing contact tracing. The BSC health center sends an email to the student who is positive or exposed letting them know how long they are in quarantine and when they must come to the college to be tested. They should forward that message to their instructors. When the health center receives a copy of the positive result, they will go back 2 days and quarantine all that have been in contact with the positive student/employee. If the positive case lives in the dorm, they are removed and put into housing provided by the college. If they are on a sports team, the coach is notified and the whole team is quarantined. When the date arrives for testing, if they test negative, they are then removed from the database. She states that at the present time, we have 20 positive cases and 200 on quarantine. All 20 are on the Bluefield campus. Once we reach the 3% threshold (26 positive) the committee will recommend to the president to go virtual. She asks that all faculty do the attendance tracking for their classes. This will help in contacting those that may be exposed. Students who are vaccinated and have been exposed, may test on days 3-5. If they are negative, they will be removed off of the quarantine list. If they are not vaccinated, they will test 2 days before their quarantine time is up (day 12). 300 athletes are getting tested three times a week. Sherri stated that all health center staff members are testing about the same as athletes to ensure their safety. Michelle Taylor asked if we were going to begin the random testing again like in the past. Sherri stated that as of right now, we will not do random testing until our numbers reach 3% and the college decides not to go virtual. At this time, Sherri took questions from the faculty senate.

**College Council:** Darrel stated that there is finally a college council. Attached documents of the strategic planning initiative. There is a strategic planning organizational chart that shows the college planning council. The committee is to come up with ideas on how to improve the college, what educational systems need improvement and what can help the college bring in revenue. After the committee has made their recommendations, it goes to the steering committee and they decide what will and will not work. From there, the steering committee recommends the ideas to the president. He then recommends the ideas to the planning committee.

Darrel stated there was a problem with attendance verification. If you did not put the check mark on the verification, the student was dropped. He hopes that it will be taken care of soon.

Tammy Ferguson will be putting some information together about the over 15-hour fee. If a student drops a class after 2 weeks and drops below 15 hours, they are still getting charged the fee.

Darrel stated that if you have any ideas for cohorts, please email those to him as soon as possible. Cohorts will be extracurricular classes/conferences that will be in addition to the 120 hours required for a Bachelor's degree. This would be similar to what Concord requires of their students. They could be specific to program or just general activities. Dr. Lewis plans on hiring someone part-time to assist in this. Darrel suggested having a dinner for students where they can have mock interviews to prepare for actual job interviews. He would like the senate to send any suggestions for extracurricular items soon.

**Adjournment:**

At this time with no other issues, Darrel asked for a motion to adjourn. Kelli Sarver made a motion to adjourn, Bill Bennett seconds the motion, the meeting was adjourned at 1:18 pm.

DM/aa