

**Minutes**  
**Faculty Senate Meeting**  
**Friday, September 21, 2012**  
**3 p.m. Mahood Conference Room 118**

**Present:** Terene Stiltner, Julie Kalk, Norman Mirsky, Roy Pruett, Sherri Williams, Deb Halsey-Hunter, Jeff Bolton, Carol Cofer, Geoff Hunter, Albert Berkoh, Adem Ozyaras, Darrell Thompson, Sheila Sargent-Martin, Vanessa Godfrey, John Snead; **GUESTS:** Dr. Krotseng, Shannon Bowling, Peggy Johnson, Robert Lowinger

Dr. Krotseng began our meeting by introducing herself and commented on the direction she hopes to provide while at BSC.

**Motion:** A motion was made by Roy Pruett, seconded by Darrel Thompson, to accept the minutes from the 4/27/12 Faculty Senate meeting with the two corrections (the should be “they” on page 1 last sentence; form should be “from” on page 2 #4); vote: unanimous.

**Comments by Sherri Williams:**

- 1) Update faculty handbook—We need to do this. Norm said it had been updated somewhat for the HLC accreditation.
- 2) Faculty Constitution—This needs to be updated to collaborate with the other units of the college.
- 3) P&T Guidelines—While a committee worked on updating these guidelines last year, nothing was done with the final results. Thus, we need to work on this initiative and also look at the guidelines to see how they would “fit” if we did get our university status.
- 4) Evaluation of directions/deans/administrators—We need to get our evaluation instrument in place for this. The School of Business had a note during their ACBSP accreditation visit Fall 2011 which cited the absence of an evaluation instrument for such.
- 5) Merit Pay—We need to see where we stand on our policy for this.
- 6) Post-tenure evaluation—Need to revisit what we are doing for this.
- 7) Advising issues with CAP Center.
- 8) Hiring policies—We need to work the the HR Dept. on the faculty hiring procedures.
- 9) Have input on the decision of which online teaching platform we will use—Blackboard or Moodle.

Carol C. said we needed to prioritize this list of items. Sherri said the goal is to have the list ready by October 12 so we can begin work on them. Norm M. also voiced that we need to work on the budget.

The meeting time was discussed and the next meeting will be October 5, at 3 p.m. in Mahood Conference Room 118.

Sherri also reviewed the college committee membership for all of our committees.

Sherri will email Tracy Anderson the dates of Monday, November 23 through Friday, December 7, as the time period for faculty evaluations.

The topic of office hours has been mentioned and has been noted that some other WV colleges only have 5 or 6 office hours a week. The idea of virtual office hours has been considered. This has not been

a topic at the deans' meetings according to Shannon B. The faculty was unanimous that we did not want to address this topic at this time.

**ACF Report**—in Mike's absence, he forwarded a handout with the WV Advisory Council of Faculty 2012-2013 goals which he asked us to approve. **Motion:** Norm M. made a motion, seconded by John S., to approve the above goals; Vote: Unanimous.

A motion to adjourn at 4:10 p.m. was made and seconded.

Respectfully submitted,

*Deb Halsey-Hunter*

Dr. Deb Halsey-Hunter, Secretary  
BSC Faculty Senate