



Faculty Senate Meeting Minutes

February 27, 2026

11:00 am

Darrel determined there was a quorum with 8 members present. The previous minutes were not voted on for approval. This will need to be covered in the next Senate meeting.

Old Business/ Committee volunteers (handbook and SOP updates): The Old business items are being left on the agenda to keep them in the fore front and to assure they are addressed as promised. Committee volunteers are needed to be on a committee for updating the faculty handbook and also to work on Standard Operational Procedures for the University. Darrel will work with Kristin and ask other faculty for volunteers in the general faculty meeting later today. Any updated materials and/or changes will be kept as a live document.

Emergency Plan wording: The Provost (Sarita) requested removal of a particular statement related to Dr. Martin having to push to get an emergency plan out. She has requested to remove this prior to HLC upload as evidence. Darrel does not wish to remove the statement. He says it shows a ball was dropped for quite some time on the plan. There was no definitive decision from the Senate. Sarita may remove it prior to sending to HLC.

RSI (Regular Substantive Interaction) Compliance & online teaching guidance: The Provost (Sarita) requested summarized RSI requirement as related to the US Department of Education for fully online courses. They are non-student initiated. The potential penalties were discussed with possible large fines and risks to federal aid imbursement. Some practical suggestions were to use MOODLE announcements and the MOODLE messaging system to document faculty-student interaction. Post virtual hours link in your course shell. Use weekly announcements to create and prove instructor presence. Sarita will present RSI guidelines and give examples in the next General Faculty meeting.

Student Satisfaction/ course evaluations: The survey was posted on MOODLE and is still open. It closes on March 4th. Sarita reported a good number of responses. Much improvement after putting the link on MOODLE. Additionally, Deans will now be able to see the student comments.

HLC accreditation visit and Self Study: The team will be on campus April 12-14 with activities taking place on the 13th and 14th. The self -study is being prepared by Sarita. The deadline for submission of the self-study is noted as March 16th. Campus tours will take place and the visitors will split across five individuals to tour different areas individually. The tours will be 50 minutes each. A Concern was brought forth that dividing the faculty may reduce candid feedback to the visitors particularly if Administrators also are present during the tours. Sarita will produce a list of recommended individuals to attend focus groups to ensure representation is balanced and also requested volunteers to lead tours.

Safety, Security, and Fire/emergency planning: The continuing and main concern is the repeated strong smell of marijuana in the MEC building especially around 2-3pm daily. There have been multiple reports with no resolve. It was recommended to faculty to notify security and request sweeps of the rooms. Darrel suggested unannounced sweeps and using the smell as probable cause. There is also a fire concern as NO type of smoking is to take place in the building. Administration has begun meetings related to a Fire/Safety plan. The building monitors have been selected as well. Fire drills will begin likely next month however some items such as where to assemble and clarification of procedures.

Promotion and Tenure Committee Update: There has been notifications sent out to faculty wishing to apply for promotion/ Tenure with process instructions. They have received two people thus far. Bonnie Reese developed a proposed process. The Provost and the President will review it and provide feedback. When clinical track Faculty positions were brought up, Sarita noted clinical track language has been left out of materials, the group agreed to ensure clinical track is included in the process. The goal is to create written process/ procedure to allow non-tenure/residential faculty pathways into tenure-track or full-time without all the prior hurdles.

Online College Rollout: Faculty concerns of Compensation, IP and OER were discussed as well as the workload and timeline to be ready for Fall '26. Intellectual Property is also an area of concern. Darrel provided some clarifications as was related to him by Cody Chambers, head of the Online College.

\$2,000.00 payment per course is in addition to the regular salary. Intent is for Faculty to build a master shell with objectives, OER publisher resources, and learning outcomes. However, no personal intellectual property such as recorded videos or personal notes should be on the shell. The Master shell becomes BSU property but faculty retain their own course content for personal use. As for OER's; Charleston is pushing conversion to OER.

There is strong reservations regarding full OER adoption related to updates of materials, editorial control and content currency. The group does NOT support moving to 100% OER in all cases.

Sarita will form an ad hoc committee to work through concerns. Sarita asked for faculty with concerns to email her to join the ad hoc committee.

Attendance/ Ability to drop students from courses: There was in-depth discussion regarding faculty's inability to drop non-participating students. The historic process using a drop/add slip with the Deans or Provost's signature has been removed by administration citing the student "has the right to fail". The current process leaves faculty tracking down no-show students. The groups argued the current practice harms academic quality and integrity. They are requesting to restore the original process with documentation and sign off sheets to allow faculty to drop students off their rosters/ courses who do not participate or are disruptive to other's education.

Sarita suggested using the early alert system as a tool to flag students but faculty emphasized wanting immediate drop authority with due process to protect course quality. Sarita agreed to research/ locate the prior written drop process (forms) and to follow up next week. It would be ideal if the process would be made digital if feasible.

Janitorial/ Maintenance Update: We are currently using Top Notch. Concerns that some current staff left their jobs due to change in employment demands from this company. Sarita will confirm contract details and the staffing plan for BSU. Faculty are asked to report any on-going issues.

AI Training request to Administration: Darrel proposed formal AI training for faculty (flexible, recorded, practical use cases for teaching, advising, and administrative tasks. Kristin agreed that such training should be modular with certification and on-demand videos/quizzes. This would be more useful for faculty.

Other/Next steps: The handbook edits need changes to committee membership to have a senator sit on each committee to assure and improve communications. A formal vote for this will take place in the next meeting.

Meeting adjourned: 12:22 pm

*Minutes were transcribed by Tactiq in the absence of the Senate Secretary and then reviewed for any typo/grammar errors.