

Faculty Senate, 25 September 2026

In attendance: Betty Nash, Vincent Mateescu, Jeff Yeager, David Balok, Kristin Hicks, Julie Orr, Darrel Malamisura, Amanda Matoushek, Dharshana Arachchi, Karen Grogan, Jack Sheffler, Rod Montague, Albert Berkoh

Meeting called to order at: N/A

Approval of minutes: A motion to approve minutes from the previous meeting was made at 11:03 am. Kristin Hicks motioned and Julie Orr seconded. Motion passed via acclamation.

Administrative procedure and announcements

- Darrel read Sarita's note asking faculty to review an attached administrative procedure related to the WV seal of biliteracy and provide feedback.
- No attachment was visible to recipients of the e-mail.
- Amanda, who wrote the procedure, said she would send the e-mail to Darrel so he could forward it to everyone.
- The group also noted upcoming BSU visits from accreditation teams: ACBSP and ACEN site visitors would be on campus the following week.
- Strategic priorities from academic affairs units were due on September 25th.

Faculty overload pay and revenue discussion begins

- Sarita's note asked the group to include revenue streams to cover any recommended changes to faculty overload pay.
- Darrel reacted strongly, saying the claimed cost difference was small and that overload pay should not be constrained by such a modest amount.
- Amanda said the issue amounted to about \$33,000 per semester.
- Darrel argued that faculty morale, student retention, and course availability were more important than the projected savings.

Handbook and policy records discussion

- Darrel said the handbook/constitution work was still ongoing, but he wanted to hold proposed changes until later in the semester so they could vote on them all at once.
- Julie and others agreed this would help avoid confusion from multiple votes.
- Darrel then proposed a broader process improvement: attaching minutes, notes, or discussion links to policies so future readers could see the rationale behind policy language.
- He compared this to legislative history and "spirit of the law" reasoning.

Attendance policy clarification

- Darrel raised concern around the attendance policy and whether professors could use discretion on excused absences.
- He said some administrators appeared to believe the policy was either fully mandatory or fully optional, while faculty understood it as allowing instructor discretion within the limits of the university attendance policy.
- Amanda quoted the key language in BOG Policy AC-210 section 4.1 stating instructors may make exceptions only in extreme circumstances. Darrel opined on the way the policy is written: according to the BOG, it is a clear-cut matter of whether or not faculty abide by it, but Darrel maintained this is not the case and the policy is open to interpretation by faculty.
- Dharshana asked whether students who sleep in class can be asked to leave; Darrel said yes, because that is a disturbance and not meaningful attendance.

Annual faculty evaluations and records retention

- Kristin reported that the faculty evaluation process was being handled as a form that is filled out and e-mailed, rather than stored in a database.
- Darrel objected strongly, saying he believed the system should preserve records in Moodle or some retrievable system.
- Amanda explained that the current process is still paper-based: Sarita wants hard copies, the dean signs, keeps a copy, and gives a copy to the faculty member.
- Darrel said this approach is outdated and risky because documents can be lost or misplaced.
- The discussion broadened to include other online forms, such as short leave records, and Darrel argued that all such records should be retained digitally.

Calendar, upward evaluations, and dropped students

- Amanda said master schedule scheduling calendars had been completed in July and returned through the chain for posting, but the registrar's page still only showed limited years.
- She also said upward evaluations had been discussed and feedback was sent back, but nothing had happened since.
- Darrel suspected the process was being dragged out, possibly to avoid student drops.
- Amanda said many issues were being sent back to Sarita and then stalled there.
- Darrel said these items needed to be completed by the end of October, including upward evaluations, drop slips, and the master schedule calendar.
- Amanda suggested the faculty should go ahead and create the upward evaluations themselves, since the people being evaluated should not be writing the evaluation instrument.

Overload pay, low enrollment, and scheduling concerns

- Darrel criticized the overload pay process, saying faculty were being forced into a system that was not a policy but a process imposed from above.
- He argued it was illegal to work without a contract and said overload contracts often arrive too late, sometimes in the third or fourth week.
- He said faculty were paid too little for overloads and that the current system has contributed to reduced summer offerings and staffing problems.
- Amanda explained the historical background: the current system was created when Ted did not want to cancel classes, so lower enrollment meant lower pay as a compromise.
- She noted that now classes are being canceled again, but pay reductions remain.
- Amanda said faculty and deans had already done substantial work to reduce costs by canceling unneeded sections and creating master schedules.
- Darrel argued the enrollment thresholds used to reduce pay were arbitrary and not based on actual variable costs.
- He also said the faculty are the only ones financially impacted by low enrollment, while admissions and the president are not.
- Amanda added that classes with 20+ students do not increase faculty pay under overload rules, even though they create more work.
- The group discussed confusion over contact hours, credit hours, and whether different programs are paid differently.
- Amanda clarified that some lab and clinical courses are paid based on contact hours rather than credit hours. Vincent offered math 101L as an example of one of these courses.
- Kristin said she had been told STEM overloads were calculated differently, which contributed to confusion.
- Darrel said this confusion itself showed the need for a standard operating procedure.

Students not verified and late drops

- Darrel asked about students still appearing on rosters without verification.
- Amanda said she had sent John Spencer, Marviene Johnson, and Tammy Martin a list of students who had not been verified and also had not attended class according to the attendance tracker.
- She said this was happening in week five, and John Spencer ultimately checked Moodle and dropped the students.
- Darrel criticized the delay, saying five weeks was far too late.
- More examples followed of students showing up late for books, vouchers, or access, which Darrel said could not be accommodated that far into the term.

Org chart and responsibilities

- The group discussed issues with the organizational chart not being easy to find or updated.
- Kristin said she could only find an archived version; Amanda said the org chart had been moved to the BOG page and was still outdated.
- Darrel and Jack both said there should be a responsibility list or linked document explaining what each leadership role is responsible for.
- Darrel suggested this should become an SOP so people could see who owns what decisions.

Watermark system concerns

- Darrel then criticized the new Watermark system, saying it does not work as promised and is more complicated than needed.
- He said it does not integrate cleanly with Moodle and requires users to build tests inside Watermark rather than Moodle.
- He also complained that it lacks proctoring and browser-locking features and is difficult to use for multiple rubrics and templates.
- Amanda said she did not even have the right access to use it as a lead.
- Darrel proposed the faculty should vote to stop using it and possibly build a simpler system in spreadsheets if needed.
- The group agreed to table the vote until the next meeting so everyone could spend more time testing it out.

Food pantry discussion

- Jack raised the possibility of moving the food pantry from the Student Center to the MEC.
- Amanda initially thought that would be a bad idea because it would reduce commuter access, but Jack clarified that the intent was to have pantry access in both places.
- The group agreed that dual locations made sense.
- Jack noted that monitoring and access hours still needed to be solved.

Standing committees and constitution wording

- Darrel said the Senate had identified committees that did not currently have a senator on them, and the handbook/constitution should explicitly require senator representation on each standing committee.
- Kristin said the draft language had already been circulated and no one had commented on it.
- Darrel said that if there were no objections, they could keep the draft and vote on the full package later.

Housing holds and student move-in

- Darrel raised concern about students being allowed to move into housing even when registration holds were unresolved.
- He said students should have their holds resolved before move-in so faculty are not dealing with schedule problems weeks into the semester.
- Amanda said this was a Ted-era decision.
- Darrel said the Senate should go on record opposing it.

Board response and faculty purview

- Darrel asked for comments on Charlie Cole's response to Jack's letter.
- He objected to Cole's implication that faculty should essentially stay in their lane.
- Amanda read the line that faculty should focus on matters within their direct purview.
- Darrel argued that housing, food access, and student support all affect learning and therefore are within the purview of faculty.
- Rod added that these issues come directly from students, who bring them to faculty as the first line of contact.
- Darrel said the issue is not whether the board wants to hear these things, but that faculty expect answers and transparency.
- He also noted that Charlie's chair term had already expired and that he should have stepped down.

Financial impropriety concerns

- Darrel brought up a social media post about the sale of the Ramada Inn property by the university's research and development corporation.
- He said the sale looked suspicious because of the huge difference between the purchase price and sale price, the absence of a visible bidding process, and the lack of clear board authorization in the public record.
- Julie said this creates a perception of impropriety whether or not any illegal action occurred.
- Amanda noted the open forum for faculty and staff with the board would be October 29 at 3 p.m. in the Boyd Conference Room.
- Darrel encouraged people to attend and not leave him to be the only one raising concerns.

Closing discussion on governance and committee representation

- Kristin asked about the difference between parliamentary and sergeant of arms roles.
- Darrel admitted he may have used the wrong title and suggested they review the definitions and possibly clarify responsibilities in the constitution.
- Kristin also reminded Darrel about faculty representation on hiring committees.
- Darrel explained that previous policy changes still allow the president to hire without committee input if no committee is created.
- He said the Senate should vote to require faculty, staff, and possibly student representation on hiring committees for administrative positions.
- Julie worried the administration would dismiss it as faculty not staying in their lane.

Adjournment: With no further business to discuss, a motion to adjourn was made at 12:38 pm. Kristin Hicks motioned and Julie Orr seconded. Motion passed via acclamation.