

Faculty Senate Minutes
January 17, 2017

Attendance: Robin Payne (Soc. Sci.), Deb Hoag (Nursing), Chris Kast (Beh. Sci.), Donna Long (L&L), Fran Young (Nursing), Dan Eichenbaum (SoFA), Matthew Hokom (L&L), Aimée Richards (SoFA), Amy Godfrey (Business), Veronica Gallo (Nursing), Amanda Metcalf (SoE/HHP), Siegfried Bleher (CSMP), Mark Flood (BCG), Dillon Bradley (SGA), Deb Hemler (BCG), Tony Gilberti (Tech), Anthony Yost (Tech), Harry Baxter (ACF), G.H. Budd Sapp (BOG), Joe Kremer (President)

Guests: Maria Rose, Chris Lavorata, Jack Kirby, Tim Oxley, Robynn Shannon, Shayne Gervais

- I. Senate President Joe Kremer called the meeting to order at 3:00 p.m.
- II. The minutes from the December 2016 Faculty Senate meeting were approved with the need for one minor revision. Senator Anthony Yost was not noted as having been in attendance. Senate Secretary Robin Payne will make the correction and submit revised minutes to Senate Webmaster Dan Eichenbaum.
- III. Announcements
 - A. President Maria Rose
 1. The presidents of the regional institutions met with the Jim Justice transition team to discuss the major themes surrounding higher education. Budget was a top concern and the presidents sought to convey the true value of higher education. They also discussed job creation, the connection between higher education and good jobs, private/public education partnerships, exploring relationships between colleges and universities, and capitalizing on entrepreneurship.
 2. The state legislature does not come back into session until February 8, which is a later start than usual.
 3. The HEPC is having a workshop on maximizing enrollment in classes next Friday. President Maria Rose, Provost Chris Lavorata, VP for Student Services Tim Oxley, and CIO John Lympany are attending.
 4. The University Terrace dedication ceremony will be held on April 4, 2017.
 5. The Mountain East Conference basketball championships will be held March 1-5, FSU's men's team is still ranked #2 in nation.
 6. Senator Chris Kast asked President Rose to clarify what the HEPC means by "maximizing enrollment." Rose is not sure, but says that Chancellor Hill and Vice Chancellor Treadway sent a letter saying that institutions should do everything they can to capitalize on enrollment and get the "most bang for their buck." They invited above mentioned team to address the issue at the workshop. Rose thinks this will likely be a sales pitch that we can then decide whether it is of value to us.
 - B. Dr. Shannon on Assessment
 1. Robynn Shannon reported that she is very pleased with how the review of assessment reports has gone this year. They have sped up the time frame a bit because last year reviewers ran out of time for program faculty to make their recommended changes.
 2. Over the winter break, Shannon uploaded all reports to TaskStream and sent a summary report to all Assessment Coordinators. Assessment Coordinators were

asked to follow up with program faculty regarding the reviewer's recommendations and to find out what support they need. Shannon will follow up with Assessment Coordinators at the end of this month.

3. There were more peer reviewers than ever this year, but they are still determining whether it's better to have fewer people, perhaps with a stipend, to do this or to have as many as possible. They are veering towards the latter with hopes that we can all learn more about the process this way.
4. From now on the Critical Friends will be called the Institutional Assessment Council. They will have a more formalized structure, but composition of group and functions remain the same.
5. It is not too late to register for the opening luncheon to discuss the *What Matters Most* workshop process. Fliers will be circulated regarding the workshop plans.
6. Shannon shared some of the results from NSSE-FSSE surveys from last spring. A copy of the summary results that was shared with the Deans and the President's Cabinet was given to Senate President Joe Kremer. Shannon shared the following highlights with the Senate:
 - a) About 2300 students were sampled with 575 responses. This was a 25% response rate, which was higher than or the same as comparison groups.
 - (1) 53% completed the survey on mobile devices.
 - (2) 52% of first year students and 56% of seniors are first generation students. This is 10 points higher than the comparison group.
 - (3) FSU chose two topical modules: academic advising and learning with technology. Results in those two modules were as follows:
 - (a) FSU students ranked "quality of interactions with academic advisors" and "quality of interactions with other administrative offices" higher than did the comparison group.
 - (b) 85% of first year students rated their overall experience as "excellent" or "good."
 - (c) 53% of seniors reported that they had completed or were currently in an internship or field experience. These results are higher than any of the three comparison groups.
 - (d) Seniors rated advisors significantly higher than FSU's comparison group in five separate areas of academic advising.
 - (e) 50% of seniors in sciences and math have engaged in research with a faculty member.
 - (f) 87% of seniors preparing for careers in Social Service professions have participated in service learning projects.
 - (g) 97% of faculty report they talk with students about career plans.
 - (h) 80% of faculty reported that their courses emphasize applying facts, theories, or methods "very much" or "quite a bit."
 - (i) 70% of faculty reported their courses emphasize analysis.
 - (j) 92% of faculty reported their courses are structured to emphasize critical thinking and analysis.
 - (k) 70% of faculty reported that their courses are structured towards requiring job- or work-related knowledge and skills.
 - (l) 85% of faculty advisors reported that listening to their advisees concerns was "very important."
 - b) Shannon stressed that these results are all part of a bigger picture that help us know who our students are as well as student and faculty perceptions of what is

going on in the classroom.

C. Registrar -- Shayne Gervais

1. Senate President Joe Kremer stated that at the last Faculty Senate meeting there were questions regarding changes to the registration process. Registrar Shayne Gervais was invited to share more information regarding proposed changes.
2. Gervais began by sharing the good news that registration errors have dropped by over 1/3 in the last two years. During his first term, there were 200 missing grades, but last fall there only 50. He thanked faculty for working hard to get this information entered in a timely matter.
3. Regarding the proposed changes to the registration process, Gervais pointed out that nearly 50% of students are given priority registration despite the fact that only two groups — students affiliated with the military and students with disabilities — are legally required to have priority status. In addition, one reason that registration dates have been spread out has had to do with technological limitations regarding load restrictions that no longer exist. Therefore, he proposes to change the process to make priority registration more meaningful. He therefore proposes to shift priority to graduating seniors in order to help students move towards degree completion. Providing this incentive will likely improve the university's completion rates, which are lower than they should be.
4. Towards this end, Gervais has proposed to Academic Affairs as well as the Admissions and Credits Committee to allow graduating seniors to register on the first Monday of the registration period with subsequent windows opening every two days. The goal is not to disenfranchise priority groups so much as it is to emphasize that graduating seniors are the top priority. Having applied for graduation will be the indicator for who qualifies for this priority window.
 - a) Gervais noted that the university is also moving towards an on-line application process for graduation.
5. In light of faculty concerns regarding the length of time between registration windows, Gervais stressed that two days is just his recommendation. He is not wedded to that interval and is happy to confer with faculty about what might constitute an appropriate time frame. While faculty are most concerned about how this will affect advising, Gervais argues that the shift will help to create a culture change at the university with students eventually adapting to seek out advising prior to registration beginning.
6. Fran Young asked Gervais if the time period given for the waitlist notifications can be extended from 24 hours to 48 hours, but Gervais warned that extending the time period would disadvantage other students on the waitlist. Gervais used this question to remind faculty that waitlisting is now an option during registration. If students are on the waitlist and a spot opens up, they receive an email notification and have 24 hours to register for the course before the spot is made available to the next student on the waitlist.
7. Harry Baxter asked if there can be an end date for registration. Gervais pointed out that even now, with the spring semester officially underway, there are many students who have not yet registered. Leaving things open helps to defray a massive rush during the add/drop period.
 - a) Baxter also stressed his concern that even though students are told that they can and should come in for advising early that very few do so. As a result, faculty are sure to feel the crunch in the event that the registration windows are reduced.

Gervais agreed that this could be a problem, but noted that the campus culture is only as old as the student population. With a new system in place, the culture will shift within a few semesters. This has been the case with the implementation of the DegreeWorks program.

- b) Deb Hemler asked Gervais to clarify how narrowing the windows would accomplish these objectives. Gervais explained that it will help streamline the process and allow his office to more quickly predict the need for different sections or course changes. More predictability and better baseline data will subsequently help with retention.
 - c) Donna Long said that there would be many ways to facilitate the shift to earlier advising.
 - d) Chris Kast asked if reducing the window of time for registration would enable faculty to more effectively reach out to students who had not yet registered, since they could be identified earlier.
 - e) Deb Hemler noted that the earlier the class schedule is available the earlier faculty can begin to advise. Another issue, however, has to do with graduating seniors who do not register early but then require an independent study or a capacity override when courses required for their major are full. She asked if it was possible to prevent some of those courses from filling up with students not in need of the class yet. Gervais said that it is possible to place level restrictions on courses to alleviate this situation.
 - f) Gervais again stressed that giving priority to graduating seniors will send a strong message that FSU takes progress towards degree completion very seriously. Faculty agreed that prioritizing graduation was a positive move.
 - g) Mark Flood asked Gervais to clarify the completion rate. Gervais said that ours — 35% completion rate over six years — is similar to that of a community college. The numbers are skewed, however, by the fact that some students don't "graduate" from an AS program en route to their bachelor's degree or that some students complete a program, but come back for more classes or a different program, thus delaying their graduation.
- D. Harry Baxter — ACF
1. The legislative event is scheduled for Thursday, January 26 from 4:00-6:00 p.m. in the Falcon Center conference rooms. Baxter will send out information and requests that faculty contact him with ideas for what is needed to increase college-going rate, to get more students to graduate, etc. He will put those items on the agenda.
 - a) Donna Long asked if the speed networking format is still being used. Baxter confirmed that it is.
 - b) President Rose noted that the rooms are reserved, but more information is needed regarding the room configuration. She will ensure that refreshments are provided.
 - c) Dan Eichenbaum asked which legislators have accepted the invitation. Baxter reported that as it currently stands, Senator Prezioso, Delegate Caputo, and Delegate Longstreth have accepted. Other senators and delegates will be reached out to as well.
 2. The next ACF meeting is Friday, February 3. The ACF is trying to meet with Gov. Justice that day or later.
 3. The PEIA Finance Board met on December 1. They approved a plan but have not shared information about what, exactly, the plan is.

E. Dillon Bradley — SGA

1. There has not been an SGA meeting yet this semester, so SGA has no official report.
2. Bradley shared the news that Daphne Ryan, the other SGA representative, was absent from the meeting because she is attending the presidential inauguration with a group of Social Sciences students from FSU.

F. Budd Sapp — BOG

1. According to a press release related to the presidential search, there were 28 applicants from 18 states. Eight of the applicants were from WV. The pool has been narrowed down to twelve and on Tuesday, January 24 and Thursday, January 26 the BOG will conduct Skype interviews with the semi-finalists. From there, they will extend campus invitations and the list of finalists will be publicized with opportunities for feedback. They hope that the campus interviews will occur in early February with the final selection made by early April.
2. An ad hoc committee, with Sapp as the chair, has been formed to provide faculty feedback has convened. Other members include Robert Baker, Veronica Gallo, Galen Hansen, Erin Hippolyte, Chris Kast, Mike Ransom, Greg Noone, Chuck Shields, John O'Connor, Albert Magro, and Ashley Tasker. The committee members were asked by Sapp to provide their top three priorities for the search. He is happy to share the list, but common themes included valuing faculty, taking the university to "the next level," and communication and transparency. Committee members also stressed the importance of the presidential candidates to possess knowledge about fundraising, public relations skills, and to have ideas regarding enrollment and retention.
 - a) Sapp shared these priorities with the BOG. The BOG took into account these suggestions and, along with the list of qualifications provided by HR, ranked each candidate on various criteria on a scale of 0-2. They then ranked the candidates in total.
 - b) In determining his own ranking, Sapp took into consideration the fact that faculty want somebody who has advanced through the ranks of academia, has faculty experience, and possesses an earned doctorate. His top choices reflected these desires.
 - c) During the Skype interview, the committee will ask five to six questions and leave time for the candidate to ask questions or share further information about themselves.
 - (1) Members on the ad hoc committee have expressed their desire for questions regarding experience with fundraising and lobbying and how this will help at FSU; how to deal with resource constraints and budgeting experience in regard to increasing revenue and reducing costs; how the candidates would describe their five year plans or vision for the university; what the candidates see as the top three concerns facing FSU; and how they would propose to create a system of shared governance/building rapport/trust/cooperation.
 - (a) The ad hoc committee's proposed questions have been shared with the BOG and Cindy Curry.
 - (2) The BOG does not plan to release what the official questions will be, but they did share a sample set. Sapp believes that the suggestions of the ad hoc committee were incorporated.
 - d) Sapp believes that there was a good applicant pool with very well-qualified candidates in accordance with what the faculty seem to want.

- e) It has not yet been determined how many candidates will be brought to campus, but Sapp has stressed faculty desires to see at least four candidates on campus.
 - f) Chris Kast and Mike Ransom have agreed to help develop a survey for faculty to provide feedback on candidates invited to campus. They will provide an aggregate report of faculty responses to each candidate.
 - g) Chancellor Hill is an ex officio member of the search committee and is present at all meetings in order to ensure all policies and procedures are being followed. Chancellor Hill has said that this has been done so far and he has shared FSU's process with other institutions because he thinks we've established a good process for moving forward with such searches in the past.
3. Senate President Kremer thanked Sapp for his hard work on this and Chris Kast for volunteering his expertise regarding the surveys.
 4. Bob Mild asked if Cindy Curry will ask the questions during the preliminary Skype interviews. Sapp noted that it has not yet been determined who will ask the questions. Mild expressed his concern that during past searches, committee members would occasionally interject during the interview. For purposes of uniformity, Mild stressed the importance of having the same person ask the questions of all candidates as well as the importance of managing time so that all questions are asked/answered and that the candidates have time to ask questions of their own. This is the only way to ensure that the process is fair to all candidates.
 - a) In light of these concerns, Sapp added that somebody had asked Chancellor Hill if they were allowed to ask follow-up questions during the interviews. Hill said that they could so long as they did so within the time frame allowed for responses.
 5. Chris Kast asked if there was a fair amount of consensus in winnowing the applicant pool from 28 to 12. Sapp said that it wasn't overly difficult because of some of the criteria regarding faculty experience, administrative experience, and the earned doctorate automatically brought the pool down to 18 or 19 eligible candidates. From there, they were able to further narrow the pool to 12 candidates. He noted that the next cut will likely be more contentious.

IV. Unfinished Business

- A. There was no unfinished business.

V. New Business

- A. There was no new business.

VI. Open Forum

- A. Matt Hokom shared that the Department of Language and Literature discussed the issues brought up at the last Faculty Senate meeting regarding the academic calendar. That unit recommends rolling back the start date for the fall semester by one week and keeping the spring semester the same. They drafted a department resolution to that effect.
 1. Chris Lavorata stated that this issue is already on her "to do" list. The Fall 2017/ Spring 2018 calendar is already set, but we can entertain changes for the next academic year.
 - a) Classes will begin Monday, August 14 and finals week will end on Friday, December 8.

2. Donna Long pointed out that the public perception of our current long winter break could be that we do not “work hard,” which could have legislative implications.
3. Veronica Gallo pointed out that the very early start date in August also makes it difficult for students trying to complete internships during the summer months.

VII. Senate President Joe Kremer adjourned the meeting at 4:28 p.m.