

# Academic Year 2015-2016 Meeting Dates

## Academic Year 2015-2016 Faculty Senate Meeting Dates

September 11, 2015

October 13, 2015

November 10, 2015

December 8, 2015

January 19, 2016\*

February 9, 2016

March 8, 2016

April 12, 2016

May 10, 2016

All dates are the second Tuesday of each month except those marked with \*

# Fall Break Proposal

Faculty Welfare Committee – Fall Break proposal (5-12-15)

The Faculty Welfare Committee has had several discussions this semester about how physically and psychologically challenging the long stretch from Labor Day to Thanksgiving is for students and faculty. We believe adding a Fall Break during October would give the campus community a helpful breather in the middle of the fall semester.

A survey of some of our peer institutions yielded the following information. Fall Breaks are not universally observed, but roughly 70% of our peers schedule a three- or four-day weekend break sometime in the month of October. The most common Fall Break format is a four-day weekend created by giving students and faculty a Monday and Tuesday off. Here is a quick breakdown for academic year 2015-2016:

Institution	Fall Break
Alderson-Broaddus	Oct. 19-20 (MT)
Bethany	Oct. 12-13 (MT)
Bluefield State	None
Concord	None
Davis and Elkins	Oct. 1-2 (TF)
Frostburg State	None
Glenville State	Oct. 9 (F)
Marietta College	Oct. 5-6 (MT)
Marshall University	None
Potomac State	Oct. 12-13 (MT)
Shepherd University	Oct. 15-16 (TF)
Slippery Rock	Oct. 5-6 (MT)
Waynesburg State	None
West Liberty	Oct. 23 (F)
WVU	Oct. 12-13 (MT)
WV Wesleyan	Oct. 22-23 (TF)
Wheeling Jesuit	Oct. 5-6 (MT)

The Faculty Welfare Committee respectfully asks the Faculty Senate to consider the establishment of a Fall Break in the 2016-2017 academic year, which would consist of a four-day weekend October 6-9, 2016. The two lost instructional days, October 6-7 (Thursday/Friday) would be recouped by shortening the fall Faculty Development Week to three days, August 8-10, 2016, and starting classes Thursday, August 11, 2016.

If the 2016-2017 calendar is not open to revision, then we ask that a comparable Fall Break be considered for October 2017 when the 2017-2018 calendar is devised.

Recommendation by Admissions and Credits  
Committee

The Committee on Admissions and Credits unanimously recommends to the Senate, *for expedited passage*, the following changes in academic policy.

Grades of transfer student from accredited institutions of higher learning will appear on their Fairmont State transcripts whether the originating institution is a state school, a private school, or an out-of-state school. (Currently, credits are recorded without the grades for private and out-of-state schools.) The sixty-hour D/F repeat rule will henceforth apply to all grades transferred in from other accredited institutions of higher learning, regardless of whether the originating institution belongs to the state system. (Currently, the rule is limited by references to “West Virginia public institutions”.)

Best regards,

Leland

Leland M George, PhD

Professor of English

Chair, Committee on Admissions and Credits

Ad hoc Committee on Adjunct Hiring Practices  
Report

**Report from the  
Ad Hoc Committee on Adjunct Hiring Practices  
May 12, 2015**

**Committee Members:** Constance Edwards, Christopher Kast, Donna Long, Anne Patterson (Chair), Robin Payne, Michael Ransom, Steve Roof

On October 12, 2005, the Task Force on the Utilization of Adjunct Faculty, chaired by Don Trisel presented its report to then-President Dan Bradley. The report contained a number of recommendations—some for immediate implementation, others for implementation beginning in the 2007 fall semester. Most of the recommendations had to do with policy changes that would, ideally, result in a reduced number of classes being taught by adjuncts. The committee cited recommendations by the American Association of University Professors: an “optimal” 15% adjunct faculty institution-wide and an “acceptable” 25% of adjunct faculty within a department. As far as I know, the report of this task force was not widely disseminated, and simple observation suggests that few of its recommendations have been implemented.

At the beginning of 2014, when all West Virginia offices were preparing implement the new state-wide system OASIS, and the Affordable Care Act was raising wide-spread concern about its financial ramifications, a clarification from the Personnel Office informed departments that Fairmont State “simply would not hire” adjunct faculty members who teach in other state institutions. I teach in the Department of Music where highly skilled instructors with specialized skills are required for some of our students. These instructors are specialists in percussion, oboe, saxophone, trumpet, clarinet, and flute. They do not teach full-time, or even the maximum number of hours allowable for adjuncts. We cannot function without these adjuncts, almost all of whom must work in more than one institution in order to earn a living. We can find similar situations in other departments across campus. And so the aforementioned directive was seriously chilling to me and my colleagues.

The Faculty Senate appointed the Ad Hoc Committee on Adjunct Hiring Practices to look into the situation. Since the directives that departments were receiving at the time appeared to take academic issues into account not at all, as a committee, we viewed our charge as the following:

1. To provide a viewpoint on the anticipated financial crisis surrounding the demands—or perceived demands—of the Affordable Care Act that took into consideration the *academic issues* at hand;
2. To provide information, analyses, and projections that would be useful to President Maria Rose as she made her case for increased financial support from the Legislature and associated committees regarding the cost of health insurance. The view, we said, *had* to be broad, not limited to finances only.

We collected reports and articles, had meetings, talked with Cindy Curry, analyzed data. Information changed at a fast pace, such that before we could present models we had developed, they were outdated.

In the end, I think we made a clear rationale for *why* departments need specialized adjuncts and why we can’t hire just anyone to do the jobs that they do. I hope we were successful in explaining why, even though their teaching loads are smaller than the allowable number of hours, they are absolutely essential—and why this necessitates working in more than one institution for many adjuncts. We suggested that the designers of OASIS and others in positions of responsibility investigate ways to provide healthcare benefits to adjuncts—and we even suggested a couple of ways for them to do that. We also think that people responsible for OASIS should become familiar with the use of part-time employees

in higher education, an extension of state government. When it is time to revise the software, this could be very useful information.

At the moment, we do not know what the implementation schedule is for policies that were being considered, policies that would have a serious effect on the staffing of departments. We have been informed that that some of the implementation has been postponed to a later date.

Along the way, we discovered, as one of our committee members said, that we knew shockingly little about our cadre of adjuncts. One positive step we thought we could make would be to collect data on our adjuncts. We constructed a survey and distributed it to the Faculty Senate on at least two occasions. In December, after senators had made suggestions, the survey was considered ready for distribution as a document of the Faculty Senate.

Realizing that many adjunct faculty members do not use their FSU email, we requested from departmental secretaries the adjuncts' preferred email addresses (most of which are not in our directories). The secretaries refused to provide the information, except in the cases of Nursing and Fine Arts. The Deans then wanted to know what this was all about. Dr. Constance Edwards (one of their representatives to the Senate), along with committee members Chris Kast and Michael Ransom, presented the survey to the Deans, who agreed that it was all right to distribute it. (In point of fact, I am not sure that Deans need to approve the distribution of Senate documents—the important thing here was that they would provide the email addresses.) Committee members Kast and Ransom asked once again for preferred email addresses, this time with the weight of the Deans' approval in their request.

We received no additional response. As committee chair, I asked Deans to provide the information. To date, we have the information we need from the Schools of Nursing and Fine Arts.

So we are at a standstill. While Nursing and Fine Arts require a large number of adjuncts, responses from that population alone will not be representative of the entire university.

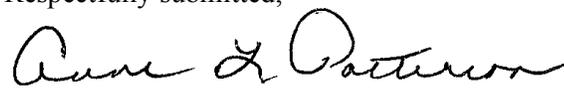
It appears that, as deadlines for implementation of *whatever* the ultimate decisions are with regard to hiring adjuncts are put off again and again, the sense of urgency has been lost. The same problems that we had in the beginning still exist: We rely upon adjuncts; in some instances, we cannot use them for as many as 9 hours per semester (which means that the adjuncts *must* have multiple employers). We still know little about our adjuncts.

Returning the recommendations of the 2005 Task Force on the Utilization of Adjunct Faculty may help reduce our dependence upon adjuncts—in General Studies courses, for example—but considering the overall reduction of the use of adjuncts was not the mission of the Task Force on Adjunct Hiring Practices.

As an aside, it would be helpful if all faculty—full-time and adjunct—used Fairmont State University's email system for communication.

My senate term ends this spring, and I did not seek re-election. If the Senate decides to continue the work of this ad hoc committee, it will need a new chair.

Respectfully submitted,

A handwritten signature in cursive script that reads "Anne L. Patterson".

Anne L. Patterson

# Nominating Committee Report

**Report of the**  
**FACULTY SENATE NOMINATING COMMITTEE**  
**May 12, 2015**

**Committee Members:** Anne Patterson (Chair), Beverly Michael, Jessica Brown, Howard Hively, John McLaughlin

The Faculty Senate Nominating Committee met on Friday, May 8, 2015, with the charge of proposing a slate of nominees for the positions of Vice President, Secretary, Webmaster, and three At-large seats on the Executive Committee.

The following slate was proposed:

Vice President – Donna Long  
Secretary – Robin Payne  
Webmaster – Christopher Kast  
At-large, Executive Committee – Daniel Eichenbaum  
At-large, Executive Committee – Joe Kremer  
At-large, Executive Committee – Jessica Brown

The committee chair informed nominees of their selection and requested confirmation of acceptance of the nomination. Each person accepted his/her nomination, and this is the slate that we present for the consideration of the Faculty Senate.

**Notes:**

The Faculty Senate Constitution and By-Laws stipulate that Faculty Senate “elections shall be conducted... at the Academic Unit’s meeting of the academic year that falls *prior to the penultimate Senate meeting of the academic year*. [Emphasis added.]” (II.2.b.) In other words, elections should have been held prior to the April meeting of the Senate.

If elections were held in early April, the results were not reported, and the lack of this record made determining who was eligible to be nominated for 2015-2016 positions difficult and time-consuming.

The committee chair requested that the Senate President seek the most current updates from Deans. President Shields did make the request, but not all Deans had responded by the time the committee had to meet. We want to emphasize that this problem will be easy to avoid in the future simply by adhering to the guidelines of the by-laws.

Respectfully submitted,



Anne L. Patterson, Chair  
Faculty Senate Nominating Committee 2015

# Institutional Review Board Committee Report

**Institutional Review Board  
2014-2015  
Year-End Report**

**I. Members:**

Joseph Blankenship  
Mark Flood  
Philip Freeman  
Mahmood Hossain  
Theresa Jones  
Tadashi Kato  
Janie Leary  
James Matthews  
Jennifer Myers

Michael Ransom  
Aimee Richards  
Clarence Rohrbaugh  
Rhonda Sanford  
Joseph Shaver  
Amy Sidwell  
Joshua Smallridge  
Donald Trisel

## **II. Activities:**

A. The committee reviewed applications for approval to conduct research involving human subjects from individuals planning projects for school courses, and faculty working on individual or departmental research projects.

### **Fall Approvals**

1. Minimal risk approval given on September 29, 2014 for 7 students in Paul Reneau's Health Science class.151001
2. Sixteen students in Dr. Rohrbaugh's Foundations of Psychology submitted applications and were approved for minimal risk studies on October 13, 2014. 151002
3. DNP IRB approval received from The Chicago School of Professional Psychology for research to be conducted by faculty Dr. Judy Wright October 30, 2014. 151003
4. Dr. Mike Ransom and four students received IRB approval on November 8, 2014 for minimal risk research as part of a Directed Research class.151004
5. Minimal risk approval given on November 17, 2014 for 1 student in Paul Reneau's Health Science class.151005

### **Spring Approvals**

1. Dr. Mike Ransom and one student received IRB approval on February 17, 2015 for minimal risk research as part of a Directed Research class.152001
2. Dr. Josh Smallridge and two Masters Students received IRB approval on February 24, 2015. 152002

3. Eleven students received minimal risk approval on March 10, 2015 for research in Dr. Jessica Brown's Human performance research class.152003
4. Fourteen students in Dr. Kato's Foundations of Psychology submitted applications and were approved for minimal risk studies on March 10, 2015. 152004
5. Seven students received minimal risk approval on March 16, 2015 for research in Dr. Michael Ryan's PHED 4410 class.152005
6. Twenty students in Dr. Rohrbaugh's Foundations of Psychology submitted applications and were approved for minimal risk studies on March 19, 2015. 152006
7. Dr. Amy Sidwell and Dr. Janie Leary received a minimal risk approval on March 28, 2015 for their research on "Fairmont State University Health and Safety Needs Assessment."152007
8. Two students received minimal risk approval on April 16, 2015 for research in Dr. Jessica Brown's Human performance research class.152008

**B.** The committee individually reviewed applications in .DOC, .RTF, or .PDF format sent over University email. Email was used by committee members to provide feedback on all applications.

# General Studies Committee Report

**Report to FSU Faculty Senate  
General Studies Committee  
2014-2015**

During the academic year 2014-2015, the General Studies Committee began a long needed revision of the GS program. The committee's business consisted of the following:

- 1) During the summer, committee members held a day-long work session to evaluate the current state of GS assessment and to determine an action plan for the year.
- 2) The committee was concerned about its ongoing purpose given that the initial goals for the committee had been met. The committee approved the follow new clarification of its charge: The General Studies Committee's duties include:
  - a) Approving new general studies courses
  - b) Reviewing design of current general studies courses
  - c) Recommending general studies policies to the senate
  - d) Advising the VP of assessment on general studies matters
  - e) Assisting faculty in creating general studies courses, rubrics, and assessments
- 3) Several academic programs appealed the committee for clarification of GS expectations and their implications for program curricula, including Nursing and Biology.
- 4) In consultation with the Provost, a subcommittee was charged with drafting a transfer policy for General Studies in line with the new state guidelines for transfer credits. The following policy was approved by the committee:

In the event that the Registrar's office sees no clear alignment between a transferred course and an FSU approved General Studies course, acceptance or denial of that course for General Studies credit shall be determined by the appropriate dean or chair using the 70% criterion as stated in West Virginia statutory code. That is, if 70% of the course learning objectives are similarly aligned to the General Studies sub-attribute outcomes, the course will be accepted as meeting that sub-attribute. If a student wishes to appeal a decision about General Studies transfer credit, the Admissions and Credit Committee shall review the case and render judgment, in consultation with the appropriate dean and faculty.

- 5) By far the largest item on the committee's agenda for the year has been the review and revision of the outcomes language used by GS sub-attributes for simplicity and clarity. So far, the committee has approved revisions to the following sub-attributes:

1B: Quantitative Literacy

7A: Fine Arts

The following have been reviewed and approved without revisions:

1C: Written Communications,

1G: Oral Communications

3: Citizenship

4: Ethics

The following are currently under active review, with changes expected:

1F: Technology Literacy

5: Health and Well-Being

7D: Natural Sciences

When all revisions are complete, the committee will forward the simplified outcomes language to the Senate.

6) The committee approved the following new course applications for inclusion in the 2015-2016 catalog:

- Added to Attribute 4: Ethics- SOCY 2205: Introduction to Race, Class, and Gender
- Added to Attribute 6: Interdisciplinary- FREN 3310: Advanced Topics in French
- Added to Attribute 7A: Fine Arts- MUSI 1118: Exploring Music in America and MUSI 1119: Exploring Music in World Cultures
- Added to Attribute 7B: Humanities- FREN 3326: Media Studies in French
- Added to Attribute 7C: Social Sciences- BSBA 2200: Economics
- Added to Attribute 7D: Natural Sciences- SCIE 1130: The Science of Disasters and BIOL 1180: Anatomy and Physiology
- Added to Attribute 8: Cultural Awareness- FREN 2202: Intermediate French II and FREN 4420: Francophone Cultures of the Americas

# Curriculum Committee Report

**FSU CURRICULUM COMMITTEE REPORT—REV. NO. 1—MAY 1, 2015**

*Academic Year 2014-2015*

**Meeting Frequency:** The FSU Curriculum Committee held seven (7) meetings during the 2014-2015 academic year. Normally this committee meets monthly. We also reviewed and passed three (3) proposals via campus email discussions from April 1, 2015 to April 13, 2015 to expedite to Faculty Senate for the Senate April 2015 meeting.

**Accomplishments:** A total of thirty (30) curriculum proposals were reviewed and ultimately passed by the Curriculum Committee during the academic year. The details are summarized as follows:

Proposal Number	Submission Date	Department	Topic	Curriculum: 1st Reading	Curriculum: 2nd Reading
14-15-01	7-25-2014	School of Education, Health & Human Performance	Community Health Education Course Alignment	9-23-2014	9-23-2014
14-15-02	8-25-2015	School of Education, Health & Human Performance	Outdoor Recreation Leadership Minor	9-23-2014	10-28-2014
14-15-03	8-18-2014	School of Nursing	ASN	9-23-2014	10-28-2014
14-15-04	9-3-2014	School of Fine Arts	Department of Music Courses	10-28-2014	10-28-2014
14-15-05	9-9-2014	College of Liberal Arts - Department of Language and Literature	Journalism Internship	10-28-2014	10-28-2014
14-15-06	10-10-2014	School of Nursing	LPN to ASN Changes	10-28-2014	10-28-2014
14-15-07	9-24-2014	College of Science & Technology/Biology, Chemistry & Geoscience	Creation of Science Course	10-28-2014	10-28-2014
14-15-08	10-6-2014	College of Liberal Arts - Department of Behavioral Sciences/Psychology	Psychology Course wording & numbering	10-28-2014	10-28-2014
14-15-09	10-14-2014	College of Liberal Arts - Department of Language and Literature	French Minor Revision	11-18-2014	11-18-2014
14-15-10	9-10-2014	College of Liberal Arts - Department of Language and Literature	Special Topics Options for Italian Courses	11-18-2014	11-18-2014
14-15-11	11-3-2014	College of Liberal Arts - Department of Social Sciences	Writing Intensive Course HIST 2250	11-18-2014	11-18-2014
14-15-12	11-4-2014	College of Liberal Arts - Department of Social Sciences-Criminal Justice	Changes in Criminal Justice Program	11-18-2014	1-27-2015
14-15-13	11-10-2014	School of Business	Macroeconomics	1-27-2015	1-27-2015
14-15-14	11-10-2014	School of Business	Microeconomics	1-27-2015	1-27-2015
14-15-15	11-10-2015	School of Business	Managerial Economics	1-27-2015	1-27-2015

14-15-16	11-10-2014	School of Business	Minor Elimination	1-27-2015	1-27-2015
14-15-17	11-12-2014	College of Liberal Arts - Department of Social Sciences	PHIL 2200 Course Descriptions	1-27-2015	1-27-2015
14-15-18	11-13-2014	College of Liberal Arts - Department of Social Sciences	PHIL 2250 Course Descriptions	1-27-2015	1-27-2014
14-15-19	1-21-2015	School of Education, Health & Human Performance	Exercise Science	1-27-2015	2-24-2015
14-15-20	1-21-2015	College of Science & Technology/Math	Math Support Program	2-24-2015	2-24-2015
14-15-21	10-7-2014	College of Science & Technology/Biology	BIOL 2205 Technical Microbiology	2-24-2015	3-24-2015
14-15-22	12-5-2014	College of Science & Technology/Biology	BIOL 1180 & 1181	2-24-2015	2-24-2015
14-15-23	2-5-2015	School of Business	Sport Management Elimination	3-24-2015	3-24-2015
14-15-24	2-5-2015	School of Business	Managerial Concentration Elimination	3-24-2015	3-24-2015
14-15-25	2-5-2015	School of Business	Minor in Business	3-24-2015	3-24-2015
14-15-26	12-3-2014	College of Science & Technology, Forensic Science Program	Forensic Science Changes	4-1-2015	4-7-2015
14-15-27	2-5-2015	School of Education, Health & Human Performance	Undergraduate Special Education	3-24-2015	3-24-2015
14-15-28	2-5-2015	College of Liberal Arts - Department of Language and Literature	ENGL 3388 Course Description	4-9-2015	4-13-2015
14-15-29	3-2-2015	College of Science & Technology/Math	MATH 2216 Removal	4-9-2015	4-13-2015
14-15-30	3-23-2015	College of Liberal Arts- Department of Behavioral Sciences	Elimination of Geography Minor	4-28-2015	4-28-2015

**Next Scheduled Meeting:** 12:30pm, Tuesday, September 22, 2015 for the first meeting of the 2015-2016 year.

Respectfully submitted,

Valarie A. Huffman, Curriculum Committee  
Chair

# Faculty Development Committee Report

**Faculty Development Committee End of the Year Report  
May 11, 2015**

**Members:**

Denise Lindstrom – Chair

Suzanne Heagy

Alexis Hicks

Mohamad A. Khalil

Adam Podlaskowski

Aimee Richards

Amy Sidwell

Phillip Yeager

Mark Wolfe

Brian Blackwood

**Activity:**

- The Faculty Development committee met 5 times over the course of the year.
- Original Award Descriptions for Boram and Straight were read and webpages revised to reflect the original intent of the awards.
- Teaching Observations were conducted for 7 award applicants.
- Webpages were updated to reflect recent award winners.
- Plans were made to make selection process more transparent.
- A time line for the Faculty Development Committee was created and made public on the Website for future committee reference.
- Faculty Achievement celebration planed and pulled off without a hitch!

# Legislative Advocacy Committee Report

# 2014-15 Annual Report

## Legislative Advocacy Committee

During the 2014-15 academic year, several committee members had several meetings with President Rose to determine the important issues for this year's legislative session and to keep each other informed as to what was transpiring in the Legislature. The main legislative issues were to stop or reduce the proposed 1.4% cut in Higher Education funding, to reduce the number of reports higher education institutions have to file with the Higher Education Policy Commission (HEPC), and to not institute outcomes-based funding for Higher Education until new money is available. The committee met several times to formulate the talking points for these legislative issues and to prepare for the trip to the legislature to meet with several of the Senators and Delegates on the House and Senate Education Committees and the House and Senate Finance Committees.

Two members of the Legislative Advocacy Committee traveled to Charleston in early February. This involved spending two days meeting with legislators about FSU's important issues. We continue to depend upon the FSU faculty at large to make phone calls, and/or write letters when such action is deemed necessary. Several members attended PEIA events to protest decreases in coverage. Members continue to attend local legislative events in support of FSU's interests.

Respectfully submitted,

Harry Baxter

Chair, Legislative Advocacy Committee

# Personnel Committee Report

## **PERSONNEL COMMITTEE : Senate Report for Academic Year 2014-2015**

**Members:** Sharon Hiltz (Chair), Denice Kirchoff, John O'Connor, Joe Riesen, Chuck Shields

**Committee Business:** The Personnel Committee met a number of times during the spring of 2015. All members either were present for each of the meetings, or, if an absence was necessary, had conveyed their views to the rest of the group beforehand. Our charge was as follows:

- \*to review nine applications for sabbatical;
- \*to review eight applications for tenure and promotion to Associate Professor;
- \*to review three applications for promotion to Professor;
- \*to review six applications for Faculty Emeritus status.

We unanimously approved each application and forwarded our recommendations to Provost Christina Lavorata.