

# Fairmont State University Faculty Senate

## Meeting Minutes

January 14, 2020

**Members Present:** Matt Hokom (President), Donna Long (Vice-President), Jason Noland (Secretary), Tom Cuchta (Webmaster), Todd Clark (Exec. Committee At-Large), Harry Baxter (ACF, Exec. Committee At-Large), Denice Kirchoff (Nursing), Janet Floyd (Business), Joe Kremer (Proxy for Jim Davis, Business), Jennifer Satterfield (Nursing), Dan Eichenbaum (Performing Arts), Molly Barra (Library), Nina Slota (Behavioral Sciences), Steven Roof (Academic Affairs), Tim Oxley (Academic Affairs), Annalisa Hall (SGA), Musat Crihalmeanu (Sci-Tech), Stephen Rice (Natural Sciences), Charles Shields (Proxy for Diana Noone, Social Science), Nathan Myers (Lang & Lit), Paul Reneau (HHP), Mark Flood (Natural Sciences).

**Guests:** Carol Tannous (SoEHHP), Gina Fantasia (Business, Parliamentarian), Jon Dodds (IT), Laura Clayton (Nursing), Phil Mallow, Susan Ross (Academic Affairs), Deb Hemler (Sci-Tech), Rachel Cook (Sci-Tech), Merri Incitti (AVP-IESO), Zac Fancher.

### Meeting called to order at 3:00pm in 303 ED

#### I. Minutes

--Reading and Approval of Minutes of December 10, 2019 meeting

- Senator “Prezioso” is the only senator, others are delegates.

**Motion to approve Reneau/Long. Passed.**

#### II. Announcements/Information/Discussion

--Reminder to notify Senate President of substitute representatives

I’ll make this my last reminder, just remind you to notify me if you are serving as a proxy for someone else. I think people are getting in the habit, and that’s good, thanks.

--Senate Parliamentarian

Introduced Professor Fantasia who agreed to be Parliamentarian. She has already helped with some things.

--Update on meeting with the BoG executive committee

Senate Exec Committee will meet with BoG Exec Committee on Thursday, awaiting final confirmation. We will update you on what unfolds there, if anything.

--President Martin

Not Present

--Provost Harvey

The President is in Charleston, as she will be a lot for the next 60 days. She said she did the opening session last week, so no updates.

I echo that in my report, not enough days have transpired to have much of an update. That being said, I want to address the Academic Honesty Policy. In my Provost's update, I indicated that is on hold pending BoG approval. Senate approved it in Spring 2018. It was never fully implemented because I was waiting on the next version of the Faculty Handbook. I assumed it would happen last year. The revision still continues. I assume it will come out in the Spring. Go back to Sam's note that he sent, the language in the first sentence is what set off the red flags. It was something like "FSU announces this new policy." We cannot have a policy that is not approved by BoG, of course. The [Academic Honest Policy] has not been approved [by the BoG]. Why is that? I never intended to take it to the BoG. I believe that is an Academic Affairs [procedure], like those that appear in the handbook that never went to the BoG. Maybe we are arguing nomenclature. Is it a policy, process, procedure, protocol. If we call it a policy, as Sam did, it must be Board approved. So, the update is, I am going to take it to the BoG. We will get their blessing and move forward. Going forward I would caution folks against the use of the word "policy". We are going to have to find some happy medium between what is a Board approved policy, and what is a class policy controlled by the instructor. The President and Jacqui are both in Charleston so that discussion has not happened.

Comment: I would add that I discovered when I looked, the BoG has a Policy on Policies. It is pretty straightforward. If you are curious you can go to the website and read it. It spells out a lot.

--BOG representative, Prof. Sapp  
Absent

--ACF representative, Prof. Baxter

I hope all of you enjoyed the Holidays and are refreshed for a new semester. ACF at this point is focusing on the Legislature. House Bill 2519 Campus Self Defense Act has been introduced. So, we are going to have to go through this stuff again to stop this from getting through. So, I will give continuing updates as time goes on.

SB 127 is introduced every year. Authorizing Governing Board of Higher Ed Institutions to eliminate tenure for its faculty. This is introduced every year. One of these years it will get some traction.

There is HB 2059 expanding the amount of Promise Scholarship Funds awarded to persons majoring in Science, Tech, Engineering, and Math.

Another that freezes PEIA premiums for 3 years (not sure the number).

There are a number of bills (300-400) already out. You can go to the WV Legislature site and go to "Tracking bills" or "Bill Status", go up and see the whole list of senate and house bills.

Senate are first, House are the others. You may want to take a look if you have half an hour or so.

--Student Government

We are ready to start a new semester, and hopefully make it a big, successful semester.

### **III. Unfinished Business**

--Curriculum Proposal 19-20-03 (SOAR 1100), second reading

#### **Motion to consider (Baxter/Floyd)**

Comments: My understanding is that the SOE is going to be overseeing the course, and Amanda did you work toward something in writing for us?

Response: (Amanda) I do not have anything in writing, but I can tell you other things that are factual and in writing in other ways. Yes, it will be housed in SoE because the director/coordinator is Carol Tannous, which has officially been declared so much that the Provost has put in a stipend for her compensation that has gone through payroll. The stipends for instructors via flat rate will be coming out of our school to disseminate since it is housed here.

Question: So, several questions to answer or take into consideration: Same question [as] last time about lab assignments and what would happen, what constitutes an overload relative to teaching a lab. At our last Senate Executive Committee meeting Harry mentioned that their accreditation would not allow them to have an overload, I wonder how many colleges are in that situation where they wouldn't be allowed [to take it on]. My concern is that if the faculty load falls on 1-2 departments because [other departments] can't or won't teach it in terms of long term staffing [that it will eventually fail]. Susan, at the last meeting, raised the question of HLC or HEPC rules on consistent overloads on faculty that might be an issue. That, too, becomes a question of staffing. I know Denice mentioned the [question of if the] BSN [students] would need to take it? The suggestion was that Nursing could create their own. Most schools/colleges are running pretty trim in terms of faculty numbers, so expecting Nursing to teach SOAR instead of nursing, etc. [is not feasible]. Over the last couple months I have heard these comments made about SOAR "Faculty should teach it for free for service," "If college level areas create their own, full-time-faculty can teach it while adjuncts can teach major courses." When I suggested that full-time-faculty holding PhDs should teach courses in their areas instead of adjuncts, I was told that adjuncts can teach SOAR. Another faculty member who has taught SOAR said that to her the standalone 1 hour course was "difficult to manage and it was hard to get to know the students

only seeing them for one hour"... These are some of the comments I have heard that suggest to me that people don't know how this will work.

Carol: I think these will all get covered as we continue to the next step. We covered 30 sections with volunteers this year. It is a combination of faculty and staff as long as people have their Masters. Staffing it has not been a problem. The feedback on SOAR has been phenomenal this semester. The reports from students, we got 300 comments, only one had constructive comments. The rest were that we got to know our instructor, became more comfortable on campus, etc. There are a couple people in this room that taught it and may want to speak to it as well. The idea of what First Year Seminar could be is enormous. It could be a 3 credit, it could be a discipline specific. Right now what we are doing is a 1 credit extended orientation course, and we need it. We have a 33% graduation rate. [The course] can be developed more if people want it.

Comment: I want to bring up the issue I spoke about last time. The BSN. The need for them to have this course when they are already working and already have a degree. Also, in the Associates Degree that we are mandated at 60 hours, it may impact our accreditation if we are mandated to implement this one hour course.

Amanda: I don't think anyone wants to go against accreditation standards. Just like nursing, Education understands the plight of that. I think it all gets fleshed out like any other proposals do. If there are accreditation standards, there are ways to work through that. I think you mentioned that components of SOAR are already in your courses.

Comment: Yes, we do extended orientation for non-credit. Our BSN students have 60 hours, so they have been here and they understand.

Comment: I think there are two considerations here. 1) the actual SOAR proposal, 2) that this is part of the Core Curriculum proposal and how it will work or not work into that. It sounds like you need an exemption of some sort.

Carol: Unless I am wrong, Common Core is part of the Associates degree? There is a Common Core for the associates. I think this can all be discussed and worked out, like it was in Business and Honors. We are looking for wiggle room as it is a critical initiative.

Comment: I have taught First Year Experience at other institutions where students that came in with 30+ hours got exempted from a FYE.

Comment: I am not on the Core Curriculum committee, but Jim has been talking to various people about it over the last 48 hours, and exemptions have been brought up.

Susan: Jim and I discussed if we can pass the Core Curriculum that we will look at programs to see where exemptions are needed. Passing Core Curriculum with the concerns of the exemptions, the question is are Associates Degrees required to take it, what groups will it impact on campus, we need to look at other institutions and see what exemptions there may be. Then, define what is best for us and our situation.

Comment: And if we do approve the Core Curriculum, I have to notify our accrediting body, and that includes the SOAR.

Comment: Right now, our discussion is the 19-20-03 SOAR 1100 proposal.

Question: Last meeting we discussed the need for a policy, or protocol, outlining who can teach it, what the current pay is, and some acknowledgement of the lab issue particularly with STEM. It would be really useful to have a document [that outlines these things]. The folks in my department are concerned that there is not a written protocol to support this proposal that is up for vote.

Amanda: There is nothing in writing in terms of those specific things. There are no other courses or curriculums put forth that requests a protocol [specifically for them]. So, to request this to be that way is not something [that has precedent], and that is not coming for me.

Question: Where this comes into play is if other colleges are wanting to make their own thing. The question some faculty asked me includes what the overall strategy is -- The Core SOAR led by education, or is every college going to go off and do their own thing?

Amanda: I think this falls under the category of curriculum proposals in general. You put forth what the need is at that time, then later on put forth more if changes are needed.

Comment: I recognize that, but some document of where we are now [would be helpful].

Amanda: Why do we need that when we all know where we are now?

Comment: Well we don't all know where we are. Some don't attend meetings. It would put a lot of those questions to rest.

Comment: I think part of the thing is that it's new, we don't have anything like it. I think because it's a new thing people want extra guidance, and something solid. It's not just a curriculum proposal [impacting one area] it's a university-wide thing.

Amanda: The things with the labs are not going to be impacted, those protocols are currently in place and this will operate in that structure.

Carol: The flat rate is \$867. The original numbers were said to be low, so I called over to ask the adjunct rates. Most universities do a flat rate. \$867 is what we agreed upon for the Budget. We are in a tiny percentage of universities that don't have a FYS. I think this is new, but we need to learn to move our stake and move it faster because we are losing students. We don't need a lot of faculty, there are a lot [of staff] in student services that could teach it well and could teach new sections, there are ways to teach around it. There are so many things that we could work out, or we can do it like it is until we want to make changes. I worked with Business, I talked with Amanda [Tuscan] about their OnBoarding course, many of the assignments are incorporated in both. There are ways for us to do it, and the questions should be out there and we will take them up one at a time.

Amanda: Let's not forget our retention rate is abysmal, and this is one way through research that is shown to improve retention.

Carol: We are willing to work on this, I have been working on this since 2006, we will continue to work on it. However, we need to continue [offering the SOAR], in order to do what is right for students.

Comment: My son's plan was to come to FSU for a few years, then transfer to WVU [but he chose to stay]. I think that part of that is the connections he made in his SOAR class. He also

learned a lot about himself in that class, time management, locus of control, I am highly supportive of it.

Comment: I think the benefits outweigh any protocol concerns. We need to look at how successful it is. I have taught 5 sections, the connections that are made are huge. I have two students that if it was not for SOAR, they would not be here. We need to look at benefits outweighing concerns

Comment: When I took SOAR last year, it helped me as I was homesick and it made me make friends. Now we try to get at least one class together. If it wasn't for SOAR, I would probably not be here because I was homesick and depressed.

**Motion to approve for second reading 19-20-03 Reneau/Baxter. Passed.**

--Core curriculum, second reading

First little thing we have to deal with is that the curriculum we proposed last time has been changed. One course was inadvertently left off. It was mentioned in email and I sent out the revised versions. It was a single course, clerical error on fitness and wellbeing. I think in order to do things by the book, someone needs to make an amendment to accept the revised version.

Question: The motion is for first reading or second?

**Motion to advance the revised versions to second reading Reneau/Clark. Passed.**

Jim: Now that this has been in this body's possession for a month, the only concern that has been raised has been raised by Nursing. Denice's comment to me was "What do we do with the BSN program" because they are four-year students who already got their 2 year degree. This raises all kinds of questions about transfer students, students that have been away for a while and come back, etc. I think there is a bigger question at stake. What this body needs to decide is how we might want to proceed with considering exceptions to that freshman seminar requirement. We are really just talking about that part of the Core. I have tried to do some looking at other schools and what the state mandates us to do. Susan and I have discussed this some, and her suggestion, and I think it is a good one, is that we can devise an exception policy that articulates what specifically would define for us what that means. The General Studies committee meets on Thursday. I have already put this on the agenda with the thought you will charge us with creating this policy. I don't think it needs to hold up the Core, as long as it gets done in the same time to be included in the catalog.

Question What does the Nursing program think about that?

Comment: I like that. I'm not against FYE courses. It is just not practical for our students.

Comment: The question of who might be exempt has been a discussion since the beginning years ago.

Comment: You are right, there are definitely exceptions to the rule and ones we should consider.

Question: The Freshman seminar would be most helpful for a first-year student, even if a student would be here for a year, then leave for a year or two. I would say the SOAR would not be necessary in that case. Especially if you get an Associates degree. For a student to have to take it the first semester of year 3 or 4 it would be useless at that point. So, yes.

Comment: I have probably 10 students in my Written English 1 who are new to FSU this semester. We don't run SOAR in the spring, so presumably we would ask them to take it in the fall?

Response: It is not [currently] a required course.

Comment: We will be offering it in Spring and Fall [going forward], it is not now because it is still a Special Topics course [that could only be offered 3 times before going through the Curriculum Proposal Process].

Comment: So, Jim, your suggestion is that we move the recently amended Core forward and after that charge the GS committee with formulating a protocol that defines exceptions.

**Motion to approve course menu A be approved for second reading (Reneau/Baxter).**

Comment: Let me just say in response to Jim, not meant personally, I don't think it is correct that the only concern was from Nursing. The minutes from the last meeting raised several concerns on both of these curriculums.

Question: Can you be specific?

Response: In regard to RECR [and its place in the Citizenship category]. When I look in the catalog description, nothing is mentioned about citizenship. Those concerns are continued on behalf of my constituents.

**Motion Passes. (Menu A moves forward)**

Comment: I am worried in a rare worst-case scenario that if GS and Senate do not get an exception policy in place [the whole Core Curriculum would have to start from the beginning].

**Motion to advance option B as a viable alternative if there is not exception policy passed. (Eichenbaum/Long)**

Question: Would this be more appropriate if a policy does not come to fruition?

Response [Parliamentarian]: I don't think it's a parliamentary issue. What I glean is that you had two proposals for Core Curriculum, you have now passed 1 that has FS saying we are advancing this. I don't know how you can have two Core Curriculums hanging out there, but I do understand the concern.

**I amend my motion to table option B as a backup option in case GS and FS can't come to an agreement on the exception/rule policy/procedure and to maintain its first reading status. (Eichenbaum/Long). Motion Passed.**

**Motion to charge the General Studies Committee with developing a draft policy/procedure for exceptions (Clark/Long). Motion Carries.**

**IV. New Business**

--Vice-President Incitti on End of Course Survey Questions

Part 1: I promised when I got here that when we got up and running we would put the questions out for tweaking. So I thought I'd start here. Matt sent you the questions you used for 10 years with IDEA. I would like the faculty's help to tweak these and bring them up to what we are doing on campus and start looking forward. A lot of complaints I have heard are that they don't jive with online courses. I agree. So let's tweak them. I will take any and all edits that faculty and administration will send me through February 14. Then we will send them back out. I need to have them in the system on March 1 so we can have them [live for students] in a more timely manner.

Part 2: Now is the time for us to build our library, by program, of any additional questions you as faculty would like to ask students. I will not change the main questions, once approved, but I will build a library of discipline specific questions. I would ask you CC chair or Dean so everyone is on the same page.

Question: Is it the same timeline for both?

Response: I need the library ones by the end of February, so you can have a few extra days on that one. But I do want to start by tweaking the original because that was a promise I made when I got here. With all of the glitches, we had an exceptional [completion] rate of 92.1%. All of the glitches we have now fixed or found a workaround for, so we hope to make the experience much better for you and the students. Thank you for your patience. I was very impressed with the launch of this.

Clarifying Question: So, you would like us as senators to go back to our units to tell the faculty, and have them email you, CC'ing the chair or Dean as to their comments?

Comment: Yes, as always, my door is always open, we can work out how to change a question, or figure out how to word what you are trying to portray.

--Request for an update on Parking Policy

Jacqui is not here so I'm not sure there is anyone who can speak to it as of now, so maybe next time. A lot is in process it seems like. So, we will just keep asking and once they come up with something we will get our answer.

**V. Open Forum**

Molly: Falcon Closet, I have some items so if you have referrals send them my way. You can continue to donate at the circulation desk. You may also be receiving an email about your favorite book choice for a Faculty pick.

Question: Is there a shortage of particular items?

Response: I'm looking for outerwear right now. But if you have anything that is lightly used that a college student might be comfortable in is fine. I have jeans, tank tops, hats, gloves, shoes. Coats would be great. If it doesn't fit the Falcon closet I will give it to another organization in Fairmont who give to the needy.

Paul: I used my advanced technology skills to look up synonyms for policy: action, administration, approach...

Harry: A few other bills to note: HB 2177 Relating to drug testing of legislators, HB 2596 Providing for a special "don't tread on me" license plate.

**Motion to adjourn. Seconded.**

Comment: I want to say one thing before we leave, I want to thank these two for their tireless work since 1876 to get this [SOAR] passed (Jim & Carol).

**Next Meeting\*: February 11, 2020, 3:00 - 5:00 p.m. 303 ED**

\*If you have items for the agenda please send your request to the Faculty Senate President by Tuesday morning Feb. 4, 2020 for consideration by the Executive Committee.