

Fairmont State University Faculty Senate Meeting  
April 14, 2015

Attendance: Robin Payne (Soc. Sci.), Chris Kast (Beh. Sci), Budd Sapp (SoE/HHP), Charles Shields (Soc. Sci.), Carolyn Crispin-Tacy (SOE-HHP), Robert Niichel (CSMP), Bob Mild (BOG), Denice Kirchoff (Nursing), Leia Bobo (Nursing), Joe Kremer (Business), Connie Edwards (Academic Affairs), Steven Roof (BCG), Jennifer Yerdon-LeJeune (SoFA), Jessica Alsup (HHP), Matt Hokom (L&L), John McLaughlin (Soc. Sci.), Jason Bolyard (Tech.), Anne Patterson (SoFA), Gwen Jones (SoE), Galen Hansen (CSMP), Deb Hemler (BCG)

Guests: Maria Rose, Chris Lavorata, Cindy Curry, John Lympany, Jack Kirby, Van Dempsey, Kaitlyn Davis (SGA), Connor Haberland (SGA), Tony Morris, Craig White, Tim Oxley

I. Senate President Shields called the meeting to order

II. The minutes from the March 10, 2015 meeting were approved.

III. Announcements/Information/Discussion

A. President Rose

1. The state legislative session is over — the legislature passed 14 bills with an impact on higher education in the state, including:
  - a) Schools must have resources available for suicide prevention.
  - b) State entities can no longer charge for duplication of articles requested under Freedom of Information Act. Requests must now be run through the office of the Secretary of State.
  - c) Changes to the Underwood-Smith loan program and the nursing scholarship program will benefit FSU students.
  - d) Homeschool students are now eligible for the Promise Scholarship. They must meet the same guidelines as all other students.
  - e) Campus police are now allowed to apply for grants. They also must reimburse the entity paying for training if they quit within two years of completing training.
  - f) The college course transfer bill will ease transferability of credits among all state institutions. Provost Lavorata was involved with the committee.
  - g) The BOG training deadlines were changed according to the calendar year.
  - h) There was a compromise bill regarding procurement. Before schools had to adhere to the prevailing wage, which was very costly. There was legislation posed to completely eliminate this, but unions blocked this. According to the compromise reached, all state projects under \$500,000 do not have to comply with the prevailing wage bill, which will save the institution money. The university will likely be able to replace heating and AC in the Education Building and in Colebank with the resultant savings.
  - i) SB 439 — a higher education personnel bill, which replaced parts of SB 330 and has to do with compensation for classified staff only — does not impact FSU because we use CUPA data to determine salary.
  - j) All told there were many broad sweeping changes. All bills are available on-line.
2. FSU lost \$174,000 from state appropriations, which was not as bad as originally forecast.
3. The groundbreaking ceremony for University Terrace is scheduled for Thursday, April 16 at 11:30 a.m.

B. Vice-President Dempsey

1. The Critical Friends are meeting through April/May to move to the “next step” items shared at last meeting
    - (1) Next steps include trying to help academic leadership to extract data from existing reports for new reports, to upload archived reports to complement annual assessment reports, and to help with the rolling process (moving previous years to new year).
  2. There are two planning committees regarding Development of Seminar to support students in their first year and a Student Life Passport.
  3. 38 people attended Appreciative Advising workshop with Jennifer Bloom. The workshop received tremendously positive feedback. The university is working with academic advisors for moving towards implementation of the Appreciative Advising model.
  4. Paul Reneau sent out an End-of-the-Semester survey. Some faculty had not yet received this.
  5. There was additional discussion regarding the prospect of updating the strategic plan. The existing strategic plan was implemented in 2010. There are on-going discussions about developing a team to revise the plan with a new focus on assessment of learning, assessment of services, and enrollment/retention. Faculty will have opportunities to provide input.
- C. BOG Report (Bob Mild)
1. Dr. Mild noted that the University Terrace groundbreaking ceremony celebrates the culmination of three years of work.
  2. The BOG does not make policy, but focuses on the financial future of the university.
  3. The auditor’s report shows that we are still financially sound.
  4. BOG actions are driven by RIO (return on investment), which involves careful planning about new buildings as well as improvements to current infrastructure.
  5. The WV Report Card is available via the HEPC website. It includes all statistical data regarding universities in West Virginia.
  6. Nominations for the upcoming BOG representative election will be solicited electronically.
- D. ACF
1. The Senate is still in need of an ACF representative. Elections are forthcoming. Harry Baxter has been nominated.
- E. Student Government
1. The new representatives — Connor Haberland and Kaitlynn Davis — were introduced.
  2. Haberland and Davis raised concerns regarding the campus bookstore in relationship to negative comments about high prices that were overheard during a student-led orientation tour. In response to the incident, SGA put together a comparative study of prices. Handouts with their findings were circulated — findings indicated that CHEGG, an online search engine, is significantly cheaper than the campus bookstore for textbooks and that other stores (such as Walmart) also typically have more affordable prices. SGA is concerned about the growing burden of cost on students. They are also concerned about the implications of the complaint regarding the responsibilities and obligations of student tour guides. The general consensus during discussion was that the policy is that student tour guides should not volunteer such information, but if directly asked they should answer honestly.
  3. There was much discussion regarding the steps faculty can take to help alleviate the cost of books (such as providing ISBN numbers on syllabi) and regarding the status of the university’s current contract with Follett. Follett currently pays rent and also builds in incentives, such as scholarships for students to purchase books. Faculty

- are urged to update textbook selections on time as well so that the bookstore has time to locate used copies. Other policies, such as the three-year adoption plan, are also designed to alleviate cost. Textbook rentals are also an option, though the requirement of a credit card is prohibitive for some students. Other issues included the growing difficulties of getting extra desk copies for faculty to put on reserve at the library.
4. There was additional discussion about whether or not there should be a university store, rather than a contracted bookstore, and whether to form a committee to look into this further.
  5. SGA was encouraged to keep this issue in the forefront and to revisit it later.
- F. Dr. Lympany -- VP for Finance and Fiscal Affairs Search
1. Dr. Lympany circulated the timeline and job description for the search, which is currently underway. He asked to meet with the Senate to get guidance and to share relevant information.
  2. President Rose added that during Rick Porto's tenure, the duties assigned to the CFO had changed, with more areas reporting to the CFO than had done so before. The search has given the administration an opportunity to re-consider those duties and significant changes will be implemented — ie Housing will now report to Student Affairs, the Physical Plant will report directly to the president's cabinet, HR will no longer report to the CFO because of concerns regarding the confidentiality of personnel, and Campus Security will report to Facilities.
  3. The main goal is to hire a CFO who will improve finances and make appropriate decisions for the university.
  4. The search should be completed by July 1, 2015 so that the new CFO can work alongside of Rick Porto until his retirement in January 2016. Porto will focus on implementation of the OASIS system as well as the bonding for the new housing facility.
  5. There were questions regarding the narrow window of time for on-campus interviews and open forums for faculty. The Deans Council suggested that the best time would be finals week, since most faculty will no longer be on campus the week after. There was general consensus that this was preferable as well as discussion regarding the possibility of digital alternatives to an on-campus open forum.
  6. Faculty stressed the need for a CFO who understands the particulars of finance as related to higher education as well as for an individual who can effectively communicate information about complex budgetary issues.
- G. Provost Lavorata — IDEA Evaluation Report
1. Provost Lavorata gave a reminder that the Faculty Recognition Luncheon will be held at noon on April 29 in the Falcon Center. The recipients of awards from the Faculty Development Committee will be honored.
  2. In follow-up to questions raised about the IDEA evaluations and how the data is used, Provost Lavorata reported that the university is required by the state to evaluate faculty yearly, which is why faculty are required to upload evaluations into TaskStream. Deans meet with faculty on an annual basis to discuss any potential issues.
  3. Closer investigation of the IDEA short form currently used has shown that they are not providing the kind of information necessary. IDEA has sent us the long form for evaluation and the Deans think it might be better.
  4. There are lingering concerns, however, with student response rates.
  5. IDEA is moving away from paper altogether within three years with the eventual goal to utilize mobile devices.

6. There are other vendors to choose from for evaluation purposes. During the Fall 2016 semester, FSU will try the long form for IDEA but also solicit information from other vendors.
7. Academic Affairs will also consider how the Annual Faculty Report is set up in TaskStream.

#### H. Nominating Committee Appointments

1. The Senate must form a Nominating Committee to identify candidates to serve as officers of the Senate and on the Executive Committee.
2. The Senate must elect a Vice President, Secretary, Webmaster, and three “at-large” members of the Executive Committee.
3. The following people have been asked to serve on the committee: Charley Hively, Beverly Michael, Jessica Brown, John McLaughlin, and Anne Patterson.

#### I. Unit Election for Senators

1. Senators are asked to check with their individual units regarding which terms are up for election and to hold elections if necessary.

#### J. Ushers for Commencement

1. Chuck Shields has been asked to serve as the Chief Usher for commencement. He will be asking people to volunteer as ushers. There is a need for more ushers than in the past because of the changes to seating in the Feaster Center.

### IV. Unfinished Business.

- A. There was no unfinished business.

### V. New Business

#### A. Major Business — Curriculum Proposals

1. The following curriculum proposals were presented for first reading — 14-15-21, 14-15-23 Rev 1, 14-15-24 Rev 1, 14-15-25 Rev 1, 14-15-26 Rev 1, 14-15-27 Rev 2, 14-15-28, 14-15-29 Rev 1
2. The Senate voted to consider the proposals as a group. They were all approved for first reading.
3. There was additional discussion regarding 14-15-27 (Undergraduate Special Education for K-12 certification) and the process for approval. Education curriculum proposals all go through the State Department, the Board of Education, and HEPC. It is important to have approval from the Curriculum Committee and the Faculty Senate to demonstrate institutional support prior to the HEPC review at the end of May.
4. The Senate voted to waive the waiting period for all of the proposals.
5. The Senate voted to approval all proposals for second reading.

#### B. Major Business — Fall Break Proposal from Faculty Welfare Committee

- a) Senators were previously asked to solicit opinions from individual units regarding Fall Break. The Faculty Welfare Committee has also pursued the issue.
- b) Most units, with some exceptions, did not want to see days taken from Thanksgiving Break in order to create a Fall Break earlier in the semester.
- c) The Faculty Welfare Committee has suggested shortening Faculty Development Week at the beginning of the fall semester and moving up the first day of class in order to create space for a long-weekend break in October.
- d) There was a motion to make a formal recommendation to Provost Lavorata. A written proposal will be presented at the next Senate meeting.
- e) The proposed change could be implemented as early as Fall 2016, but would require checking on financial aid policies and other administrative issues to ensure students wouldn't be adversely affected.
- f) Further discussion was tabled until the next meeting.

C. Minor Business — Mental Health First Aid Proposal Program

1. Dr. Craig White reported on a program (first implemented in Australia) regarding faculty training to help students with mental health issues.
2. The training would give faculty an enhanced perspective on the issues students may be dealing with and help them make appropriate referrals.
3. There is a request to conduct a pilot project, possibly during Faculty Development Week, for training at cost (a \$20 fee for a training manual would be the only cost). Participants would complete an 8-hour training workshop and receive a certificate.
4. The Faculty Welfare Committee would like an endorsement of support from the Faculty Senate.
5. President Rose noted that the administration would need more information on issues related to confidentiality and liability. Cindy Curry stressed the importance of liability in light of HR concerns.
6. Dr. White said he would investigate the issues mentioned above.
7. A motion to endorse the program was revised as a motion to endorse exploration of the Mental Health First Aid Program.

VI. Open Forum

- A. There was follow-up discussion regarding the smoking policy, which is not on the BOG agenda until May. The 30-day comment period was not over when the Finance and Facilities committee of the BOG last met. Comments from Fine Arts were circulated regarding concern over the language used on the survey.
- B. Senate President Shields explained for those who were new to the Senate that it is important to take considerable time, when necessary, on announcements because the Senate provides the time and space for open and frank discussion. Faculty should feel able to air concerns, ask questions, and seek information.

VII. Meeting Adjourned