

Faculty Senate
November 8, 2016

Attendance: Robin Payne (Soc. Sci.), Harry Baxter (ACF), William Harrison (Soc. Sci.), Tony Gilberti (Tech), Deb Hemler (BCG), Mark Flood (BCG), Fran Young (Nursing), Veronica Gallo (Nursing), Daphne Ryan (SGA), Bob Mild (Academic Affairs), Julie Reneau (SoE/HHP), Amanda Metcalf (SoE/HHP), Robert Niichel (CSMP), Amy Godfrey (Business), Aimee Richards (SoFA), Dan Eichenbaum (SoFA), Jim Davis (Business), Matt Hokom (L&L), Anthony Yost (Tech), Chris Kast (Beh. Sci.), Joe Kremer (President), Budd Sapp (BOG), Donna Long (L&L)

Guests: Maria Rose, Chris Lavorata, Jack Kirby, Tim Oxley, Beth Thompson, Deb Hoag, Bill Holmes, Deborah Prezioso, Rachel Ball, Dixie Yann, Aaron Hawkins, Mike Ransom, Pat Musick, Holly Fluharty, John Myers

- I. Senate President Joe Kremer called the meeting to order at 3:00 p.m.
- II. The minutes of the October 2016 Faculty Senate meeting were accepted without further revision.
- III. Announcements/Information/Discussion
 - A. Welcome to BOG Members
 1. BOG Faculty Representative Budd Sapp thanked members of the BOG for their service and their dedication to FSU.
 2. The following members were present and briefly introduced themselves: Bill Holmes, Deborah Prezioso, Rachel Ball (student representative), Dixie Yann (chair), Aaron Hawkins, and Holly Fluharty (classified staff representative). John Myers joined the meeting later.
 3. Kremer said that further discussion with the BOG was reserved for the Open Forum and during the reception scheduled to follow the meeting. He reiterated the Senate's appreciation for their attendance.
 - B. President Rose
 1. FSU still has not received any word on the budget. It is anticipated that we will hear something following today's elections.
 2. The HEPC will meet on November 18 in Charleston, where issues such as reauthorization and program reviews will be discussed. President Rose will be in attendance and will raise concerns regarding OASIS and KRONOS as well as the audit. Last year's audit was delayed because the Consolidated Public Employees Board made changes regarding funding. The delay was not the fault of the university and the HEPC wrote a letter in our defense to note that the timing of the audit was out of our control.
 3. The regional institutions continue to work on a publication regarding the value of regional institutions to the state. President Rose thanked Amy Godfrey, who updated the economic impact study. The publication will provide useful information to legislators.
 4. The last FSU football game is Thursday, November 10 against Glenville. This is the best season the team has had in years. A victory on Thursday will likely result in an invitation to the NCAA Division II play-offs with the first game held at FSU on November 19.

5. Basketball season starts soon.
6. Students will begin moving into Building Three of University Terrace. Once that process is complete, demolition of the remaining College Park apartments will commence. When asked if there will be an open house for the University Terrace apartments, President Rose noted that one will be held in March or April 2017 when the grounds are more cleaned up.
7. President Rose urges faculty to attend open forums and provide input to the BOG when presidential candidates are brought to campus.
8. Senate President Kremer thanked President Rose for her transparency and her willingness to work with the Faculty Senate during her tenure as president of the university.

C. Dr. Robynn Shannon — IDEA Course Evaluations

1. Shannon reported that most reviews of the annual academic program reports have been completed. The goal this year is to facilitate more dialogue between the program reviewers and the program faculty. The Critical Friends will discuss the effectiveness of this process at the next meeting. So far they are pleased with how the reviews have gone this year and HLC reported they were impressed by how many people are involved in academic assessment on our campus.
2. In the 2015 Focus Visit Report from the last HLC visit they made two recommendations: 1. To formalize the structure of the Critical Friends group. Progress has been made on this and a more formalized plan will take effect in January 2017 at which point the Critical Friends will be called the Institutional Assessment Council. 2. Come up with a comprehensive institutional plan in advance of the HLC visit that occurred in October 2016. Tim Oxley had put together an outline of that plan and Shannon will continue to develop it.
3. Shannon shared a powerpoint presentation on “best practices” for IDEA course evaluations that had been discussed at the luncheon held last week, hosted by Provost Chris Lavorata. Shannon noted that her role was not to defend the IDEA evaluations or the university’s decision to use them, but rather to advocate for best practices to get useful results.
 - a) Historically, the main challenges have been response rates and the exclusion of courses because of insufficient data.
 - b) Shannon shared data from the last three semesters focusing on the percentage of courses with low response rates, the average response rate, and the percentage of courses with useful data.
 - (1) Classes were excluded from the data if faculty did not select important or essential objectives. During the spring 2015 semester, 45% of courses were thus excluded, 30.5% during the fall 2015 semester, and 14% during the Spring 2016 semester (though many classes had already been removed from that data set for other reasons).
 - (2) Classes can also be excluded if the response rate is less than 65%. According to IDEA, a response rate of 75% or higher is necessary for reliable data. Therefore, 55% of classes were excluded in Spring 2016, 59% in Fall 2015, and 67% in Spring 2015.
 - (a) The rates for eligible classes with a response rate over 65% were 39% during the Spring 2016 semester, 25% during the Fall 2015 semester, and 18% during the Spring 2015 semester.

- c) Faculty with high response rates were invited to share remarks at the luncheon. The best practices they advocated for included:
 - (1) Allowing class time for on-line evaluations as well as paper evaluations.
 - (a) IT will provide hardware to use during class time if faculty are using on-line evaluations.
 - (2) Include the date of the evaluations on the syllabus or send an announcement via Blackboard, Moodle, or e-mail.
 - (3) Remind students to bring a mobile device to class if you are doing on-line evaluations during class time.
 - (4) Take attendance so you can follow-up with students who missed the evaluation date. This is not possible with paper evaluations, but can be done with on-line evaluations.
 - (5) Leave the room when students complete the evaluations and offer incentives, such as extra credit for completion.
 - (6) Choose IDEA objectives that align with course goals and outcomes and consider integrating the IDEA terminology into your syllabus. Refer to these objectives throughout the semester.
 - (7) Add your own questions to the standard evaluation. Studies indicate that students better understand the relevance of providing such feedback.
 - (8) Go over the form with the students and make sure they understand that there are different kinds of questions with different categories of responses.
 - (9) Create a culture of feedback throughout the semester (such as midterm course evaluations) so students know that you value their input.
 - (10) Stress the importance of the evaluations and explain to students how the information is used.
 - (11) Explain why you've selected certain objectives as important or essential.
 - (12) Give students examples of how you've used student feedback in the past to improve your courses.
 - (13) Thank students for their feedback.
 - (14) Show students a sample report of the data we receive from their evaluations.
 - (15) Remind students that the responses are anonymous and faculty do not see the results until after grades are submitted.
 - 4. Discussion following Shannon's presentation focused on clarifying whether or not it is counterproductive to tell students what the important/essential objectives are. Shannon said that telling them does not interfere with the results but does ensure that they are focusing on reflecting on whether or not those particular objectives were achieved. There was also discussion regarding how this data is used and whether or not it is effective to continue utilizing them when the percentage of evaluations that meet the criteria remains so low.
 - 5. If faculty have not received their IDEA reports in the past, they should contact Shannon for help in locating them.
- D. ACF Representative — Harry Baxter
- 1. PEIA is holding its public hearings in November. The closest location for FSU is at the Erickson Alumni Center at WVU on November 15. Registration for people wishing to speak begins at 5:00 p.m. with the hearing scheduled to last from 6:00-8:00 p.m.

- a) Baxter strongly encourages people to attend given the growing number of complaints regarding diminishing benefits. The more people voicing those complaints the better the chance of seeing change.
 - b) Once the legislative session begins, Baxter encourages faculty to send letters and emails and make phone calls to legislators to draw their attention to these issues as well. Making legislators aware of the situation is the only way to effect change.
2. The Legislative Advocacy Committee is working on bringing someone from the Finance Board of PEIA to campus in January.
 3. The WV Great Teachers Seminar will be held June 19-22, 2017 at North Bend State Park. Baxter will circulate more information regarding this. FSU faculty who have participated in the past have found it to be beneficial.
 4. The Legislative Advocacy Committee is having a legislative event that will be discussed later during the “Minor Business” portion of the meeting.
 5. Baxter concluded by making one last plea for faculty to “Remember in November.” Polls are open in WV until 7:30 p.m. today. There will be an Election Watch at the Knights of Columbus beginning at 6:30 p.m. Community members are invited to watch the election results there.
 6. Discussion following Baxter’s announcements focused on the question of who has oversight over PEIA funding. The assumption is that the legislature has oversight over the funding; however, there is some uncertainty. Senate President Kremer reminded the Senate that this issue has already been referred to the Faculty Welfare Committee for further research.

E. SGA Representatives — Daphne Ryan and Dillon Bradley

1. Daphne Ryan said that the senior project is still in the works. The Foundation team is setting up a website to make on-line payment easier.
2. Students are petitioning for a December commencement ceremony. In the meantime, SGA is planning an event to celebrate December graduates. Faculty are asked to send interested students to the next SGA meeting for discussion.

IV. Unfinished Business

- A. There was no unfinished business.

V. New Business

A. Major Business

1. Curriculum Proposal #16-17-01 — Nursing General Studies
 - a) Veronica Gallo was in attendance to discuss this proposal. The proposal has to do with General Studies program requirements. In the past, students were required to take a literature course; however, transfer students were running into problems with this. So the requirement has been lifted to give students more flexibility and so that the program does not have to send multiple memos authorizing substitutions.
 - b) The proposal passed for the first reading.
2. Curriculum Proposal #16-17-02 — Rev. 1 Math Support & Course Renumbering
3. Curriculum Proposal #16-17-03 — Math Support Simplification
 - a) A motion was made and passed to consider the two math proposals together.
 - b) Bob Niichel explained that the renumbering is designed to eliminate confusion of FSU courses with Pierpont courses. Beth Thompson explained that the math

support simplification proposal is designed to better integrate support and streamline the registration process. This will be a stand-alone course with support built in, rather than requiring students to co-register in support courses.

- c) Both proposals were accepted for the first reading.
4. Curriculum Proposal #16-17-04 — Rev. 1 Introduction to Folk Music
 - a) Pat Musick was in attendance to discuss this proposal. Musick explained that folk music has been offered as a special topics course in the past. The folklore program (which has a minor) has partnered with the music program in order to create a regular course that is cross-listed as FOLK and MUSI. It will provide background and history on the regional influences of music and it will include hands-on experience. It will be offered in regular rotation for the folklore minor but will be open to other students as well.
 - b) The proposal was accepted for the first reading.

B. Minor Business

1. Legislative Advocacy Committee's Legislative Event — Thursday, January 19, 2017
 - a) Harry Baxter noted that the legislative session begins on February 8. Because of the election of a new governor, the start date has been delayed by a month. The Legislative Advocacy Committee has decided to hold an event on campus in the interim. Representatives from Marion and other surrounding counties will be invited. This will be similar to the event held last year; however, a new format of "speed networking" has been suggested to better facilitate discussion between the legislators and their constituents. The Committee would like input from people regarding possible topics of discussion — not just the big issues, like PEIA or the budget, but issues related to improve higher education and improving the college-going rate as well.
 - b) Baxter has already spoken with Delegate Caputo. Caputo is not available on the 19th, so the date of the event will possibly be moved to January 26th, depending on the availability of other legislators.
2. FSU/PT&CC Course Relationship
 - a) On behalf of the Executive Committee, Donna Long raised an issue that is currently affecting Nursing-intended students. Many nursing students pick up a minor during the delay in matriculating into the nursing program and many of those students have elected to complete a minor in nutrition. Pierpont is no longer allowing FSU students to take their classes, however, and this is preventing many students from completing one class that is required of the minor. Many students have completed all but that one class and are now being told that they cannot complete the minor. The Executive Committee believes that since the minor is offered in the academic catalog, the university has an obligation to facilitate their completion of the minor.
 - b) Provost Lavorata noted that she has been in attendance at meetings with Pierpont where they have said that they welcome FSU students into those courses and that this is perhaps a question to raise with Shayne Gervais. Another option is for students to complete the course as transient students at other institutions. Lavorata will raise the issue with Gervais.
 - c) Associate Provost Kirby noted that financial aid is another issue to consider as it affects FSU students taking Pierpont courses. There is an acute problem needing immediate attention for the nursing students, but this is also a much bigger issue

that needs to be considered further.

C. Authorization for December 6 Senate Meeting

1. The Executive Committee determined that it may be useful to add an additional meeting during the first week of December in order to contend with curriculum proposals in a timely manner.
2. The Senate voted to hold the additional meeting on Tuesday, December 6.

VI. Open Forum/Q&A with BOG

A. Open Forum

1. A question was raised regarding the ability of the new XEROX machines to receive faxes. The Education XEROX machine is not receiving faxes and faculty require that function. John Lympany said that IT will be happy to offer assistance in rectifying the problem.

B. BOG Q&A

1. Budd Sapp noted that the BOG is serving as the search committee for the president. If faculty have information they'd like to share, this is a good opportunity since eight of the twelve members were in attendance.
 - a) Faculty asked about the composition of the search committee, specifically the lack of faculty, staff, and community representation.
 - (1) Dixie Yann, chair of the BOG, said that two presidential searches ago, the BOG used an outside firm and were unhappy with the result. In the most recent search, culminating in the hiring of President Maria Rose, they acted as their own search committee and were pleased, so they have gone that route again. The BOG will serve as the committee; however, when there are three finalists there will be a number of events open to interested parties on campus and in the community with many opportunities to provide feedback. She stressed that the BOG highly values faculty input and would like to know what faculty are looking for as the process begins. The BOG would like to see someone with qualities similar to President Rose and who wishes to continue growing FSU.
 - (2) When asked when the job advertisement will go public, Yann explained that it was approved by HEPC on October 31 and should be available soon.
 - b) Faculty shared their concern that the next president should have a doctoral degree with a thorough understanding of higher education.
 - (1) Later in the discussion, Sapp noted that he has already raised this concern with the BOG and drew to their attention the fact that every president at WV institutions of higher education hold doctorates, 110 faculty members at FSU hold doctorates, and all but one member of the President's cabinet hold a doctorate. From the faculty viewpoint, this is very important and he wanted to assure the Faculty Senate that he is articulating their concerns on this front.
 - c) Faculty also stressed their desire to have more input on the committee in the form of voting members. Budd Sapp serves as our faculty representative on the BOG (and, therefore, on the search committee); however, given the importance of a presidential search, some senators feel strongly that faculty should have more representation.
 - (1) During a previous search, there were three additional faculty members, three additional staff members, and three additional students bringing the total

number of members on the search committee up to 18, which was difficult to work with. Despite such complications, a number of faculty senators continued to express their desire to see more faculty representation on the search committee.

- d) There were no further questions; however, Sapp asked that the BOG members in attendance share some more information about themselves and their ties to FSU. Aside from the faculty, staff, and student representatives, the members of the BOG are political appointees. Most have ties to FSU (with many having received degrees from the institution) and take great pride in the institution. They assured the senate that they wish to see the university thrive.
- e) Senate President Kremer thanked the BOG for attending the meeting and for their service to the university. He welcomed senators to remain after the meeting for a reception hosted by President Rose, during which they could continue to speak with the BOG more informally.

VII. Senate President Kremer adjourned the meeting at 4:35 p.m.