

Glennville State University Faculty Senate – minutes

Meeting Date: October 15, 2024

Meeting Place: 319 MCCC

Meeting Time: 12:25 PM

- I. CALL TO ORDER
 - a. President S. Chapman called the meeting to order at 12:26 pm.
 - b. Senators in Attendance: D. Lewis, G. Lieving, S. Haynes, K. Queen, D. McEntire, S. Haynes, S. Beatty, S. Sylva, N. Nassiri, M. Sarver, M. Gildein
 - c. Administrators in Attendance: M. Clements,
 - d. Others in Attendance: B. Hutton
- II. Approval of Minutes
 - a. The minutes of Sep 3 presented for approval. K. Queen motioned to approve. M. Sarver seconded. Approval – all except J. Wenner, M. Gildein, M. Sarver who abstained due to absence from the Oct 1 meeting.
- III. Reports
 - a. President – S. Chapman
 - i. Amanda Stafford was on the agenda to speak, but was ill Oct 15 and was not able to be at the meeting.
 - ii. We need a new ULC candidate, as previous nominee, M. Gildein moved to BoG candidate. There is nothing in the by-laws about selecting person who received second highest vote in the election. Gildein had been one-year rep to ULC. President Chapman asked if we could bump L. baker from ULC one-year rep to the two-year rep position then elect new one-year rep. Baker would need to be consulted before this happened. Wenner motioned to ask Baker then proceed based on his decision. Sarver seconded. All voted in favor. (Note: Subsequently, S. Chapman asked L. Baker who chose to stay as one-year rep. Election will be for Faculty Senate representative to ULC for two-year term.) President Chapman then asked how long to run nominations, until Friday Oct 18 or to Monday Oct 22. Wenner motioned run nominations through Friday. Queen seconded. All in favor. Nominations or the position will be accepted until Friday Oct 18 at 4 pm.
 - b. ACF - K. Queen
 - i. Queen requested feedback to take to ACF from faculty. She compiled a list based on responses and forwarded this list to ACF in preparation of the November meeting.
 1. Transparency of information influencing administrative decisions
 2. Faculty evaluations
 3. Tenure and promotion processes
 4. Ranked promotions
 5. Pay for full-time faculty & adjuncts
 6. Faculty salaries
 7. 9-month faculty having no sick time
 8. Probation period for full-time faculty
 9. 9-month faculty contract start date
 10. Journals deleted from libraries
 - a. Expense of JSTOR and other databases
 11. Conceal and carry
 12. Academic freedom

- c. BoG – M. Gildein
 - i. Gildein was debriefed by D. Chapman (former BoG rep) as to what to expect at the upcoming BoG meetings. She scheduled a meeting with T. Stern regarding her roles and responsibilities for the Oct 16 meeting. That meeting will be via Zoom for committee reports.
 - ii. BoG retreat is Oct 30.
- d. Academic Affairs – M. Clements
 - i. Clements would be sharing feedback with BoG on the training by HLC on micro credentials. Clements, M. Sarver, A. Reed, and K. Ensor attended. The training covered the importance of micro credentials for colleges and universities in WV. The how to create and administer micro credentials was not discussed as the group hoped. Student enrollment numbers within the state are expected to drop significantly by 2030, and micro credentials should help to draw in nontraditional students.
 - 1. Queen asked if micro credentialing is covered by financial aid. Clements responded not as stand-alone units, but if stacked with a major, yes.
 - 2. Clements noted this would serve untapped markets.
 - 3. Queen commented that it would also work toward an RBA.
 - ii. Clements said they are still waiting for Spring schedules, in order to factor overloads.
 - iii. There were concerns for a student submitted for Administrative withdraw when they were experiencing a hardship. Please try to keep up with nonattending students as much as possible.
 - 1. Queen asked if the student had contacted professors. Clements said some.
 - 2. Wenner noted that we need to be clear on what generates an F vs an FIW. Clements suggested some examples provided during spring prep week.
 - 3. Chapman noted that 2 consecutive weeks on non-attendance or non-participation are in the regs.
 - 4. Queen asked about rules on Dr. notes and HIPAA. Chapman said there should be no personal or medical information on the notes.
 - 5. Wenner asked about concussion protocols, as she has several students missing classes for concussion. Clements said that trainers were supposed to contact AA and ASC when students are out on concussion. Wenner stated that we need to know what they can and cannot do, as well as how long to expect them to be out of class. This could be a HIPAA issue, so general protocols would be helpful.
 - iv. Departments are working to complete strategic plans. Business (Academic), Land Resources, and Operations have not completed theirs as yet. K. Queen stated her department is actively working on theirs. Once completed, the university will extract commonalities to create a strategic plan for the University Community. The plan is to have the university strategic plan by the end of Spring semester for feedback, have a draft by Fall 2025, and finalized by Dec 2025. Our existing plan is good to 2026.
 - v. University organization plan is still underway. They are waiting on BoG response which is on the agenda for the next BoG Meeting.

IV. Old Business

- a. M. Sarver gave an update on the Salary, Compensation and Competitiveness. They are still awaiting data from HEPC.
- b. Grade Change Policy
 - i. This was moved up on the agenda as it had been on hold for the last two meetings.
 - ii. Wenner asked about the line “when degree is awarded”. When is that? Clements and Chapman stated it was in another policy, posted elsewhere.
 - iii. Chapman said the policy gives 5 days for a student to submit a request. He asked if that was enough time. Clements said that the university personnel work very efficiently. If we wait longer than 5 days, all degrees are held up, not just the questioned grade.
 - iv. Chapman commented that students cannot appeal after degree awarded. Sarver asked if there was a process for putting off the award until the issues is settled. Clements answered “yes”. The degree is on hold until the appeals are finalized.
 - v. Sarver asked if this needed a motion or just approval. Chapman stated that either was fine.
 - vi. Gildein motioned approval of the policy on Grade Changes. Sarver seconded. All in favor.
- c. Attendance Tracking
 - i. Chapman - Language and Literature is split 50/50 on required attendance tracking.
 - ii. Sarver – Business said we are not babysitters, but we recognize that we need to track the first couple weeks for financial aid. Chapman said its just the first week. Sarver said if pressed they could live with tracking for up to four weeks. After that, it gets busy and those not there are a lost cause.
 - iii. Sylva said some in Math are willing to track up to 8 to 10 weeks. That would work for their program. But others think the process of using Brightspace and Ednet is not convenient. They did agree that in Freshman or first year courses, it is a good idea to do it for a few weeks because we need to keep track of them but they do not want to do it for upper level courses.
 - iv. Beatty said that the Criminal Justice Department asked ask why we cannot just use Brightspace, as it can automatically fill in attendance, as they have done at other institutions. Gildein stated that Trae Sprague was still looking into the communication between Brightspace and Ednet. Queen said the problem is that Brightspace does not talk to Banner. Clements said that the university was going to spend \$50,000 to update Banner so that the two programs can communicate in the future. However, there are still no great solutions for online courses. Wenner said commented that that it remains separate process even on Brightspace. While Brightspace has attendance tracking, it will not track attendance based on submitted assignments. Beatty said some schools are using discussion posts for attendance as well as a quiz, but if you did the quiz and not the discussion, you were marked absent. Queen mentioned the Brightspace attendance tracking again, and Wenner reiterated it does not track based on work turned in.
 - v. Lieving said that his department would like to see the Brightspace issues resolved before making attendance tracking a requirement. Queen mentioned one of the issues with the Attendance Tracker is that they can't put in a specified time for online classes, for length of assignments. Also, Lieving's department is unsure how the data is used. The department had none of the information that T. Sprague provided to the Senate.

- vi. Chapman stated that there were concerns from faculty that student athletes were being punished for not attending by having to do laps by some coaches. His department does not want to contribute to that. It creates unnecessary tension between students and instructors. Wenner said that students should email both coaches and faculty with Dr. notes when they have them.
- vii. McEntire said that every coach is different. Some care, some do not. When grade go down, they must look at the reason, missing class or needing a tutor. Gildein says when a known athlete misses more than one class, she notifies the class. Sarver said this is not an issue that we should be basing a policy on.
- viii. Wenner stated that she likes the idea of requiring attendance tracking for Freshmen.
- ix. Sarver stated if we do not come up with a recommendation, the administration will create and mandate one for us. We need to decide how that policy will look, and what the faculty can live with. Some classes for freshmen only, others t faculty discretion. We need to fairly quickly come up with what we want the verbiage to be
- x. Chapman said we do not want to mandate it, but what language do we want to use. We need to go back to our departments so we can make a recommendation our faculty can live with. We do not expect the administration to make a mandate, but the BoG may create one for us. Clements said it might be made by the department of Education.
- xi. Clements said that we are required by federal policy to track attendance. Other institutions have issued degrees that were not worth the paper printed on, some have shut down and investigations have revealed that students were not coming to class and just being passed along. The department of education authorizes a lot of money in federal financial aid. Their expectation is that they are paying for classes that students are attending. And if students are not attending classes, they do not want to give them financial aid.
- xii. Gildein said that faculty need to make an informed decision. If Attendance tracking is aligned with Brightspace, that might be a game changer.
- xiii. Wenner pointed out that Brightspace does have an attendance tracker, but it requires the instructor to create the attendance tracking element, essentially duplicating what is in Ednet. And still does not track by assignment.
- xiv. Chapman suggested polling the faculty on the issue. How should we word the question to make a recommendation. Sarver suggested taking the feedback we had so far and using that to create a pool. Would you support required tracking for 4 weeks, 8 weeks, full semester, for 100, 200, all courses. Chapman said he could come up with questions for a poll. Would you be in favor of a mandate, yes or no, if yes, what would you like to see tracked? 100, 200, etc.
- xv. Wenner motioned we create a survey to ask faculty what they could live with. Seconded by Queen. All in favor. Discussion- Queen suggested that T. Sprague give briefing to all faculty explain how the data is used. No opposition. Chapman will email the questions to senate members for content check and then send it out.

V. New Business

- a. Remaining agenda items tabled until the next meeting.

VI. Adjourn – 1:15