

**Shepherd University
Faculty Senate • Meeting Minutes
September 19, 2005**

Senators In Attendance: Scott Beard (MUSC), Denis Berenschot (ENG), Jason Best (IES), Larry Daily (PSYC), Gordon De Merritt (BADM), Robin Good (EDUC), Osman Guzide (CME), Ann Henriksson (LIB), Doug Horner (SOWK), Mike Jacobs (HPERS), Clarise Ottley (NURS), Kathy Reid (ECON), Rhonda Smith (ART), Kathy Reid (ECON), Sylvia Shurbutt (ACF), J. W. Thatcher (BUS), Bob Warburton (CHEM), Joyce Webb (COMM), David Wing (BIOL), Bob Willgoos (HIST), David Wing (CIS), Denis Woods (PSCI).

Guests: Dr. Mark Stern (VPAA), Dr. Bruce Kelly (Director of Advising), Ms. Tracy Seffers (Registrar), Michael Sowards (Bookstore)

The September 19, 2005 meeting of the Shepherd University Faculty Senate was held in the Cumberland Room of the College Center. The meeting was called to order at 3:06 p.m. by Senate President, Dr. Robert Willgoos.

- I. M/S/P—(Smith/Daily). Motion passed by the Senate to accept the minutes of the May 2nd, 2005 meeting.
- II. Library Committee: Dr. Reid reported that the committee had not met; however, she announced that Mr. John Sheridan has joined the library staff as the new Dean of Libraries.
- III. A& C Committee: Dr. Wing reported that the committee got off to a smooth start, thanks to the hard work of the registrar's office.
- IV. C & I: Dr. Beard reported on the proposals before the committee, notably the addition of a Spanish and Spanish Education Major. He also presented to the senate the committee roster and the proposed members of the grade appeal committee. Dr. Beard made a motion that the senate approve the roster of the grade appeal committee for the 2005-2006 Academic Year (second Shurbutt), the motion passed on a voice vote.
- V. Equity & Diversity: Dr. Good stated that committee members had attended a retreat over the summer that had dealt with issues relevant to campus life. T
- VI. Honor's Committee: Dr. Daily stated that the committee had met to consider course offerings for the fall and the spring.
- VII. IRB: Dr. Best stated that the committee continued to address requests for all levels of courses (graduate and undergraduate), as well as individual faculty requests.
- VIII. Professional Development Committee: Senator Horner reported that levels of support for faculty development remains the same this year and that this information will be posted on a website connected to the faculty senate page.
- IX. Scholarship & Awards Committee: No report.
- X. Washington Gateway: Senator Ottley informed the senate that the committee had been discussing ways to help accommodate the large number of requests

that come in to the committee. The current fuel-price situation is also of great concern to the committee.

- XI. TOC Committee: Senator Smith reported that the teaching and learning technology roundtable has been quite active. The committee will be holding its first meeting of the year soon.
- XII. Assessment Task Force: The task force is looking at the results of a survey that dealt with how students felt about their Shepherd experience. One particularly poignant question asked if the students had the chance to pick their college again, would they pick Shepherd. The responses in general were not positive.
- XIII. ACF: Dr. Shurbutt reported that the committee is hoping to place an emphasis on higher education and its role in the economic retooling of West Virginia. Salaries remain a major issue, including the AEI bonus that other state employees receive; however, higher education faculty do not receive this loyalty bonus. Dr. Shurbutt made a motion (Daily, second) that the members of the Senate give their endorsement of the 2005-2006 higher education faculty legislative initiatives undertaken by the ACF.
- XIV. President Willgoos remarked on issues from the Administrative Staff meeting. Notably, salary issues that Shepherd has undertaken to fill in gaps left by the lack of funding from the state legislature. President Dunlop also spoke about fee ceilings in re: to funding bonds. It was also reported that enrollment was at 3928 total students and an increase in FTE by 3.4 %.
- XV. Calendar Committee: (2006-07 Calendar) Ms. Seffers reported that the committee had met to consider the following: Fall Break and pushing back the start date for the Fall semester. Senator Smith made a proposal that (second-Shurbutt) that the faculty senate wishes to not approve a two-day fall break. 19 positive, 1 nay vote. The motion was carried.
- XVI. Dr. Horner (second Berenschot), made a motion that the Thanksgiving break be shortened to two days (Thursday and Friday). Dr. Best (second—Smith) made a motion to table the issue of Thanksgiving break. Dr. Willgoos asked that Senators take this issue back to their respective departments for discussion.
Rhonda Smith (second-Shurbutt) made a motion that the Senate appoint a representative from the Senate to the Calendar Committee. M/S/P to close nominations (Wing-Daily). The motion was approved, and Rhonda Smith will be the Senate representative to the Calendar committee.
- XVII. Senator Willgoos reported on the proposal for a 13-week semester. Smith (second-Thatcher) made a motion that this proposal be taken by Senators back to their respective departments and bring information back to the next Senate meeting.
- XVIII. Faculty Handbook Information: October 15th will be the deadline for submission of pre-tenure, promotion and tenure material to the department chair, beginning Fall of 2006. A motion was made by Dr. Best (second-Warburton). Discussion followed. The motion carried.

- XIX. Dr. Willgoos reported on the Faculty dependent scholarship fund. Currently, contributions are voluntary. Alan Purdue is looking at the possibility of tuition remission for faculty dependents. Legality is a question at this point.
- XX. Guest Speaker Mike Seward reported to the Senate re: the escalating prices of textbooks. On average, students pay \$900 per year for textbooks. This is the fastest growing component of higher education cost. Shepherd students typically average around \$600. Large increases are tied to supplemental material. (CD rom, website, study guides). He encouraged faculty to allow price to be a factor. Faculty should ask about prices and set a ceiling during the adoption process. Look carefully before you go to a new edition.
- XXI. A motion was made (Warburton/Daily) was made to adjourn. The meeting was adjourned at 4:45 p.m.
- XXII. October meetings of the Senate will be held on October 3rd and 17th.

Respectfully Submitted,

Dr. Scott Beard, Secretary
Faculty Senate • Shepherd University.