



West Virginia University
POTOMAC STATE COLLEGE
Faculty Assembly

Minutes

October 25, 2019

The Faculty Assembly meeting of WVU-Potomac State College was called to order at 3:02 pm by Chair Ballard in Science Room 220.

Voting Members Present

Arjel, K.	Hudgins, C.	Rawlings, J.
Armentrout, D.	Huffman, V.	Schafer, D.
Badenhoop, J.	Jones, J.	Smouse, K.
Ballard, D.	Liller, B.	Stephens, V.
Burnett, J.	Martini, M.	Stone, J.
Cheves, R.	Moore, M.	Sydow, T.
Chisholm, S.	Morgart, J.	Van Vranken, N.
Cunningham, E.	Oberlechner, S.	Vogtman, J.
DelSignore, R.	Petersen, R.	Weaver, A.
Frazier, V.	Plitnik, B.	Whitacre, K.
Ghimire, G.	Pritts, C.	Wilcox, G.

Voting Members Absent

Bridges, C.	Meadows, Y.	Samuels, H.
Garcia Martinez, N.	Mullins, M.	Schafer, A.
Lawrence, C.	O'Quinn, J.	Upton, R.
Lessard, D.	Poole, J.	
Little, D.	Saifi, M.	

Non-Voting Members Present

Ochoa, G.
Orlikoff, J.

Guests of Faculty Assembly

Gardner, N.
Little, B.
Shapiro, A.
Taylor, L.

Professor Frazier moved for approval of the minutes from the September 20, 2019 faculty assembly. **Motion Carried.**

President Orlikoff reported the following:

- Announced 2 new grants

- Recycling Grant
- Pizza Oven Grant \$25000 to purchase a mobile wood burning pizza oven. This pizza oven will be used to highlight produce from the farms.
- United Way Campaign will be kicking off soon. Please consider donating.
- New Safety Sheets will be distributed to all classrooms and labs. Updated information and phone numbers are included on them.
- Provost's Office is looking for a faculty volunteer for the University Wide Promotion and Tenure Committee. There will be two face to face meetings in Morgantown, all other work will be done electronically. Please consider serving.
- Last spring, each division elected one member to serve on College Wide Review Committee. The entire faculty then elected 2 additional members and an alternate. Those six faculty members met this fall and elected a chair themselves. Dr. Orlikoff did not appoint a chair.
- Town Hall Meeting will be held on 28 October at 2:30 in Davis Conference Center. Invite all to come and participate. Results of the culture survey will be discussed, and additional questions will be invited from the participants. If you would prefer to submit your question ahead of time, please email it to Cindy Hartman.
- Next Employee Lunch will be on Thursday 7 November in Davis Conference Center from 11:45 to 1:15.

Dean Ochoa reported the following:

- List of faculty searches for next year is being worked on. Hopeful it will be finalized before Thanksgiving. There are fewer searches this year than last year.
- Approval from CTC Board to offer PSC's AAS in Culinary Sciences on the WVU Tech campus.
- Apprenticeship to AAS program is moving forward. Possibility of expanding it to BAS degree in the future as well as expansion to all Union Apprenticeships in the State.
- Search for Professional Advisor was successful. Abigail Shillingburg accepted the position and will start in November.
- Dr. Sheri Chisholm, Dr. Vicki Huffman, and Dr. Heidi Samuels were formally recognized for their service as Academic Leadership Fellows for the 2018-2019 Academic Year. Hope to bring this program back for the 2020-2021 Academic Year.

Faculty Assembly Chair Ballard reported the following:

- Registration is ongoing
 - Jayne Gilbert sent out an email reminding of proper placement in Math and English courses, especially if a student was not registered for Math or English in the Fall semester.
 - New this year is a \$50 late registration fee if students are not registered for at least one course by 30 November.
- Kara Anderson serves as a career counselor every Tuesday from 8:30 to 4 in the Library.
- WVU has reached a new licensing agreement with Adobe regarding Adobe Creative Cloud. Please work with ITS to update your access.
- PSC apparel shop will be reopened 1 November to 15 November with delivery before the end of the semester.
- Please get your textbook information to Mary Murphy
- HSTA Camp will be back on campus next summer. Please send a paragraph of interest to the Dean's office if you would like to be involved in the grant writing process or the summer camp process.

Faculty Representative Reports:

- WVU Senate Report:
 - Full minutes of the October 14, 2019 meeting, and annexes, can be found [here](#).
- WVU Senate Executive Committee:
 - Full minutes of the September 23, 2019 meeting, and annexes, can be found [here](#).
- ACF Report:
 - Annex 2

Instructional Programs Committee:

- Dr. Badenhop moved to approve BTEC 330. **Motion Carried.**
- Dr. Chisholm moved to approve program changes to Pre-Physical Therapy and Pre-Medical Lab Science degree programs. **Motion Carried.**

New Business:

- None

Announcements:

- Dr. Badenhop renewed request for faculty to make presentations to local organizations and service groups.
- On 11 November there will be a bus going to Morgantown to listen to Tara Westover in connection with the campus read. The event is unable to be live streamed on PSC campus. Anyone wishing to attend the event will need a ticket through EventBrite. This is a free event, but attendance is expected to be high, so please register for your free ticket!
- Interim Library Director Stephens thanked all who helped her register her advisees.
- WV Digital Newspaper project is moving forward. There will be an information session on 11 November. (*Annex 3*)
- LED sign has power. Waiting for the training before it can be used.
- Nursing program expresses thanks to Library Staff for going the extra mile to help their students with projects.

Adjournment:

- Professor Vogtman moved for the meeting to be adjourned at 3:33pm. **Motion Carried.**

***/* Joan Vogtman**
Faculty Assembly Secretary