



**Minutes
Faculty
Assembly
Friday, December 1, 2023
Science Hall 220**

- 1. Call to Order**
- 2. Approval Minutes of the October 27, 2023, Faculty Assembly Meeting (Annex 1)-
*Approved as distributed.***
- 3. Report from Campus President Chris Gilmer (Annex 2)**
 - Short term administrative assignments were announced (all are interim)
 - Phil Douthitt-Dean of Student Affairs
 - Chris Hess- Director of University Relations, Marketing and Enrollment Services.
 - Office of PSC President- Fundraising and Alumni
 - Academic Transformation Documents (**Annex 3 and 4**) President Gilmer emphasized that the goal is not to delete programs or cut faculty members. He believes the process will continue to be transparent and in good faith. Validated data will be provided in January.
 - WVU Online Pilot program has enrolled over 100 discrete registrations. Appreciation was extended to Heidi Samuels and other faculty who worked on the program. Revenue is split 80/20 with the main campus. PSC does not have the ability to enroll presently. An assessment will be conducted at the conclusion of the spring semester.
 - Campus Conversation will be next week.
 - Holiday activities were announced. A thank you was expressed to everyone who has participated in planning events.
- 4. Report from Dean of Academic Affairs Phil Douthitt (Annex 5)**
 - Dave Miller's last day was Monday. Dean Douthitt expressed his appreciation for his work on the SAGE Innovation Lab. VISTA Olivia Yost will serve as an interim student facilitator. She will develop documentation and provide student assistance. More details are forthcoming.
 - Announcement of Ginger Cotrell as new Administrative Assistant in the Office of the Academic Dean. Thanks were expressed to Norma Hart for keeping the office going during the transition period.
 - There has been little response to the Title III Professional Advisor position. Search will continue.
 - SLIs for summer and fall are with Division Chairs. They will be due in the 3rd week of January. Forms are to be completed with the assumption of stable fall enrollment numbers. If adjuncts are being used, please initial the form to confirm that they have been contacted and agree to teach the course.

- Academic Transformation. Representatives from Morgantown will be on campus on January 5. Dean Douthitt hopes to see faculty come to open session. Academic Transformation Committees may request a separate meeting, if needed.
- An update was provided for the Surgical Tech program. Investments in the program were made from Foundation Funds. The Director, Miranda Savage, will head an onsite accreditation visit in February. The first graduates from the program will be in May 2024.
- WVU Online Pilot Program- The sections numbers begin with nine. Courses are taught by PSC faculty. Dean Douthitt believes that PSC will not receive headcount. Must be a WVU online major to enroll in the pilot program. PSC students can be enrolled as an exception.

5. Report from Faculty Assembly Chair Richard Petersen

- There will be an Academic Transformation planning meeting on January 5 before the open session.
- The Academic Transformation committees should be preparing to meet. Dr. Petersen has given the committees autonomy over the selection of the chairperson.

6. Faculty Representative Reports

- WVU Senate – *Dr. Ballard reported that the next meeting will be held next Monday. She is waiting to learn the process for replacing Dr. Leo Johnson and Mary Beth Moore positions. The new courses are Biology 233 and Sports Management 125. /There are some changes in the math requirements. PSC will continue to offer Math 104 and 106. / Faculty Welfare discussed morale issue on campus/ Spanish and Chinese remain as World Language options.*
- WVU Senate Executive Committee – *presently no PSC representative*
- ACF Report –*Dr. Martini reported discussion in the committee centered on campus carry logistics. Consider contacting State Delegates regarding bills to end tenure, ACCESS program funding and anti-woke laws.*

7. Faculty Representative on President’s Leadership Team – Emily Zumbun

- Emily raised an issue regarding her representation on the President’s Leadership Team and Presidents Cabinet. These groups have been recently combined due to overlap of duties. Emily has been sharing information via email to faculty from the committees.
- Discussion ensued regarding clarification of representation on the committees. Dr. Gilmer offered to send out a listing of the membership.
- Dr. Petersen stated that Faculty Welfare Committee is working on the corrections to the P/T documentation. It will be reviewed by the faculty assembly at the January meeting. The Constitution and Governance Charter review will follow.
- Mia Martini made a motion to task the Faculty Welfare Committee with adding a faculty representative position permanently to the President’s Leadership Team. A call to question was made to end discussion by Nick Gardner. No objections were made to the call to question. **The motion passed.**
- Andrea Schaefer made a motion to add to Dr. Martini’s motion to create language to merge the President’s Leadership Team with the President’s Cabinet, since they are separate in documentation. Further, Faculty Welfare will review documents and update accordingly. In addition, faculty representative

position, as well as addressing the merger of two Presidential bodies in any other reference in the governance charter or constitution. **This motion passed.**

8. Faculty Representative- JoAnn Burnett- No report

9. Instructional Programs- Sheri Chisholm

- Dr, Chisholm presented the program changes (**Annex 6**)
✓ **Motion to accept changes was passed.**

10. New Business

- A moment of silence was held in honor and memory of Dr. Leo Johnson who recently passed away.

11. Announcements

- Academic Transformation Committee- Mia Martini asked for anyone who has anything to be considered to contact her.
- Spring Musical- Brian Plitnik announced Singing in the Rain will be the musical. Auditions are being held very soon.
- Nick Gardner, Library Director discussed the pilot program for providing test proctoring. He is exploring options for long term laptop student use.
- Jo Ann Burnett encouraged everyone to advertise for the County United Way Classes for a Cause.
- Caitlin Hudgins announced that the Writing Center will be open until Wednesday.

12. Adjournment

- A motion was made to adjourn by Jo Ann Burnett. Joan Vogtman seconded the motion. **Motion carried.**