

Minutes

Faculty Assembly Executive Committee

Friday, September 8, 2023, 3:00 pm

Science Hall 205

1. Call to Order- Richard Petersen, Chair
2. For Approval Minutes of August 2023 (*Annex 1*)- Minutes were approved as distributed.
3. Report from Campus President Chris Gilmer.
 - *Enrollment numbers are not yet completed. Enrollment looks to be like last fall.*
 - *Academic Transformation- Regional campus Presidents will be receiving more information in October. Dr. Gilmer expressed his commitment to transparency during this process. Program reviews will begin in January. If anyone has any questions or comments, he is willing to contact the Office of the Provost.*
 - *Dr. Gilmer foresees increased enrollment numbers with several 8-week online offerings from PSC to the WVU online programs. Others will be involved in the project as it moves forward.*
 - *Dr. Gilmer announced that the naming of the new center (previously the Enrollment Center Building) is proceeding. More input is being sought from the community.*
4. Report from Dean of Academic Affairs Phil Douthitt (*Annex 2*)
 - *SLIs have been turned in for the spring schedule. It will be available for review in 3 weeks.*
 - *Dean Douthitt recognized Jennifer Jones for her years of service to the PSC community. Justin Good, Math tutor, will be administering placement testing. He will be supervised by Nicholas Gardner, Library Director.*
 - *Abby Shillingburg and Melissa Dayton will be moving their offices to the Academic Success Center. Abby will be supervising the peer tutoring program.*
 - *Graduation diplomas have been sent and transcripts for May 2023 graduates are available. Dean Douthitt recognized Norma Hart for her assistance.*
 - *Online applications are available for fall graduate candidates. A note will be placed in Degree Works for advisors regarding student applications.*
 - *Early Alerts have yielded follow up with students who were not attending classes. Issues such as non-returning students and scheduling were addressed. The next Early Alert will be coming on Tuesday.*
 - *Jayne Gilbert is conducting a new student transition survey. Results are starting to be compiled and a report will be presented in the future.*
 - *Dean Douthitt thanked faculty for submitting syllabi and office hours in a timely manner.*
 - *The 8- week online courses are being reviewed and processed.*
5. Report from Faculty Assembly Chair Richard Petersen
 - *Chair Petersen attended through ZOOM the special meeting of the WVU Faculty Assembly with a group of PSC faculty. He reported on the resolutions. Chair Petersen encourages faculty to wait in patience for updates on the Academic Transformation Process from our Academic Dean and Campus President. He expressed his confidence in their transparency and commitment to PSC. Additionally, he wants faculty to support each other during this time.*

6. Division Reports

- a. Applied Science- *No updates were provided by Leo Johnson. Joann Burnett was appointed by Provost Reed to serve as a Faculty Advisory Counsel in the Academic Transition.*
- b. Liberal Arts- *Caitlin Hudgins addresses issues brought up in a recent meeting.*
 - *Faculty use of laptops in the classroom is creating struggles. Issues are happening with docking stations, updating, connecting with WIFI, etc. In addition, there are now limited places on campus for students to utilize laptops and printing. Mary Moore suggested using computer labs in AC 3rd floor for students when not being used in classes. Dr. Gilmer will address the concerns raised.*
 - *Spanish online courses through WVU are being taught in an immersive model. This has created many problems for PSC students. Tutoring will be offered to those who are struggling. Julia will be offering sections of 8-week hi-flex offerings in the spring.*
 - *Concern was raised regarding the Academic Success Center and loss of tutoring programs.*
- c. STEM- *Jessie O'Quinn raised a concern for the deplorable condition of the chairs in Science Hall 108 conference room.*

7. Faculty Representative Reports

WVU Senate – *Donna Ballard spoke regarding the recently held special session of the WVU Faculty Assembly. Twenty-two faculty attended through ZOOM. Resolutions were addressed as a no confidence vote for President Gee and calling for a freeze to Academic Transformation Process. Programs have filed appeals, and some changes were made.*

- Seventeen faculty positions were reinstated.

- A few programs were granted 3-year probation.

Donna encourages everyone to keep up to date on changes on the Academic Transformation Website through the WVU Office of the Provost. There will be another meeting on Monday at 2pm. The Board of Governors meets next Friday.

8. Proposed Faculty Assembly Agenda – *A motion was made to accept the Faculty Assembly Agenda for September 22nd except adding Jessie O'Quinn to the agenda regarding tutoring initiatives. Sheri Chisholm has asked to be removed from the agenda.*

- *Mia Martini made the motion.*
- *Jeff Jones seconded the motion.*

9. New Business

- *Leo Johnson asked if financial information can be provided as a proactive approach to program reviews. Dr. Gilmer is open to any budget disclosures requested.*

10. Announcements- *none made.*

11. Adjournment- *A motion was made for adjournment.*

- *Mia Martini made the motion.*
- *Leo Johnson seconded the motion.*

