



West Virginia University
POTOMAC STATE COLLEGE
Faculty Assembly

Minutes

September 20, 2019

The Faculty Assembly meeting of WVU-Potomac State College was called to order at 3:03 pm by Chair Ballard in Science Room 220.

Voting Members Present

Armentrout, D.	Huffman, V.	Samuels, H.
Badenhoop, J.	Jones, J.	Schafer, A.
Ballard, D.	Lawrence, C.	Schafer, D.
Bridges, C.	Lessard, D.	Smouse, K.
Burnett, J.	Liller, B.	Stone, J.
Cheves, R.	Morgart, J.	Sydow, T.
Chisholm, S.	Mullins, M.	Van Vranken, N.
Cunningham, E.	Oberlechner, S.	Vogtman, J.
DelSignore, R.	Petersen, R.	Weaver, A.
Frazier, V.	Plitnik, B.	Whitacre, K.
Garcia Martinez, N.	Pritts, C.	Wilcox, G.
Ghimire, G.	Rawlings, J.	

Voting Members Absent

Arjel, K.	Meadows, Y.	Saifi, M.
Douthitt, P.	Miller, J.	Upton, R.
Hudgins, C.	Moore, M.	
Little, D.	O'Quinn, J.	
Martini, M.	Poole, J.	

Non-Voting Members Present

Ochoa, G.
Orlikoff, J.

Guests of Faculty Assembly

Shapiro, A.
Taylor, L.

Professor Sydow moved for approval of the minutes from the April 26, 2019 faculty assembly. **Motion Carried.**
Dr. Badenhoop moved for approval of the minutes from the August 16, 2019 faculty assembly. **Motion Carried.**

President Orlikoff reported the following:

- Retention numbers are up 6% for first time, full time students, which is the highest increase in the WVU system. Increases have also been noted in the third year to fourth year students.
- Goal for the year is to increase communication on campus

- Increase of overload and adjunct pay to \$700 per credit hour. Hope to continue to increase this
- State appropriations saw an increase of \$770,000
- Provost Office asked for a "Passion Project" which is the funding of a new Science Hall
- Dr. Sheri Chisholm has been named Honors Coordinator
- Pat Kight has been hired as Director of Facilities
- There are 23 majors and programs that are participating the WV Invests grant
- The revised purpose statement is "Our purpose is to inspire students to find joy in learning, connecting with others, and growing personally and professionally."
- Next Employee Lunch will be on Wednesday 2 October in Davis Conference Center
- On Tuesday 24 September the annual P & T Meeting with representatives from the Provost's Office will take place in Davis Conference Center. There will be two sessions, one at 10:15 and one at 12:30. Will request that the meeting happen earlier in the semester next year.
- The Annual Faculty Reception at the President's House will be this evening at the conclusion of the Assembly Meeting. All are invited.
- Head Count for the Fall semester is 1305, which is a bit down from last year, but hope that WVU Invests grants and Apprenticeship programs will bring that number up moving forward

Dean Ochoa reported the following:

- Thanked all faculty for participating in the first round of early alerts focusing on attendance. There was lots of participation from the faculty and many students have followed up with the Dean's Office. The information was shared with coaches, advisors and resident life staff.
- Classes in computer labs, please lock the door when class is over. If you used a projector, please turn it off when class is over.
- Administration will pay for 5 faculty members from each division to attend the Homecoming Banquet.

Faculty Assembly Chair Ballard reported the following:

- Greetings to the new faculty. Spoke of her open door policy and stressed belief in confidentiality
- Current issues under review at Faculty Welfare in Morgantown
 - Enforcement and disciplinary actions regarding the Tobacco and Vaping Free Campus Policy
 - Creating a focus group to explore 12 month pay options for 9 month employees
 - Childcare needs on all campuses
 - Classroom Assessment beyond just eSEIs and one time visitations
 - This is being looked at by several committees including TACO and possibly Curriculum
 - can bring any of these discussions to our campus as well
- response to a question, Faculty Welfare will assign assessment of the new classroom visitation form to a standing committee.

Faculty Representative Reports:

- WVU Senate Report:

→ Full minutes of the September 9, 2019 meeting, and annexes, can be found [here](#).

- WVU Senate Executive Committee:

→ Full minutes of the August 23, 2019 meeting, and annexes, can be found

[here](#).

- ACF Report:

- Annex 8

Instructional Resources Committee:

- Professor Vogtman moved to approve the Instructional Resources Report as presented in Annex 3. **Motion Carried.**

Instructional Programs Committee:

- Professor Jones moved to approve the Intent to Plan NEW-TBD: PSC Environmental and Natural Resource Economics. **Motion Carried.**

Dr. Chisholm moved to allow Dr. Huffman to present while election results are tallied. **Motion Carried.**

Elections:

- Dr. Huffman was elected Chair of Academic Standards Committee with 21 of 30 votes cast. Dr. Martini received 17 votes.
- Dr. Wilcox was elected Chair Elect of Faculty Assembly with 30 of 41 votes cast. Professor Vogtman received 11 votes. Dr. Badenhop received 0 votes, upon his request to remove his name from the ballot.

Dr Huffman:

- CSSE randomly selected classes to administer the survey last spring. There was an additional survey about advising, which will help serve as a baseline moving forward. Assessment Council will look closely at the data, and it will be posted on the N drive for all faculty to access as needed (ie Program Reviews). (*Annex 7*)

Dr Chisholm and Dean Taylor:

- Beginning a conversation on presenting a campus wide, unified message to the students. This would be a message that students would receive from Academics and Student Experience. Hope this will lead to the development of a positive identity as a Catamount that when students graduate, they leave with a sense of pride as a Catamount. The Student Success Council and its various Boards will be integral in helping develop and promote the message.
- Faculty can help by volunteering directly to work formally on the project or to send ideas to Chair Ballard, Dr. Chisholm or Dean Taylor.

New Business:

- Dr. Wilcox inquired as to how the Campus Read (Educated) will be incorporated on campus.
 - Professor Schafer developed four modules for every WVUe class
 - Professor Bridges is using it in class
 - Dr. Hudgins is using it in her class
 - Received a grant bus students to listen to her presentation in Morgantown in October

Announcements:

- Dr Badenhop spoke of service and professional growth and development opportunities for faculty by making presentations to local organizations and service groups
- Scottie Samples needs a second van driver to drive students to WVU football game on 9 November. The driver will receive a free ticket to the game
- There is an additional women's soccer game on 24 September
- On 25 September there will be two workshops about Navigate and Degree Works given by Morgantown advisors and IT staff. They will take place in AC 310 at 1130 and 3.
- If you have any ideas for additional workshops, please forward them along to Jayne Gilbert or any officer of FA
- Nursing needs volunteers for "Standardized Patients" specifically for next Friday and also other time as needed. Contact April Shapiro if you are interested in volunteering.
- Please make sure you sign in when attending FA meetings.
- Apparel orders have been extended until next Friday (27 September). For further information please see the email sent to the listserv by Amy Weaver. All tenure track faculty will have 1 polo shirt purchased by the Academic Dean's office.

Adjournment:

- Professor Jones moved for the meeting to be adjourned at 3:58pm. **Motion Carried.**

/ **Joan Vogtman**
Faculty Assembly Secretary