

## Minutes

Faculty Assembly Executive Committee  
Friday, April 21, 2023, 3:00 pm  
Science Hall Conference Room

1. Call to Order
  - *The meeting was called to order at 3:01 pm by Dr. Jay Badenhoop.*
2. For Approval Minutes of the March 10<sup>th</sup>, 2023, Faculty Executive Assembly Meeting (*Annex 1*)
  - *Approved as distributed as Annex 1.*
3. Report from Campus President Chris Gilmer
  - *Our softball team is going to be first in the region.*
  - *Restructuring information going out in an Email Monday*
  - *Chief of Staff duties will be explained in the Email*
  - *Budget due to Morgantown next Friday. PSC will balance or close to it*
  - *Faculty Equity Workload Proposal-positive conversations with Morgantown to address equity-may not be 4/4 maybe 5/4.*
  - *Intent to Collaborate with 5 colleges. Collaborate with institutional data, grants, marketing where we don't compete*
  - *New Veteran's Advocacy online degree built within BIS and RBA.*
  - *Lavender commencement for LGBTQ+ which Dr. Gilmer will be guest speaker Sunday.*
  - *PSC will be hosting Community Colleges of Appalachia Fall Conference in November at no cost to PSC.*
  - *Society for College and University Planning*
  - *Gates Center will be coming, Dr. Gates has committed. Final meeting will be next week to raise money.*
  - *Checked with Micah about recycling. We will be changing vendors and recycling will be a part of that.*
  - *Recruitment for fall up over last year*
4. Report from Dean of Academic Affairs Phil Douthitt
  - *Non-registered students 360, 64 now registered. Rerun non-registered student report Monday once hold lifted for student with balances \$200-999.*
  - *Appreciation for advising help for the past 2 NSO's. Virtual April 28 NSO cancelled, but schedules have been created and given to students.*
  - *Fall Calendar and Final Exam schedule coming out to faculty next week. MATH 121 and 124 will no longer have common finals.*
  - *Graduation email coming out from Kim Colebank. Graduation will be at 11am on May 6 with shuttle service provided which will make its last run at 10:30am. Faculty will sit in the auditorium by division in rank. There will be a reception afterward.*
  - *Baseball tournament will also be taking place on May 6.*
5. Report from Faculty Assembly Chair Jay Badenhoop
  - *Yearly annual report coming out from Faculty Welfare.*
  - *Promotion and Tenure document will be voted on in sections at Faculty Assembly.*
  - *New ad-hoc committee studying how advising will be handled will continue next year. For now committee recommends leaving it under teaching.*
  - *Maintenance issues with custodial services. Memo sent to Micah and Dr. Gilmer with not much improvement.*
  - *May 3 meeting with administration over computers being replaced in the classroom with docking stations.*
  - *Questions over eligibility of CWRC-constitution states majority must be tenured associate*

*professors and the minority tenured assistant professors.*

6. Division Reports
  - a. Applied Science-Heidi (*None*)
  - b. Liberal Arts-Caitlin
    - *Committee on Committees Chair elections should have happened in March. Ganesh will get out soon as a Qualtrics.*
  - c. STEM-Jessie (*None*)
7. Faculty Representative Reports
  - a. WVU Senate (Donna Ballard, MaryBeth Moore, Heidi Samuels)
    - *Graduation rates are up, which is good news, but bad news as well. More students leaving sooner means less tuition income.*
    - *Rob Alsop shared budget info.*
    - *Senate Exec Elections*
    - *Recruitment and Retention*
    - *Curriculum Committee passed*
    - *Teaching and Assessment replacement for SEI's.*
    - *Dr. Leo Johnson new senator.*
  - b. WVU Senate Executive Committee (Heidi Samuels)
    - *Meets Monday*
  - c. ACF Report (Tom Sydow)
    - *Great Teachers Seminar has been approved and has 1 spot open.*
    - *Outstanding Professor Luncheon at Candlewick Inn May 5 at 1pm. Ruth Upton will speak.*
8. New Business (if any)
  - *None*
9. Announcements
  - *Reception for Andrea Schafer*
  - *Stallion from North Carolina was donated to Potomac State valued at \$25,000.*
  - *Caitlyn reminded everyone of the services provided at the Writing Center.*
  - *Jessie O'Quinn will be attending the Lavender reception and cords will be provided to our graduates.*
10. Proposed Faculty Assembly Agenda (*see below*)
  - *Move to delete number 9 and add Election results*
11. Adjournment
  - *Heidi Samuels motioned to adjourn the meeting and Tom Sydow seconded the motion.*