



FACULTY ASSEMBLY MINUTES

October 27th, 2017

I. Call to Order

Chair Ballard called the meeting to order at 3:08pm in Science Room 220.

Faculty Executive Committee Members Present:

Badenhoop, J.	Chisholm, S.	Vogtman, J.
Ballard, D.	Johnson-Olin, M.	Wilcox, G.

Voting Members Present:

Arjel, K.	Julian, C.	Miller, J.	Schafer, D.
Bane, L.	Lawrence, C.	Oberlechner, S.	Snider, C.
Cheves, R.	Martini, M.	Petersen, R.	Upton, R.
Falkowski, H.	Meadows, Y.	Saifi, M.	Weaver, A.
Gilbert, J.	Mehra, D.	Samuels, H.	Westfall, K.
Huffman, V.	Merrifield, J.	Schafer, A.	Whitacre, K.

Voting Members Excused:

Little, D.	Pritts, C.
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Voting Members Absent:

Armentrout, D.	Cunningham, E.	Kline, V.	Plitnik, B.
Armstrong, C.	Douthitt, P. Goff,	Matlick, D.	Starcher, S.
Beck Roth, S.	N. Hudgins, C.	Moore, K.	Stone, J. Sydow,
Butcher, A.	Hunt, R.	Moore, M.	T. Walker, A.
Chandler, N.	Jones, J.	Ninesteel, J.	Vandenberg, M.

Non-Voting Members Present:

Ochoa, G.

Guests:

Artimez, D.	Campbell, A.	Wilson, D.
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2. Dr. Julian moved for the approval of the minutes from the September 29, 2017, Faculty Assembly Meeting (*Annex 1*). Motion Carried.

3. Dean Ochoa reported the following:

- No information to report from President Orlikoff.
- Introduced the new secretary to the staff, Kay Jones.
- Student Enrollment & Success Plan (*Annex 5*)
 - In June of 2017, the first action plan was put into place and has since been met. This was done by the hiring of a new professional advisor, Bruce Liller.
 - Other objectives include increasing second year retention for at-risk students.
 - All advisors are being asked to use academic tools while advising students.

4. Chair Ballard reported the following

- Welcomed the faculty to registration period for spring of 2018.
- Thanked all faculty members who work as club advisors for student clubs on WVU PSC campus.
 - Received a letter from Mike Lynch, Director of Resident's Life. The program, Resident's Life "Diner" Series, was created to foster a relationship that focuses on a student/faculty member relationship beyond the classroom. If any member of faculty is interested, please contact Mike Lynch to set up a dinner in the Heritage Room. (*Annex 6*)
- Emails from PSC Faculty List Serve are safe. Please open these emails, read them, and respond as requested.

5. WVU Senate Report

Senator Johnson-Olin and Wilcox reported the following

- Provost McConnell reported that a conducted survey revealed two ways that could aid in student retention:
 - Students would like to see a winter term added to the academic calendar.
 - Students would like to see more employment opportunities, so that they can stay on-campus for 12 months for their leases, instead of having to go home.
- Provost McConnell also encourages faculty to engage with students who are showing signs of depression or disengagement. All necessary information on mental-health and assisting programs should be provided to students.
- The Associate Provost Office of Undergraduate Education is creating a position to hire an expert in Academic Dishonesty. This individual will be working with all WVU campuses on extreme cases of academic dishonesty.
- A reception for Humanities was held on September 30, 2017. This reception stressed the importance of Humanities and how marketable they are.
- Faculty Senate Committee reported that faculty will have the option to open e-campus classes three days before courses begin.
- Chair Valenti reported changes to the Spring Academic 2018 Calendar. They are as followed:
 - *Last Day of Classes*: April 27th, 2018.
 - *Final Examination Week*: April 30th, 2018.
 - *Final Grades Due at 12:00pm*: May 7th, 2018.
 - *Primary Election Day (University Closed)*: May 8th, 2018.
 - *Grades Accessible to Students at 12:00pm*: May 9th, 2018.
 - *Commencement*: May 11th to May 13th, 2018.
 - *Summer Semester Begins*: May 14th, 2018.
- Dr. Utzman, Chair of the Curriculum Committee, moved for approval of a new syllabus statement on campus security. This statement focuses on how to respond to potential threats, such as an active shooter on campus. WVU police are offering online and in-person training on how to handle these scenarios to staff.
- Dr. Utzman also reported that Sports & Adventure Media will be added as a new major at WVU Morgantown.
- Natalie Singh-Corcoran, Chair of the General Education Foundations Committee, reported more GEC-GEF transitional course revisions have been passed.
- A survey conducted by Cris DeBord, Vice President for Talent and Culture, announced the results of the 2016 Cultural Survey. Only 47% of faculty responded. The highest scoring marks were sense of pride from students, as well as student focus. The lowest scoring marks

were faculty recognition, coaching, and feedback. Senator Wilcox stressed for WVU PSC to have a higher participation rate in the ongoing and future surveys conducted.

→ *Full minutes of the October 2nd WVU Faculty Senate Meeting can be found [here](#).*

6. WVU Senate Executive Committee Report

- Professor Merrifield reported that the ad-hoc executive committee on Rules & Policies will be meeting October 30th to discuss faculty feedback and review changes.

7. ACF Report

- ACF Alternate Representative Wilcox reported there are reports of friction with the state due to legislative changes to the HEPC.

8. Spring Calendar

- Chair Ballard went over the changes to the Spring 2018 Academic Calendar (*Annex 2*).

9. Promotion & Tenure Guidelines

- Dr. Chisholm moved to recommit the guidelines to Faculty Welfare for revision to be returned to Faculty Assembly for the December meeting. Motion Carried. (*Annex 3*)

10. Promotion & Tenure Rubric

- Professor Vogtman moved to recommit the rubric to Faculty Welfare for revision to be returned to Faculty Assembly for the December meeting. Motion Carried. (*Annex 4*)

11. Shipper Library

- (*Annex 7*).

12. New Business

- Dr. Chisholm moved to form an ad hoc committee to address the Classroom Evaluation form. Motion Carried.
 - Interested faculty should submit names to Chair Ballard. Faculty Welfare Committee will make the final selections for the committee, and with representation from the Academic Dean's Office and Coordinator of Institutional Effectiveness shall form a committee. The Committee shall elect its own chair from membership at the first meeting.

13. Announcements

- Professor Weaver's class is hosting a holiday gift drive. (*Annex 8*)
- Dr. Badenhop offered to present the "exam-wrapper" method for development.
- The PSC Haunted Farm is from 8:00pm-12:00am this weekend.
- There will be line dancing classes on November 9th and November 30th from 6:00-9:30pm.
- The library is hosting the Festival of the Forts this upcoming weekend.
- There is a Business Fundamental Workshop open to all faculty and students hosted by Lindsay Teats in the Small Business Development Center.
- Support for current and past members of the Faculty Welfare Committee who have worked hard on the promotion and tenure documents.
- Professor Tom Sydow is the celebrity chef at the Candlewick Inn this upcoming weekend. A percentage of all proceeds go to charity.
- The Social Justice Food Drive has donation boxes set up around campus. This supports the local pantries.

- There will be a viewing of the Heroin(e) documentary on October 30th at 7:00pm in the library. Judge Kehler (featured in the film) will be on campus next weekend for the Criminal Justice Club event.
- PSCSmoothSummerDaze won the Congress Champion Youth Weaning Filly of 2017 award at the All American Quarter Horse Congress in Columbus, Ohio.
- The Alumni Association had a successful event. They would like feedback for new programs, ideas, and future speakers for upcoming Alumni events. Alumni nominations are also available online.

14. Adjournment

The meeting adjourned at 4:23pm to reconvene November 17, 2017.

-Kay Jones

Faculty Assembly Administrative Secretary