

Faculty Assembly

Minutes

September 26, 2018

The Faculty Assembly meeting of WVU-Potomac State College was called to order at 3:06pm by Chair Chisholm in Science Room 220.

Voting Members Present

Armentrout, D.	Haich, N.	Oberlechner, S.
Badenhoop, J.	Hudgins, C.	Petersen, R.
Bane, L.	Jones, J.	Pritts, C.
Ballard, D.	Julian, C.	Rawlings, J.
Bello, A.	Lawrence, C.	Schafer, A.
Bridges, C.	Liller, B.	Schafer, D.
Burnett, J.	Martini, M.	Stone, J.
Chisholm, S.	Meadows, Y.	Sydow, T.
Cheves, R.	Mehra, D.	Weaver, A.
Frazier, V.	Moore, M.	Whitacre, K.
Garcia Martinez, N.	Morgart, J.	Wilcox, G.

Voting Members Absent

Arjel, K.	Huffman, V.	Plitnik, B.
Beck Roth, S.	Kline, V.	Saifi, M.
Chandler, N.	Lessard, D.	Samuels, H.
Cunningham, E.	Little, D.	Upton, R.
Douthitt, P.	Merrifield, J.	
Goff, N.	Miller, J.	

Non-Voting Members Present

Ochoa, G.	Orlikhoff, J.
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Guests Present

Shapiro, A.	Little, B.
Taylor, L.	Shultz, T.

Dr. Julian moved for the approval of the minutes of the August 31, 2018 Faculty Assembly meeting. **Motion Carried.**

President Orlikoff reported the following:

- The new compensation plan will take effect on Monday, October 1, 2018. Those who received compensation raises should see this reflected on the October 26, 2018 pay cycle. We had a 3.4% pool of money based on salary to work with; for employees who received an evaluation of satisfactory and above, or valuable performer and above, they received at least a 2% increase in salary. There were also merit opportunities and market adjustments.
- WVU-Potomac State College has named Carol Combs as the Acting Executive Director of Finance & Operations. She will start Monday, October 1, 2018. She plans to hold the position until it is filled. The search will be opened in January or February of 2019.
- The national accreditation visit for the BSN program was last week and it went very well. Results will be announced at a later date.
- Presented at the Extension annual retreat, which went well. There are agents in all 55 counties in West Virginia, therefore reaching out to these agents is great potential for WVU-Potomac State College.

- WVU-PSC has hired a new Facilities Manager. Mark Tyler will begin his new position on October 8, 2018. He reports to Mike Simpson, who reports to Carol Combs.

- Tricia Shultz, spoke on behalf of President Orlikhoff about the phishing emails that are out. One key note to remember is that WVU will never ask you to validate your credentials. Look in the bottom left hand corner to validate the email. If it is not the (@mail.wvu.edu) email ending, it is not valid.. If you have any questions, please contact Tricia for more information.

Dean Ochoa reported the following:

- Midterm grades are due Thursday, October 4 by 12:00pm.
- Faculty Leadership Fellow positions were chosen as follows:
 - Adult Online Education: Dr. Heidi Samuels
 - Assessment: Dr. Vicki Huffman
 - Advising: Dr. Sheri Chisholm
- Early Alerts: All divisions are getting pizza parties for participating. The two divisions that had 100% will be splitting \$1,000 for division needs.
- Assessment & Evaluation search has failed. Therefore, Dr. Vicki Huffman will now be our representative on WVU Assessment Council.
- Thank everyone for support with retention efforts.

Faculty Assembly Chair Chisholm reported the following:

- MyExpense Training is being rescheduled tentatively in November.
- Faculty Development Grants:
 - There were two type-A grants that support the faculty that were fully funded: The Great Teachers & I-Serve.
 - There were thirteen type-B grants funded for individual faculty development. Out of the pool of money available, the \$370 grant was funded fully, while the other twelve will receive \$385.83. The Faculty Welfare Committee just finished calculating these results. Letters will be sent out to those receiving these grants soon.

Faculty Representative Reports:

- Dr. Ballard reported the following from the September 10, 2018 WVU Faculty Senate meeting:
 - President Gee reported the following:
 - In the past five years, the number of honor students has increased from 300 to 1,020.
 - The Blue-Ribbon Commission, which focuses on the future of West Virginia's higher education, has concerns on the current educational system. They believe the current system is broken. They identified the three main needs for our system as a new governance structure, a policy commission focused on local institutions, and better funding for higher education.
 - There has been improvement in WVU-Morgantown's Greek Life.
 - Stressed the importance of WVU donors. The goal is to be at \$2 million per year.
 - Provost McConnell reported the following:
 - Thanked everyone for their involvement with the Campus Read, which was Station Eleven by Emily St. John Mandel.
 - The Provost Office has been rearranged. Provost Campbell will focus on retention, whereas Vice Provost Paul Kreider will now focus on undergraduate education.
 - Many WVU faculty members have received National Awards.
 - Provost Kreider reported the following:
 - The new campaign to increase tuition payment was successful.
 - Chair Houser reported the following:
 - Chad Proudfoot, WVU Senate Parliamentarian and Faculty Secretary, will be leaving WVU to accept a job at another institution.
 - E-Campus courses can now be open when faculty consents.
 - Cris DeBord, Vice President for Talent and Culture, went over the results of the 2016-2017 Culture Surveys. There was 72% faculty participation from WVU-PSC. The new survey should be out around October 1.
 - BOG reported the budget was approved. Rule 5.1 was approved. 5.2, 5.3, 5.4 rules for comment. Approved a new dorm for Beckley campus.
 - Announced that they have approved as well as language clarifications in constitution update.
 - Full minutes of the September 10 meeting, and annexes, can be found [here](#).

- WVU Senate Executive Committee:
 - A campus carry bill will more than likely be proposed again this year.
 - Veteran's Affairs is now located in the Provost office with Jerry Wood as the director.
 - Thomas Patrick, J.D. has retired as the university ombudsman.
 - The Provost Office is doing a study on the 20% of freshmen who are not retained each year.
 - The State of the University Address is Monday, October 8, 2018 from 3:15pm-4:30pm in the Erikson Alumni Center.
 - BTECH 405 and English 286 will be voted on by the October Faculty Senate meeting on October 8.
- Full minutes of the September 24 meeting can be found [here](#).
- ACF Report:
 - No report.

Committee on Committee:

- Chair Vogtman put forward the Committee Chair Election Guidelines (*Annex 2*) to be approved by the Faculty Assembly. Dr. Julian moved for approval. **Motion Carried.**

Instructional Programs Committee:

- CIS 235 has been deactivated to follow suite with WVU-Morgantown. Due to this deactivation, CIS 245 will have CIS 235 removed as a pre-requisite. Dr. Badenhoop moved for approval of both changes. **Motion Carried.**

New Business:

- Dr Mehra questioned why parts of the May 10, 2018, Faculty Assembly minutes were missing. It was explained that the section in question was not part of the Assembly meeting, but part of the Open Forum. As Open Forums are an opportunity for discussion and a free exchange of ideas, minutes are not kept.
- President Orlikoff offered clarification on WVU-PSC workloads vs WVU-Morgantown workloads. Faculty at WVU-PSC are teaching first faculty and, as such, are not held to the same research standards as WVU-Morgantown.
- Dr Mehra urged faculty not to participate in the pizza parties at the Division Meetings in October. He instead urged faculty to donate the pizza to the Keyser Food Bank.

Shipper Library: (*Annex 3*)

Announcements:

- Vice Provost Paul Kreider and Mark Gavin were on campus this week to have a conversation.
- The STEM festival will be March 30, 2019 from 12:00pm-4:00pm.
- October 11 is the Mineral County Day of Caring & Sharing from 8:00am-12:00pm.
- The Tuesday of Spring Break Mineral County Science Fair on Campus. Dr. Badenhoop is looking for speakers—can be from any division with a topic related to science.
- Thanked Beth Little and Lucas Taylor for joining the meeting.
- Voter Registration on October 9th and 10th.
- On October 10, there is a Commuter Social and Cyber Club bake-sale in Davis Conference Center.
- Nursing Pledge Ceremony will be October 8. The students will be on Church McKee's steps for photos from 5:00pm-5:30pm. The ceremony will be 5:30pm-6:15pm with light refreshments afterwards. They sign a pledge book to commit to their professionalism.

Adjournment:

- Jeff Jones moved for the meeting to be adjourned at 3:51pm. **Motion Carried.**