

Faculty Assembly

Minutes

November 22, 2019

The Faculty Assembly meeting of WVU-Potomac State College was called to order at 3:01 pm by Chair Ballard in Science Room 220.

Voting Members Present

Badenhoop, J.
Ballard, D.
Bridges, C.
Burnett, J.
Cheves, R.
Frazier, V.
Ghimire, G.
Huffman, V.

Martini, M.
Moore, M.
Oberlechner, S.
O'Quinn, J.
Plitnik, B.
Pritts, C.
Rawlings, J.
Saifi, M.

Smouse, K.
Stone, J.
Upton, R.
Vogtman, J.
Weaver, A.
Whitacre, K.
Wilcox, G.

Voting Members Absent

Arjel, K.
Armentrout, D.
Chisholm, S.
Cunningham, E.
Del Signore, R.
Douthitt, P.
Garcia Martinez, N.
Hudgins, C.

Jones, J.
Lawrence, C.
Lessard, D.
Liller, B.
Little, D.
Meadows, Y.
Morgart, J.
Mullins, M.

Petersen, R.
Poole, J.
Samuels, H.
Schafer, A.
Schafer, D.
Van Vranken, N.

Non-Voting Members Present

Ochoa, G.
Orlikoff, J.

Guests of Faculty Assembly

Little, B.
Taylor, L.

Professor Frazier moved for approval of the minutes (*Annex 1*) from the October 25, 2019 faculty assembly. **Motion Carried.**

President Orlikoff reported the following:

- Dr. Keri Whitacre has been named Director of Development. She officially started on 15 November but will finish out her teaching duties for the Fall Semester. She has 10 years of experience in nonprofits, 5 years of experience in sales, and is a PSC graduate.
- Search for Executive Director of Finance and Operations will start soon
- HR partner will be hired for our campus in mid-January
- Senator Shelly Moore Capito is excited to visit our campus
- Carpenters apprenticeship AAS program is set to start soon. If program is successful it will expand to include other apprenticeships and 500 to 700 students.
- WV Invests has students in 23 of our programs, with 60 students taking part.
- Potomac State College's Culinary and Hospitality AAS program will be offered on WVU Tech's campus.
- The next campus town hall will feature a new way to submit anonymous questions, a question box located at the service desk.

- Dr. Gerry Wilcox will be PSC's representative on the University wide Promotion and Tenure Committee
- Wish all a Great Thanksgiving

Dean Ochoa reported the following:

- Abby Shillingburg, a professional advisor, has started already. Currently she is located in the space behind Norma's desk and is serving as a second advisor for students who received early alerts
- Visiting Equine Faculty search has been approved and received 2 applications already. Current equine instructor and some Ag faculty have been working on revising the curriculum. Students are already showing interest in the revised curriculum
- Kathy Weber is retiring in December, will hire a Librarian Track replacement
- Library Renovation has been approved and is underway
- Approval has been granted for a new Library Director

Faculty Assembly Chair Ballard reported the following:

- CWRC is up and running and reviewing files
- If you have a December file and need assistance with Digital Measures, ask your Chair, a member of CWRC, any senior faculty member
- Volunteers are needed for the late-night breakfast on 10 December
- Any club that wants to have a float in the Keyser Christmas parade on 6 Dec should ask Ginny Stephens who they contact
- Faculty are to opt in for adverse weather and other campus emergencies. Please remember to opt in
- Blackboard Connect is an extra cost and will not be used moving forward in the Spring semester. Please adjust your syllabi to reflect that students will receive only emails, no phone calls or texts
- Currently looking for an Equine Instructor and Staff Librarian
- Always looking for adjunct faculty with 15 graduate credit hours in field, particularly in English and Math

Faculty Representative Reports:

- WVU Senate Report: (*Annex 2*)
→ Full minutes of the November 11, 2019 meeting, and annexes, can be found [here](#).
- WVU Senate Executive Committee:
→ Full minutes of the November 18, 2019 meeting, and annexes, can be found [here](#).

Committee on Committees:

- Dr. Huffman moved to approve Professor Cunningham as Chair of Academic Appeals Committee. **Motion Carried.**

Instructional Programs Committee:

- Dr. Badenhoop moved to approve prefix change from CHPR to HLSC. **Motion Carried.**

New Business:

- None

Announcements:

- Thanked Interim Library Director Stephens for a fantastic job organizing the bus trip to listen to the Campus Read Author. Students really enjoyed it and they had seats up front!
- A new section of Math 124 with co-req has opened
- Life Science Club is sponsoring a Spaghetti Dinner on Saturday. Cost is \$10. Come and support the club.
- Dr. Hudgins had her baby girl on Tuesday, Emily Grace.

Adjournment:

- Professor Vogtman moved for the meeting to be adjourned at 3:25 pm. **Motion Carried.**

/ Joan Vogtman
Faculty Assembly Secretary