

Faculty Executive Committee

Minutes

September 13, 2019

The Faculty Executive Committee meeting of September 13, 2019, was called to order by Chair Ballard at 3:04 pm in the Science Hall Conference Room.

Members Present

Ballard, D.
Chisholm, S.
Frazier, V.

Hudgins, C.
Ochoa, G.
Orlikoff, J.

Pritts, C.
Samuels, H.
Vogtman, J.

Members Absent

Sydow, T.

Dr. Chisholm moved to approve the minutes from the April 12, 2019 meeting. **Motion Carried.**

Dean Ochoa reported the following:

- Semester is off and running as we are four weeks in.
- All issues regarding payment have been resolved at this point. Students should be attending classes.
- Some retention data
 - Enrollment is right around 1300 students
 - Fall to Fall retention improved
 - Still trying to track the students who only attend for one year
- Launch Lab is moving forward. Dave Miller will be the Coordinator for the PSC site. It will be a mobile lab, with the ability to be reconfigured to a mobile classroom.
- Continuing to work with Morgantown and WV State trades unions regarding an apprenticeship program that would have participants graduating with a General Technical AAS degree. PSC would form the academic unit of this partnership.
- Professional Advisor position has been posted. Looking for faculty members to serve on the search committee.

President Orlikoff reported the following:

- Retention is up by 6% overall, with an increase in the third and fourth year students. However, there is a decrease in first year, first time freshmen,
 - Retention of IR fourth ranked students is also up, at 70%
 - IR first rank students were retained at 50%
- State appropriations has increased, partly due to an automatic increase and in part because of the efforts of local delegates
- Pat Kight has been hired as Director of Facilities. Reminder that all work requests need to go through the Facilities Services Desk at fsd.wvu.edu
- Search is ongoing for Director of Development
- Goals for the Year
 - Increase in communication
 - There will be two Town Hall meetings held throughout the year to serve as a chance to update the college community
 - President's Cabinet will meet twice this semester
 - Will attend Dean's Councils or Division Meetings as asked
 - Provost Mary Ann Reed has asked each campus president and dean for 3 goals and a Passion Project
 - Increase enrollment by continuing to work on recruitment and retention efforts
 - Identify programs to actively promote

- Create (or enhance) the positive and welcoming community that we have on campus
- Passion Project is to find funding for a new Science Building

Chair Ballard reported the following:

- Extended a welcome to the new academic year.
- Promoted an open door policy, inviting faculty to stop by with any issues or concerns they might have. Stressed confidentiality for information shared with her.
- Updated on activities from WVU Faculty Welfare committee
 - Much talk over the Tobacco Free policy particularly concerning issues of enforcement and discipline
 - Focus groups will be created to discuss 12 month pay options for 9 month employees
 - Discussion on Childcare needs on all campuses for employees and students
 - Appropriate forms of classroom assessment, particularly on going discussion over eSEIs and inclusion of rude and inappropriate comments. TACO is addressing this with a roll out of new rules and directions for student usage.

Division Reports:

- Applied Sciences:
 - No report.
- Liberal Arts:
 - Late night computer lab access for students has been removed with the creation of the eSports center. Previously students had the option to use the computer lab in UP for computer access after 9 pm. Several options were brainstormed, included extending hours of the Student Union and making use of the State Academy Cadets or a Work Study student to supervise it.
 - Chair Ballard requested that Divisions report any concerns about the internet operation after 9 pm, when the eSports team will be practicing and competing
 - Appreciated the Guidelines on the Self Reflection for the annual file, however, some faculty members expressed concern that it was so late in arriving.
 - Follow up on the inquiry at the October 2018 meeting on the Plaques that were in the entry way of the Administration Building. It was reported that the plaques will be placed on smaller mounts and displayed.
- STEM:
 - Concern over the travel budget allotment. \$700 is not enough to travel to a worthwhile conference yearly.
 - Athletic coaches have not yet communicated schedules with faculty members
 - There is an inconsistency in the appointment and/or hiring of individuals for various academic and/or campus positions. There are positions that require a letter of interest or application such as the Honors Coordinator and Faculty Fellowships and there are positions such as division chair that require the division to elect them and if there are multiple candidates, the candidates are interviewed by the administration. There have been other positions such as the Assessment Coordinator and the recent creation of the Director of Retention Initiatives where appointments have been made with no application process or letter of interest required. In order to find the best person for positions, it is in the best interest of the college to do their due diligence and conduct at the very least an internal search of viable candidates for such positions. Members of the STEM division would propose that when such positions arise that have a course release, and/or a stipend attached, and/or would utilize the skill sets and talents of faculty members, and/or promote individuals to new positions or titles in the area of academics that these positions be advertised using an internal search.

Faculty Representative Reports:

- WVU Faculty Senate meeting:
 - For the full minutes of the September 9, 2019 Senate Minutes please click [here](#).
- WVU Senate Executive Committee:

→ For the full minutes of the August 26, 2019 Senate Executive meeting please click [here](#).

- ACF Report (*Annex 7*)

Instructional Resources:

- Dr. Chisholm presented the 2018-2019 Yearly Report for the Instructional Resource Committee (*Annex 3*).

Instructional Programs:

- Dr. Samuels moved to forward the Intent to Plan to Faculty Assembly. **Motion Carried.**

Committee on Committees:

- Dr. Chisholm moved to forward the slate of candidates for the Academic Standards Committee to Faculty Assembly. (*Annex 3*). **Motion Carried.**

Faculty Assembly Officer Elections:

- Dr. Chisholm moved to forward the slate of candidates and their campaign statements to the Faculty Assembly, (*Annex 4 and 5*). **Motion Carried.**

Faculty Assembly Proposed Agenda Items:

- Dr. Hudgins moved to place Dr. Huffman on the Faculty Assembly agenda for a brief discussion of the CSSEE results. **Motion Carried.**
- Dr. Chisholm moved to place Dr. Chisholm and Dean Taylor on the Faculty Assembly Agenda for a New Integration Conversation. **Motion Carried.**

Faculty Assembly Proposed Agenda Items:

- Professor Pritts moved to approve the amended agenda. **Motion Carried.**

New Business:

- None.

Announcements:

- President's Annual Reception will take place next Friday, 20 September at the conclusion of Faculty Assembly.

Adjournment:

- Secretary Vogtman moved for the meeting to be adjourned at 4:05 pm. **Motion Carried.**

/ Joan Vogtman
Faculty Assembly Secretary