

Minutes

Faculty Assembly Executive Committee

Friday, January 19, 2024

Via ZOOM

- **Call to Order**- Richard Petersen, Chair
- **Approval of Minutes of November 10, 2023- (Annex # 1)**- Minutes were approved as distributed.
- **Report from Campus President Chris Gilmer**
 - Enrollment- Enrollment numbers were recently distributed through email. To date, PSC is thirteen down in head count and six down in FTE. This would be considered statistically level enrollment.
 - Leadership Review Update and Campus Conversation- The Provost Office in Morgantown is assisting with PSC Leadership Team reviews. / The next Campus Conversation will be on Tuesday, January 23 at 4:30 pm in the DCC.
 - Searches- There are three candidates for Director of Development.
 - Academic Transformation- President Gilmer was pleased with faculty input and participation as the process continues.
 - WVU Online- At present, WVU Online is in a process of transition with the resignation of the director. This might impact PSC pilot program. It has been learned that PSC will not receive the enrollment credit for these courses. PSC will, however, receive revenue. President Gilmer will continue to pursue and advocate for this program.
 - Commencement Plans- Suggestions are being sought for spring commencement. Dr. Clay Marsh will serve as speaker.
 - Food Hub Grant- President Gilmer attended Mineral County Day at the Legislation and met with the Commission of Agriculture. It was learned that the delay is due to an issue from the USDA. PSC will submit the grant as soon as the application period opens. He feels optimistic regarding PSC chances to be funded.
 - Marshall University Aviation- The Memorandum of Understanding for the Flight Maintenance Program at the WVU Legal level. Delegate Gary Howell is assisting in moving the program forward.
 - Gates Project- Dr. Gilmer expressed his frustration that the project has been delayed. Dr. Gates is still interested.
 - WVU Day of Giving is planned for March 20. The targets for this year are general scholarships, athletic travel, and the President's discretionary funds.
 - Classes for a Cause- President Gilmer recognized JoAnn Burnett and Diana Nyland for their leadership in the County United Way Fundraiser. He also acknowledged faculty who donated their time.
 - Weather Protocols and Alternatives to Cancel Classes- Dr. Gilmer stated that efforts are made to make weather decisions in a timely manner. He accepted responsibility to a cancelation that was later than anticipated. If the faculty is concerned about the number of classes missed due to weather, he is open to any suggestions. This might include making material available online during a cancelation.
 - Budgets- The state of our present budget has not yet been calculated. Dr. Gilmer is optimistic that a balanced budget is possible.
 - Real Estate and Facilities Update-Catamount Place is in the early stage of bid meetings. The sale would greatly offset any deficits in the budget.
 - Dr. Gilmer responded to a question regarding the deferred maintenance funding. WVU is completing a facilities survey to help prioritize projects. Costs will be

stretched as much as possible for essential items such as roofs. He understands that there are many upgrades on facilities needed.

- **Report from Dean of Academic Affairs Phil Douthitt (Annex 1)**
 - The new professional advisor will begin on Monday, January 22.
 - Fall graduation degrees are confirmed and awarded. Diplomas are coming.
 - Graduation applications are solely online. If a student qualifies for an additional major, it can be added to the application by contacting the Office of Academic Affairs.
 - The 8-week WVU Online program is doing well. Dean Douthitt extended an appreciation to everyone who has worked on the pilot program. It is expected that additional course offerings will be available in the fall. PSC students can be considered for enrollment under certain circumstances. They will still need to complete a Dual Campus Enrollment Form. Dean Douthitt confirmed that Dual Campus Courses are not charged at a higher rate.
 - SLIs are due next week.
 - Grade modifications should be made online only. If an error occurs, faculty should contact the Office of Information Technology for resolution. Paper forms should be used in rare circumstances.
- **Report from Faculty Assembly Chair Richard Petersen**
 - The next meeting for Academic Transformation will be next Thursday. Dr. Petersen will provide an update at the next Faculty Assembly meeting. He announced that more data is coming from the Provost's Office for the self-studies.
 - Changes to the P/T document will be presented at the next Faculty Assembly meeting. Voting on the changes will occur at the February Meeting.
- **Division Reports**
 - a. Applied Science- *no updates*.
 - b. Liberal Arts- *no updates*
 - c. STEM- Representative Jessie O'Quinn raised some concerns shared with her.
 - The copier in Science Hall recently has required some maintenance. There is some confusion as to who is responsible for the maintenance coordination. Dr. Gilmer will research and provide clarification. Dr. Chisholm stated that the process is to complete a ticket through the Office of Information Technology.
 - The faculty has requested an update regarding renovation plans for Science Hall. Dr. Gilmer reported the request for surplus monies for Science Hall was not funded due to a cut from the Governor's Office. Dr. Gilmer understands the importance of the renovations of science facilities and will continue to advocate.
 - The issue regarding cancelation of classes was already addressed.
 - There is concern about the ability to complete Faculty Development due to the status of the Teaching and Learning Commons. A suggestion was made for faculty to apply for development funds to pay for training.
- **Faculty Representative Reports**
 - WVU Senate –Dr. Ballard reported on the most recent meeting. The Teaching and Learning Commons has been divided and disbanded due to costs. The decision was made at the provost level. Tracey Beckley, who has been an advocate for PSC, is no longer involved/ The search for the new WVU President is beginning. / Work has started on the P/T document/ There was a report from the GEF committee. An item was passed to remove 84 courses from the list. Many of the courses have not been taught for three years. PSC has twelve courses on the list. Dr. Ballard will distribute the list to FEC members. She will also research PSC representation on this

committee. / College mergers in Morgantown have recently been announced.

- WVU Senate Executive Committee- Representation to be determined.
- ACF Report- Dr. Martini attended the meeting held earlier today. She will be contacting those on campus who might be effective by anti-DEI legislation. A report is being compiled. / There is also a report being compiled regarding the financial impact of increased PEIA rates/ Another issue was raised that Dr. Martini will be researching. WV ROCKS would like online courses from other institutions to be made available to their students.
- **Institutional Programs**—Dr. Chisholm reviewed the proposed program changes (Annex # 3). Mia moved to add Instructional Programs to the Faculty Assembly meeting agenda. Donna Ballard seconded the motion. Motion carried.
- **Proposed Faculty Assembly Agenda** – Donna Ballard moved to accept the proposed Faculty Assembly agenda as distributed with added Jessie O’Quinn as a Faculty Senate Representative. Jessie O’Quinn seconded the motion. Motion carried.
- **New Business-**
 - Dr. Chisholm charged Chair Dr. Petersen with pursuing a replacement for PSC representative to the WVU Senate Executive Committee to replace Dr. Johnson’s position. Dr. Petersen will contact WVU personnel.
 - Dr. Badenhop announced the Science Fair will be held on campus on February 13. He is seeking volunteers to serve as judges or presenters.
- **Announcements-**
 - Faculty Secretary Molly Alvaro announced that she has been working with Chris Hess to update the Faculty Executive Committee and Faculty Assembly pages on the PSC website.
- **Adjournment-** A motion was made for adjournment.
 - Jessie O’Quinn made the motion.
 - Mia Martini seconded the motion.
 - Motion carried.