



West Virginia University
POTOMAC STATE COLLEGE

The Faculty Executive Committee

Minutes
Friday, October 13th 2017

1. Chair Ballard called the meeting to order at 3:07 pm in the Science Hall Conference Room.

Members Present

Ballard, D.	Johnson-Olin, M.	Sydow, T.
Badenhoop, J.	Jones, J.	Wilcox, G.
Chisholm, S.	Ochoa, G.	
Golf, N.	Orlikoff, G.	

Members Absent

Pritts, C.	Vandenberg, M.	Vogtman, J.
------------	----------------	-------------

2. Chair Ballard introduced the new administrative secretary for the Faculty Executive Committee and Faculty Assembly meetings, Kay Jones.
3. Professor Jones moved for approval of the FEC Minutes from September 15th 2017. (*Annex 1*).
Motion Carried.
4. President Orlikoff presented the following:
 - State Board of Nursing approved the BSN program for PSC campus.
 - Construction on the Kelly Complex Center, where the Nursing Program will be located, is moving along.
 - Convened the CWRC, so will be moving into the evaluation cycle.
 - Professor Jones was elected as the Chair of CWRC.
 - Preferred Name Policy is in effect.
 - A student can change his/her name due to gender transitioning, or if they are international.
 - Student can go to Enrollment Services and ask for Preferred Name Form.
 - The student can only change their first name using this form, unless they legally change their last name.
 - The campus is furthering discussions about a science building with WVU Morgantown.
 - Next Board of Governor's meeting is on Oct 26th and Oct 27th.
 - The meeting on the 26th is a subcommittee meeting for the regional campuses. They are asking for faculty and staff to share two to three issues that the campus is facing.
 - Ideas such as finances, enrollment, renovations, competition, and deferred maintenance were discussed.
 - The Board of Governors is currently discussing the topic of salary.

5. Dean Ochoa reported the following:

- Thanked all who attended and helped prepare the homecoming events and the dedication to the Starcher, Gustafson, and Malone complex and farms.
- Expressed interest in wanting to video award winner's presentations in the future.
- Overseeing Enrollment Retention Program.
- A new science tutor will be hired within the next week, so Jennifer Jones can devote her time as the newly appointed Academic Success Center Coordinator.
- Attended West Virginia's Association of Academic Affairs Meeting:
 - ACUE Training at PSC data will be accessible to Dean Ochoa to see effects on retention.
 - Have a representative from the ACUE Training present a demonstration during the next Faculty Assembly meeting. Prefers the training method of "exam wrapper" to be demonstrated. Will ask Yelena to add time on next meeting to do so.
 - Expressed it to be one of the best faculty development programs he's ever witnessed.

6. Chair Ballard reported the following:

- Expressed happiness with Homecoming events. They were fun and a good time for students and faculty.
 - Moving forward, faculty involvement in homecoming events is important.
- Thanked Mindy Walls, President Orlikoff, and Dean Ochoa for extending the deadline on the IDEA Fellows.
 - Encouraged individual faculty to develop entrepreneur-type courses.
 - President Orlikoff added that this program incorporates a growth mindset and a "thinking-outside-of-the box" way of critical thinking into the curriculum.
 - There are currently five or six classes offered with the entrepreneurship tag.

7. Division Reports

- Applied Sciences:
 - Applied Sciences Division met at 8:00am.
 - Discussed the Harmonization process. Also, the Division is designing some things with DegreeWorks that include pre-requisites from the catalog.
 - Also discussed Pathway transitions with WVU Morgantown.
 - Reinstating the Hospitality & Tourism Program.
- STEM had no official report.
- Liberal Arts Division Representative reported the following:
 - The division has been meeting mostly through emails and announcements.
 - Some faculty has been having issues with disruptive students.
 - Dean Ochoa explained, in detail, the problem with these specific students.
 - The Code of Conduct was reviewed, and Dean Ochoa and President Orlikoff allowed the faculty to remove the students from their classrooms.
 - These students still had to find alternative methods to complete their coursework.
 - Current policy states that police can be notified by faculty if needed to remove students from classrooms.

- President Orlikoff and Dean Ochoa mentioned that the Academic Policy, chaired by Paul Kreider, is currently under review and is being re-written to address issues like this.

8. Senators Johnson-Olin, Goff, and Wilcox reported the following:

- From the Senate Meeting:
 - Provost McConnell reported that a conducted student survey revealed two ways that could aid in retention.
 - Students would like to see a winter term added to the semester calendar.
 - Students would like to see more employment opportunities, so that they can stay on campus 12 months for their leases instead of having to go home.
 - Provost McConnell also encouraged faculty to engage with students who are showing signs of depressing or disengagement. Information should be passed on about our mental aid programs.
 - 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 where academic dishonesty is present.
 - There was a reception on September 30th for Humanities. At this meeting, it was discussed how Humanities are just as marketable as classes such as Communication.
 - Chair Valenti reported changes to the Spring Academic 2018 Calendar. They are as followed:
 - Friday, April 27th—Las Day of Classes
 - Monday, April 30th-Friday, May 4th—Final Examination Week
 - Monday, May 7th—Final Grades Due at 12:00pm.
 - Tuesday, May 8th—Primary Election Day Recess: University Closed
 - Wednesday, May 9th—Grades viewable to students at 12:00pm.
 - Friday, Saturday, and Sunday (May 11th-May 13th)—Commencement
 - Monday, May 14th—Summer Semester Begins
 - Dr. Utzman, Chair of the Curriculum Committee reports that Sports and Adventure Media will be a new major program added.
 - Natalie Singh-Corcoran, Chair of the General Education Foundations Committee, reported more GEC-GEF transition course revisions have been passed.
 - Reported on Board of Governor’s Rulemaking:
 - CB Wilson is leading the faculty side and Paul Kreider is leading the academic side.
 - Faculty side is looking at 8 different policies. Campus conversations discussing these faculty rules are scheduled at the following:
 - October 11th at the Law School between 3:00-5:00pm.
 - Oct 17th at the Mountain Lair with no time decided yet
 - Oct 25th at Health and Sciences with no time decided yet
 - Plan is to present these rules at the BoG meeting February 16, 2018 meeting followed by public comment. Looking at final approval on April 20, 2018.
 - Faculty Senate Executive Committee recommended having e-campus open and available three days before courses start.
 - Instructors can control when course information is released by selecting adaptive release in control settings.

- Dr. Utzman, Chair of the Curriculum Committee, also passed a new syllabus statement on campus security. This statement focuses on how to respond to potential threats, such as active shooters or other suspicious activities. WVU Police are offering online and in-person training on how to handle these scenarios.
- Cris DeBord, Vice President for Talent and Culture, announced the results of the 2016 Cultural Survey. Only 47% of the faculty responded. The highest scoring marks were sense of pride, and student focus. The lowest scores were faculty recognition, coaching, and feedback.
- President Orlikoff commended our Senators for their activity, involvement, and communication.

Full minutes of the October 2nd Senate meeting can be found at:

<https://facultysenate.wvu.edu/files/d/ab3ad2f3-a9f5-4c73-b8d2-3e7192251389/oct2017senateminutes.pdf>

- Senate Executive Committee reported the following:
 - Professor Merrifield reported via email that the SEC has not met.
- ACF Report:
 - Professor Sydow reported on the Freedom Bills.
 - One bill removes WVU and Marshall from the HEPC (Higher Education Policy Commission).
 - The other bill removes WVU's obligation to fund HEPC. There was a 1.5% tax that comes from student tuition that WVU no longer has to pay. WVU was paying close to 5 million.
 - The result of the Freedom Bills is having legislatives adjust codes for having lost funds, HARA funds.
 - Reported hostility at meetings due to WVU being freed from HEPC oversight.
 - Roy Nutter, ACF representative from WVU Morgantown, questions current status due to changes with HEPC.
 - Great Teacher Seminar is to be held June 18-21, 2018 in North Bend State Park.

9. Spring Calendar:

- Celebrate Event in Morgantown moved to May 9th, 2018 so the following modifications to select meetings were made:
 - Great Teachers will be held at the Candlewyck Inn May 4, 2018 from 3:00-5:00pm.
 - Faculty Development will be held May 4, 2018 from 9:00-2:30pm.
 - Grades Due at 12:00pm on May 7, 2018.

10. Chair Ballard moved for approval of Annex 2, Promotion and Tenure Guidelines. Motion carried.

11. Chair Ballard moved for approval of Annex 3, Promotion and Tenure Rubric. Motion carried.

12. Chair Ballard moved for approval of the Proposed Faculty Assembly Agenda. Motion carried.

13. New Business: None.

14. Announcements:

- Frasure-Singleton Internship offers students a chance to work with senators or legislatives for one week. This is offered to full-time sophomores, juniors, and seniors with a 3.0 GPA and at least one political science class in their background. WVU PSC has one guaranteed spot to go annually. Applications are available with all department chairs.
- The Criminal Justice Conference will be held at WVU PSC from November 2 to November 3. There will be competitions with students and mock crime scenes for students to analyze. Keynote speakers are currently Dara Dunkin, a diplomat of the U.S State Dept., and Judge Keller from Cabell County to speak on the heroin issue. Bruce Liller will speak to mental health. The U.S attorney office is coming down to do a roleplaying stimulation on how it's like for incarcerated individuals to be released back into the outside world.
- New spirit wear will be available for faculty to purchase and wear. There will be polo fleeces and dress shirts added to the website to purchase.

15. The meeting adjourned at 4:09pm to reconvene on Friday, November 11th 2017.

Kay Jones

Faculty Executive Committee Administrative Secretary