



**Minutes  
Faculty  
Assembly  
Friday, January 26, 2024  
Science Hall 220**

- 1. Call to Order**
- 2. Approval Minutes of December 1, 2023, Faculty Assembly Meeting (Annex 1)-** *Approved as distributed.*
- 3. Report from Campus President Chris Gilmer (Annex 2)**
  - The regular report from the President was distributed in advance of the meeting.
  - Dr. Gilmer read a prepared statement. He will be transitioning to a new position within the WVU system as of March 15, 2024. There will be additional updates regarding leadership forthcoming.
- 4. Report from Dean of Academic Affairs Phil Douthitt**
  - Sarah Cross is the new professional advisor.
  - Jayne Gilbert wishes to thank everyone for their participation in her Faculty Development Day Presentation.
  - Jayne Gilbert and Abby Shillingburg are presenting Project 168 initiative. They are willing to make class presentations.
  - All fall graduates have been confirmed. Diplomas have been mailed. If a graduate needs a transcript, a request can be made. They are eligible to walk at Commencement in May.
  - Graduation candidates need to submit their application online. Advisors are encouraged to meet with potential graduates to ensure all requirements have been met. Graduates need 60 hours for an Associate Degree or 120 hours for a Bachelor's Degree and achieved a 2.0 GPA.
  - Spring Commencement will be held on May 4, 2024, at 11:00 am.
  - Online WVU courses must meet standards listed on the online checklist before the course can be offered. A dual campus form is needed for an PSC student to enroll, however, only special circumstances can be considered at this time. The WVU Online Office is presently under leadership transition. There should be no direct effect on the PSC pilot program.
  - Grade modifications should only be submitted through the online form. Paper can be used if ITS cannot resolve the technical issue.
  - The Academic Calendar has been approved for 2024-2025. There is a proposal for the 2025-2026 to include a Monday semester start date. The committee is looking for feedback. Please send any comments to Dean Douthitt.
  - There are 80 courses considered for GEF deactivation. Most of the courses

have not been taught for years. There are a few PSC courses listed. An appeal can be made for reconsideration.

- Dean Douthitt is recommending that students in the Bachelor's Degree programs enroll in general education electives in the first two years. This will assist with any confusion when entering their last two years due to Course Plan constraints.
- When a student is transferring in, having already obtained an associate degree, the GEFs will be considered met. This will assist students with flexibility and transferability. There are new considerations for AAS programs. There will be additional information coming and faculty input will be requested.
- Dean Douthitt has overload forms to be signed by faculty.
- Dean Douthitt extended his appreciation to everyone who has assisted with reviewing the data for the self-study programs.
- PSC will learn more about Interim Leadership next week.

#### **5. Report from Faculty Assembly Chair Richard Petersen**

- There was a brief Academic Transformation meeting. Dr. Petersen distributed a review through email earlier in the week. Chris Hess is working on AT website. The site will be like WVU Tech's site.
- Outstanding Professor nominations will begin on February 5 and close on March 8. A ballot box will be available at the service desk. The Library Professional Staff volunteered to make online balloting available.
- There was a question from the floor regarding the Online GEF Academic Transformation committee. As the WVU Office is in transition, it was asked that the Online Committee be suspended. Dean Douthitt has interpreted this as a brief suspension. Chair Petersen has been charged to obtain clarification regarding possibilities for deadline adjustment for Academic Transformation and/or Committees.

#### **6. Faculty Representative Reports**

- **WVU Senate** – Dr. Ballard reported that Senate is preparing for search for WVU President in anticipation of President Gee's retirement. / Consideration are being made to revisions in the P/T document. / GEF deactivation (discussed earlier)/ Student Services are being realigned with the dismantling of the TLC/The new colleges have been recently named/ There are some questions about the continuation of ACUE faculty development training that was provided by TLC in the past.
- **WVU Executive Senate**- Dr. Jessie O'Quinn will serve as PSC representative. Her first meeting will be February 26<sup>th</sup>.
- **ACF Report** –Dr. Martini provided some background information about the purpose and charge of ACF. The function is to serve as a faculty voice to the WV Legislation. Recently an email was sent to gain faculty input on the potential impact of anti-DEI legislation.

#### **7. Instructional Programs- Sheri Chisholm**

- The list of changes was presented to the Assembly (**Annex 3**)
  - ✓ Dr. Martini moved to remove, "Academic Transformation Committee" statement from the proposed changes. Joan

Vogtman seconded the motion. There was no discussion. A vote was taken. The motion carried.

- ✓ Dr. Samuels moved to approve the list of courses with the amended changes. Joan Vogtman seconded the motion. There was no discussion. The motion carried.

#### **8. P/T Document Review**

- Dr. Petersen reviewed the faculty ballot regarding proposed changes to the P/T document. The faculty assembly will vote in February.

#### **9. New Business**

- Andrea Schafer moved to make a statement, “. “I move the WVU PSC Faculty Assembly send a statement in opposition to any legislation that might limit the impact of DEI initiatives in our state.”

- ✓ Don Schafer seconded the motion. There was some discussion.

Dr. Martini moved to amend the statement to “The WVU-Potomac State College Faculty Assembly opposes any legislation or efforts that would inhibit diversity, equity, and inclusion; limit academic freedom; or limit access to materials that support diverse perspectives related to academic freedom and open discussion.

- ✓ Joan Vogtman seconded the motion to accept the amended motion. A call the question was made. The vote was taken. The motion was carried to accept the amended statement.

- ✓ A motion was made by Dr. Ballard to send the statement as amended. Dr. O’Quinn seconded the motion. A vote was taken. The motion carried to send the statement as amended.

- Nick Gardner announced that art is on display from Faculty in the Library. The gallery will be open February 7. Additional work will be accepted.
- Dr. Badenhoop made a request for volunteers to assist with the Science Fair to be held on February 13<sup>th</sup>.
- Dr. Hudgins announced the Writing Center is open for students.

#### **10. Adjournment**

- A motion was made to adjourn by Joan Vogtman. Dr. Martini seconded the motion. The meeting was adjourned.