

Faculty Executive Committee

Minutes

August 17, 2018

The Faculty Executive Committee meeting of August 17, 2018, was called to order by Chair Chisholm at 3:04pm in the Science Hall Conference Room.

Members Present

Ballard, D.
Badenhoop, J.
Chisholm, S.

Goff, N.
Ochoa, G.
Orlikoff, J.

Pritts, C.
Sydow, T.
Vogtman, J.

Members Absent

Jones, J.

Chair Chisholm moved for the approval of the minutes, as distributed, from the April 13, 2018 Faculty Executive Meeting: **Motion Carried.** (*Annex 1*)

President Orlikoff reported the following:

- Welcomed back faculty to the 2018-2019 term.
- Indicated changes of leadership:
 - Sales & Marketing divisions have been put together under the management of Beth Little. She is now known as the Dean of Enrollment Management & University Relations.
 - Student Life & Residential Life have been put together under the management of Lucas Taylor. He is now known as the Acting Dean of Student Experience.
 - Lucas Taylor is continuing on in his previous position as Director of Development and Strategic Initiatives.
 - Bill Letrent has been named WVU-PSC's grant officer.
- Enrollment is steady. There was a small decline, but that is due to the national trend of the 18-year-old pool declining.
- WVU-PSC is working on various new ways of recruiting:
 - Reaching out to areas like metro New Jersey.
 - Encouraging the beauty of the campus and the Appalachia area.
 - Focusing the message on what students can do with their learnings at WVU-PSC.
 - Embrace the fact we are the only WVU campus that has a customizable General Studies associate's degree.
- Compensation Update:
 - All staff and faculty spreadsheets have been reviewed. Any employee who received satisfactory or better, or a valuable performer or better, will automatically receive either a 1.9-2.0% pay increase or \$702 (whichever is greater). This raise will go into effect October 1st and should be seen on paychecks by mid-October.
- The search for Executive Director of Finance and Operations went well. There was an offer made.
- President Orlikoff reported that the WVU-Provost office was reorganized. Paul Krieder will be overseeing the relationship with the campuses.
- WVU-PSC has added WIFI in all residences halls and in the science hall.
- A Board of Governor's code was modified. Individuals can keep fire arms on campus, locked in/on their vehicles, and out of sight. Professor Goff stressed the importance to not ask about the fire arms due to legality issues.

Dean Ochoa reported the following:

- Welcomed back faculty to the 2018-2019 term.
- Retention update:
 - An article on inclusive teaching was sent to all faculty via the list-serve.
 - Jaynie Gilbert has been working diligently on retention with students. Currently working on updating her title position to reflection retention in some way.
- Digital Learning Initiative Grants:
 - Looking at it to ways to encourage digital learning it within each learning discipline. (Ex: Grammarly app to help students work with writing.)
- The search for Coordinator of Assessment and Evaluation has not been successful. The campus will either relaunch the search, or ask a faculty member to attend the WVU Assessment Council and hold an interim position until spring.

Faculty Assembly Chair Chisholm reported the following:

- Passed out Faculty Executive and Faculty Assembly meeting dates. (*Annex 3*)
- Stated goals for Faculty Assembly for the 2018-2019 Academic Year
 - Continue to work on and improve communication between faculty, administration and the campus community
 - Would like to look into a central calendar to schedule meetings for staff, faculty, and students to coordinate various meetings so things do not overlap.
 - Continue to participate in student retention and engagement
 - Work with Acting Dean of Student Experience Taylor for opportunities for faculty to participate in the various student activities on campus and in the dorms
 - Work Bill Letrent on finding grant opportunities to enhance student retention and engagement.
 - Complete revision of Governance Charter and Constitution.
 - Finish the Online Course Policy
 - Finish the Faculty Advising Handbook
 - Continue to Support Faculty Development
 - Have a “Featured Faculty” for each faculty assembly meeting throughout the 2018-2019 academic year.
- Committee Charges
 - Academic Standards Committee to complete the Online Course Policy that was started last year. Chair Ballard should provide a timeline to FEC once a meeting of the committee has taken place
 - Faculty Welfare Committee will be completing the revisions of the Constitution and Governance Charter.
 - Working with Committee and Council Chairs to review their memberships and charges and submit and revisions to FW by 1 November. Plan on bringing the draft to FA either in November or January.
 - Faculty Welfare Committee will also finish work on the Faculty Advising Handbook. Chair will provide a timeline to FEC once the first meeting has been held.
 - Instructional Programs Committee will continue their work that has been ongoing.
 - Chairs of committees/councils who meet over the Fall semester need to provide letters to any faculty member completing an evaluation file ending on 12/31/2018.

Division Reports:

- Applied Sciences:
 - No report.
- Liberal Arts:
 - There were four new hires for the 2018-2019 year in the Liberal Arts department. Sociology did not find a replacement.
- STEM:
 - No report.

Faculty Representative Reports:

- WVU Senate Report from the June 11, 2018 meeting:
 - President Gee reported the following:
 - Ground was broken on a \$150 million hospital for women and children. It will be serviced through the core hospital, which helped savings compared to a freestanding facility.
 - The School of Public Health received funding from the U.S Department of Health and Human Services to establish a new preventive medical residency program for training individuals looking to serve in the Appalachia area.
 - Board of Governor's voted to increase tuition by 5.7% across all WVU. Although the budget is tight there was a \$43 million reduction over the last three years. While costs continue to go up, they're moderated and financial needs of students are being met thanks to a \$1.2 million fundraising campaign.
 - Provost McConnell reported the following:
 - WVU partnered with a technology company called Revature—which provides coding training. WVU-PSC students have access to this training as well.
 - The strategic plan expires in 2020, so a new one will be planned after all settles in for August.
 - Chair Valenti reported the following:
 - Robert Bastress, Anne Cronin, Lisa Di Bartolomeo, Scott Fleming, Nicklaus Goff, Karen Haines, and Greg Lieving were elected to serve on the 2019-2020 Faculty Senate Executive Committee.
 - The WVU faculty constitution needs updated. The goal is to have revisions ready for a vote following the October WVU-Morgantown faculty assembly meeting.
 - HEPC had a work session on June 13 and a regular meeting on June 22. The regular meeting had a progress report on HEPC higher education funding model. There were 1,300 comments. All but 50 comments were positive.
 - Shared a copy of the 2022-2023 academic calendar.
 - Full minutes, as well as the academic calendar for 2022-2023, can be found [here](#).
- WVU Senate Executive Committee:
 - No report.
- ACF Report: (Reporting from summer retreat)
 - The West Virginia Higher Education Policy Commission has suspended their search for a new chancellor. Dr. Carolyn Long will serve as interim.
 - On July 2, 2018 Governor Jim Justice signed an executive order to create the Blue Ribbon Commission. Dr. Gee (WVU), Dr. Gilbert (Marshall University), and Dr. Boggess (Concord University) all co-chair this commission. The ACF is currently working on finding a faculty member to serve as a voice on this committee.
 - There is optimism about the fiscal outlook for higher education. HERA funds will replace and the state budget looks better than it has in years.
 - Class rates for college Math and English are up since moving to the co-requisite model.
 - The ACF will be focusing on steady funding.
 - Talks about gun initiative and free community college are surfacing.

Faculty Welfare: (Annex 2)

- The Equity Pay Guidelines was put forth before the committee to be voted onto the Faculty Assembly agenda. Chair Chisholm moved for approval: **Motion carried**.

Committee on Committee:

- Committee on Committee reported that the Academic Appeals Committee chair position became vacant due to K. Westfall's resignation. Committee on Committee Chair J. Vogtman put forth Keri Whitacre and Jay Badenhop for a slated vote at Faculty Assembly on August 31, 2018.

Instructional Programs Committee:

- There is a program change to English to insert English 200 within the first two years to keep align with WVU-Morgantown.

Proposed Faculty Assembly Agenda:

- Amended the proposed agenda as follows:
 - Removed Shipper Library in a Minute.
 - Add “Featured Faculty” which will be Yelena Meadows.
 - Committee on Committee—Academic Appeals Chair Vote
- Secretary Vogtman moved for approval of the amended faculty assembly agenda: **Motion Carried.**

New Business:

- The math retesting program ALEKS worked well. 38 students did the program and 28 were successful in testing up into a different math.

Announcements:

- None.

Adjournment:

- Secretary Vogtman for the meeting to be adjourned at 4:04pm. **Motion Carried.**

/ Kay Jones
Administrative Secretary