



## Faculty Assembly Executive Committee Minutes

Friday, November 8, 2024

SCI 104

### In Attendance:

J Badenhop  
J Burnett  
S Chisholm  
D Ballard

P Douthitt  
P Kreider  
J Leverone  
J O'Quinn

B Plitnik  
C Pritts  
J Vogtman

1. Call to Order 3:00 PM
2. Approval Minutes of October 18, 2024 (*Annex 1*) – Motion to approve the minutes as distributed was made by Dr Badenhop, seconded by Interim President Kreider. Motion carried.
3. Administrative Reports
  - a. Campus President's Report – Interim President Kreider
    - i. The Facilities Maintenance report was sent and will go out every other week.
    - ii. The Enrollment Management report will begin 12/10 and go out every other week.
    - iii. Incoming President Dr Wallace has been staying at the President's house. He's getting his family settled in and will be completely moved by 11/21. He will be meeting with Interim President Kreider on Monday, 11/11.
    - iv. Interim President Kreider cannot attend the 11/22 Faculty Assembly. Amy Alton will be there to go over the budget, tuition, expenses, and revenue. We are on target with personnel and below on expenses.
    - v. Dr Badenhop asked about how the new police captain was doing and expressed concern about the safety council not meeting. Interim President Kreider reported no complaints about the new police captain. They had one resignation and are working on replacement. Regarding safety committee issues, Interim President Kreider stated we should let Dr Wallace decide how to proceed with these committees.
  - b. Dean's Report – Dean Douthitt
    - i. Thanked everyone for participation in the Campus President search, and he is excited about the next chapter.
4. Chair Report – Chair Vogtman
  - a. There's a holiday luncheon on Friday, December 13th, and a parade that evening at 6:45 PM.
5. WVU Faculty Senate Report – Dr O'Quinn and Dr Ballard (*Annex 2*)
  - a. Report was read as submitted.

6. WVU Faculty Senate Executive Committee Report – Dr Chisholm
  - a. No report yet. They will be meeting on the 18th, so she will have one for the faculty assembly.
7. ACF Report – Dr Martini
  - a. No report.
8. Division Reports
  - a. Applied Sciences: Prof J Burnett reported that there was one question, “is there an enrollment strategy?” to which Interim President Kreider responded that there is a developing strategy. There is a list of tasks which may have originally been strategic but have evolved over time. Dr Wallace will be working on this.
  - b. Liberal Arts:
    - i. Dr Leverone reports they were wondering about course enrollment minimums, asking what number covers faculty salary. Dean Douthitt responded that while summer can be calculated that way, it's not doable to calculate that for fall and spring. Interim President Kreider stated that in his experience, it is the dean that sets these limits. Dean Douthitt reminded everyone that anything less than 10 needed a documented reason for running. Prof Pritts added that the general education courses have been lowered a little because of the decline in enrollment.
    - ii. Asked about Development Director, Megan Webb. Interim President Kreider stated that she is raising funds and has succeeded in obtaining 50% of the annual goal already. Her position is to focus on gifts of \$50K or more. She also led the 10/26 fundraiser.
    - iii. Asked status of stage curtain; Interim President Kreider said it would be repaired.
  - c. STEM: No report.
9. Committee Reports
  - a. Instructional Programs – Chair Vogtman (*Annex 3*)
    - i. Motion made by Dr Ballard for the proposed program and course changes to be forwarded to Faculty Assembly for approval, seconded by Dr O’Quinn. Dr Chisholm proposed amendment to wording, moved by Prof Badenhop and seconded by Dr O’Quinn. Amendment to the motion carried. Motion to forward the revised Instructional Programs Report made by Prof Badenhop, seconded by Prof J Burnett. Motion carried.
    - ii. Election of a new chair for Instructional Programs is being brought to Faculty Assembly, with nominations being submitted to Prof J Burnett.
  - b. Faculty Welfare – Chair Vogtman
    - i. They plan to discuss the faculty concern about workload issues with Academic Affairs.
10. Proposed Faculty Assembly Agenda
  - a. Discussion of Online Review Committee report being on the agenda. Motion to approve the agenda with Online Review Committee report removed was made by Dr

Badenhoop, seconded by Prof J Burnett. Motion carried. This item may be added before the assembly if provided.

11. New Business

- a. Dr Ballard asked about utility reductions/buildings being partially closed. Interim President Kreider responded that this would be happening during holiday breaks, that buildings would be open to faculty, but the heat would be turned down.

12. Announcements

- a. Dr B Plitnik reminded us that auditions for the spring musical production, Anastasia, are this weekend.

13. Adjournment 3:53 PM