

Faculty Assembly

Minutes

March 22, 2019

The Faculty Assembly meeting of WVU-Potomac State College was called to order at 3:04pm by Chair Elect N. Goff in Science Room 220.

Voting Members Present

Arjel, K.
Armentrout, D.
Badenhoop, J.
Ballard, D.
Bridges, C.
Burnett, J.
Cheves, R.
Douthitt, P.
Frazier, V.
Garcia Martinez, N.
Goff, N.
Haich, N.
Hudgins, C.

Huffman, V.
Julian, C.
Jones, J.
Kline, V.
Liller, B.
Little, D.
Meadows, Y.
Merrifield, J.
Morgart, J.
Oberlechner, S.
Petersen, R.
Pritts, C.
Rawlings, J.

Saifi, M.
Samuels, H.
Schafer, A.
Schafer, D.
Stone, J.
Sydow, T.
Upton, R.
Vogtman, J.
Weaver, A.
Whitacre, K.
Wilcox, G.

Voting Members Absent

Bello, A.
Chandler, N.
Chisholm, S.
Cunningham, E.

Ghamire, G.
Lawrence, C.
Lessard, D.
Martini, M.

Mehra, D.
Miller, J.
Moore, M.
Plitnik, B.

Non-Voting Members Present

Ochoa, G.
Orlikhoff, J.

Guests of Faculty Assembly

Little, B.
Poole, A.
Taylor, L

Dr. Julian moved for approval of the minutes from the February 22, 2019 faculty assembly. **Motion Carried.**

President Orlikoff reported the following:

- Provost Joyce McConnel will be leaving West Virginia University for Colorado State University, where she will serve as president.
- Jerry Woods, Director of the University Center for Veterans, visited WVU-PSC today.
- Chair Chisholm, on behalf of Faculty Welfare committee, asked Dr. Orlikoff to develop guidelines for narrative usage in faculty files.
- There will a survey emailed asking for input on WVU-PSC's purpose statement and revised mission statement.

Dean Ochoa reported the following:

- Two new faculty members have been hired: Jessie O'Quinn in the math department and Trina Perrone in the chemistry department. Interviews for business and sociology positions are happening within the next few weeks.

- The Academic Affairs office reached out to students who had low midterm grades. There were about 200 students. There have been two outreach meetings for students to meet with Dr. Ochoa or Jaynie Gilbert about their grades. There will be one more meeting next week.
- If a student scores below a 2.0 they will be suspended, but there is a chance at an appeal. Dr. Ochoa will be sending out more information on the suspension-appeal process next week.
- NSO schedules will be created soon. There will be a small group of advisors from each division at the NSO.
- Dr. Ochoa is reaching out to faculty for ideas on professional development. Please email him with your ideas.
- Associate Dean Douthitt thanked faculty for graduation applications. As of today, there were 179 applications processed. Last spring there was a total of 188. Also thanked faculty for help on updating advising sheets.

Faculty Assembly Chair-Elect Goff reported the following for Chair Chisholm:

- There were 26 nominations for Outstanding Professor award. Out of those 26, 4 have chosen to do files. There were 5 individuals nominated who were ineligible due to not being full-time tenure-track faculty.
- Thanked faculty who participated in the open-forum on the proposed changes to the College Wide Review Committee.

Faculty Representative Reports:

- WVU Senate Report:
 - A new position was announced for Faculty Ombud's. This position is open to any faculty members and is a 25% FTE commitment. The information is on the WVU website if anyone is interested.
 - The Teaching and Assessment Committee is currently working on looking into the language on the SEIs for the students. The objective is to make students aware that constructive criticism is welcome but abusive language is not.
 - Full minutes of the March 4, 2019 meeting, and annexes, can be found [here](#).
- WVU Senate Executive Committee:
 - WVU's inaugural Research Week will be April 1-5. This will include research produced by WVU community; such as graduate studies, scholarships, etc.
 - Rule 1.4 (Ethics, Conflicts of Interest, and Outside Consulting Arrangements) is effective as of March 1, 2019. This rule does not apply to 9-month faculty appointees when the consultation occurs during their appointment off-time.
 - Rule 1.11 (Information Technology Resources and Governance) and Rule 5.6 (Tobacco and Smoke Free Campus) have both been adopted as well.
 - The Campus Carry bill is gone.
 - Congratulated Dr. Hudgins on becoming the new WVU Senate Executive Representative.
 - Full minutes of the February 25 meeting, and annexes, can be found [here](#).
- ACF Report:
 - Things have been quiet since legislative session ended.
 - The next meeting is mid-April.
 - Great Teachers seminar has one individual attending and there is room for one more person to go (annex).

Instructional Programs Committee:

- Dr. Huffman moved to accept the new course EQST 185. **Motion Carried.**

Faculty Welfare:

- Dr. Samuels moved to postpone the proposed change regarding eligibility to serve on College Wide Review Committee as it appears in the Governance Charter indefinitely. **Motion Carried.**
- Dr. Samuels moved to postpone the proposed change regarding eligibility to serve on College Wide Review Committee as it appears in the Constitution indefinitely. **Motion Carried.**

Committee on Committees:

- Dr. Huffman moved to approve the Chair Slate as distributed to the assembly. **Motion Carried.**

Academic Appeals:

- Dr. Huffman moved to approve Academic Appeals Yearly Committee Report. **Motion Carried.**

Academic Standards:

- Dr. Badenhop moved to approve Academic Standards Yearly Committee Report. **Motion Carried.**

Nominations for Assembly Officers 2019-2020 Academic Year:

- Chair Elect:
 - Dr. Gerald Wilcox
 - Dr. Donna Ballard
- Secretary:
 - Professor Joan Vogtman
- Parliamentarian
 - Professor Cassandra Pritts
- ACF Representative
 - Professor Tom Sydow
- ACF Alternative Representative
 - Professor Nickolas Goff

New Business:

- The open-forum group recommended that Faculty Welfare create guidelines for recusal from the College Wide Review Committee works. Chair Chisholm and Secretary Vogtman recommend that College Wide Review Committee comes up with guidelines.

Announcements:

- The library is looking into developing a Speakers Bureau. If any faculty would like to be a part of it, email Virginia Kline with your area in expertise or personal hobbies, etc.
- Celebrate WVU conference will be May 8.
- Dr. Orlikoff commended faculty who completed AQ training.
- There are two x-l women's jackets for sale at \$32.50.
- On April 5 there will be some trees planted on the front hillside of WVU-PSC. They need volunteers around 1:00-3:00pm.
- WVU-PSC will need 12 mentors for the HSTA forensic science camp happening this June. This is open to college students and is paid.
- April 28 is Recognition Day and the Sigma Phi Omega banquet.
- April 28 is also the Sugar Shack open house at 1:00pm.
- Educated by Tara Westover is the new campus-read.
- STEM festival is March 30.
- April 6 is blood screening sponsored by Circle K.
- This is the last weekend to see the Little Mermaid at Church McKee's Arts Center.
- The Oxfam banquet is April 8 at 5:00pm in Davis Conference Center.

Adjournment:

- Professor Jones moved for the meeting to be adjourned at 3:55pm. **Motion Carried.**

/ Kay Jones
Administrative Secretary