



West Virginia University

POTOMAC STATE COLLEGE

Faculty Assembly

Minutes

March 26, 2021

The Faculty Assembly meeting of WVU-Potomac State College was called to order at 3:00 pm by Chair Wilcox via Zoom.

Voting Members Present

Alvaro, M.
Arjel, K.
Armentrout, D.
Badenhoop, J.
Ballard, D.
Bridges, C.
Burnett, J.
Caudill, S.
Cheves, R.
Chisholm, S.
Cunningham, E.
DelSignore, R.
Douthitt, P.
Frazier, V.

Garcia Martinez, N.
Gardner, N.
Ghimire, G.
Hudgins, C.
Huffman, V.
Lamichhane, R.
Lawrence, C.
Little, D.
Martini, M.
Mitchell, S.
Moore, M.
Morgart, J.
Mullins, M.

Oberlechner, S.
O'Quinn, J.
Petersen, R.
Plitnik, B.
Poole, J.
Pritts, C.
Samuels, H.
Schafer, A.
Schafer, D.
Stone, J.
Sydow, T.
Vogtman, J.
Wilcox, G.

Voting Members Absent

Jones, J.
Lessard, D.
Liller, B.
Saifi, M.
Smouse, K.

Stephens, V.
Upton, R.
Van Vranken, N.
Weaver, A.
Zyga, L

Non-Voting Members Present

Ochoa, G. Orlikoff, J.

Guests of Faculty Assembly

Hart, N. Little, B. Meek, S. Shapiro, A. Taylor, L.

1. Call to Order
 - a. G. Wilcox at 3:00 pm
2. For Approval Minutes of the 26 February 2021 Faculty Assembly Meeting (*Annex 1*)
 - a. Move to approve as corrected V. Frazier
 - b. 2nd H. Samuels
3. Report from Campus President Jennifer Orlikoff
 - a. Spoke with outside consultants re: fundraising. What do we want to say? We change lives, we transform lives. Thank you all for helping our students grow.
 - b. V. Huffman is heading up the Strategic Planning, SWOT teams are reporting. Faculty can be part of listening tours, comment on documents, and so forth.
 - c. All employees have been able to get vaccine if desired. Fantastic, but caution: we are in a liminal phase where we must remain vigilant: continue to mask, distance, and wash hands. Also, remain kind since we don't know what everyone is going through.
 - d. Graduation this year will be at KHS on 5/8.
 - J. Stone raised questions about the strategic plan survey. How to design and is it anonymous? G. Ochoa will answer in his report.
4. Report from Dean of Academic Affairs Greg Ochoa
 - a. Encourage faculty to participate in recruitment and pass on contacts to Enrollment Services. Example: Jeff Jones. We also need to highlight our own stories and successes. Email Enrollment or set up a meeting with them.
 - b. Survey performance evaluation questions. The official 360 through the Provost office, but all admin eligible for it were given the chance to postpone due to the pandemic. That will happen in Spring 2022. Instead, he will partner with another administrator to solicit feedback. Survey could have as few as 3 questions or could have more. He does not want it to be the full review, but only areas to focus on. After the survey, meet with FEC and facilitator to go over responses. Survey will be anonymous. He will then work on an action plan. FEC can see the short, informal survey. The 360 review is only for dean and his supervisor.
5. Report from Faculty Assembly Chair Gerry Wilcox
 - a. Echoes Dr. Orlikoff. Moving forward with exams and registration. We've accomplished so much during a pandemic.
 - b. Question in text: what survey? Dean Ochoa answers: process to review the dean.
6. Faculty Representative Reports
 - a. WVU Senate (Sheri Chisholm, Caitlin Hudgins, Heidi Samuels)
 - C. Hudgins reports that some material is out of date.
 - President Gee reported mainly on campus carry laws under consideration (4 total). Rob Alsop explained that the measures have more support this year. The faculty senate passed a resolution to oppose this. Senate chair provided scripts to contact senators.
 - **Provost Reed**
 - WVU will be holding a summer bootcamp for incoming freshmen to get up to speed, PSC will participate on a smaller scale.
 - Transform This Challenge grants are available now, \$1,500: Be a model of social equity.
 - Vaccine distribution
 - Presentation on financial impact: \$23 million, revenue loss of \$55 million, relief at \$50 million, expenses lowered by \$35 million.
 - New program on Addiction Studies, Dr. Armentrout is our point person
 - SEI guidance is coming re: inappropriate comments.
 - H. Samuels adds: bootcamp is the last 3 weeks of summer. \$75/course
 - b. WVU Senate Executive Committee (Sheri Chisholm)
 - Provost Reed mentioned that campus carry does not seem likely to move out of committee, nor does the income tax change.
 - Relaxing some of the restrictions due to covid, go up to 50% capacity indoors, masked outdoors. Still no travel.
 - 95% midterm grades submission

- Program review process was clarified, assuaged some faculty fears and faculty can respond to BOG. “Scalpel not an axe.” Looking to grow programs that represent our mission. Our metrics at PSC will be individualized and reflect our 2-year role.
 - c. ACF Report (Tom Sydow)
 - Primarily lobbying against campus carry
- 7. Academic Standards
 - a. Yearly Report
 - b. H. Samuels move to accept, V. Huffman 2nd, carried
- 8. Library Committee
 - a. Yearly Report
 - b. S. Chisholm question: Membership error (remove J. Rawlings)
 - c. Move to accept with correction S. Chisholm, J. Badenhop 2nd, carried
- 9. Instructional Programs
 - a. Program Changes: [Link](#)
 1. PSC_CP_IN_SY: PSC-Emphasis Comp Info Systems
 2. PSC_C_IN_SY: PSC-Computer Information Systems
 3. PSC_CJ_S_AAS: PSC-Criminal Justice Studies
 4. PSC_CJ_S_AA: PSC-Criminal Justice Studies
 5. PSC_ECONOMIC: PSC-Economics
 6. Program Change Request: Full Proposal NEW-TBD Human Nutrition and Foods
 - a. SOCA does not need us to make changes; Morgantown will adjust prefix. Contact Bethany Hammond with issues. (This applies to 1 and 6)
 - b. J. Vogtman asked if we are working under a deadline. If not, then let’s correct the issues now rather than waiting.
 - c. S. Chisholm suggests that we hold them and vote over Qualtrics in order to send them to Senate Curriculum in May.
 - d. Motion J. Vogtman, S. Chisholm 2nd, carried: Approve 2,3,4
 - e. Motion J. Vogtman, H Samuels 2nd, carried: Approve 1 & 6 with automated changes.
 - f. G. Wilcox will return 5 to Instructional Programs
 - b. Course Change:
 1. New Course Proposal: CJ 242 Contemporary Policing
 2. New Course Proposal: CJ 460 Hate Crimes
 3. New Course Proposal: CJ 250 Diversity in Law Enforcement
 4. Course Deactivation Proposal: CIS 442: Data Mining and Business Intelligence
 - a. Motion J. Vogtman, S. Chisholm 2nd, carried, to approve 2,3,4
 - b. Return 1 to FEC
- 10. Nominations for Faculty Assembly Officers for 2020-2021 AY
 - a. Chair-Elect
 - J. Vogtman nominated R. Peterson
 - G. Wilcox nominated J. Badenhop
 - Motion to close nominations (S. Chisholm, undetermined voice), carried
 - b. Secretary
 - C. Hudgins nominated M. Martini
 - S. Chisholm nominated J. Vogtman
 - Motion to close nominations (J. Stone, J. Vogtman 2nd), carried
 - c. Parliamentarian
 - J. Stone nominated C. Pritts.
 - Motion to close (J. Vogtman, V. Frazier 2nd), carried
 - d. G. Wilcox mentioned Chair Elect statements/platform. Do we want this? H. Samuels supported this.
 - e. D. Ballard point or order: if they send it to G. Wilcox, he can format them to distribute as campaign statements.
- 11. New Business
- 12. Announcements

- a. Honors Handbook: S. Chisholm reports that we are making changes to the handbook. 5 courses, including Honors 191. Minimum of 13 credits. Students can contract up to 2 courses. Expanded section on experiential learning. More info for advisors, too.
- b. G. Wilcox: Outstanding Professor nominations are open. Sent Qualtrics to students as well as ballot box. It will also be mentioned in eNews.
- c. J. Badenhop mention Online Learner Board, they are working on an Online Student Orientation. They plan to survey current online students and ask online course instructors to distribute this once it is complete.

13. Adjournment Motion: J Vogtman, 3:59 pm

/ **Mia Martini**
Faculty Assembly Secretary