



Faculty Assembly Meeting Minutes

Facilitator / President: Scott Owen	Meeting Date: March 3, 2017
Meeting Location: IP Video Rooms	[411 - E ; 215 - R ; 111 – N]
Meeting Start Time: 1:30 p.m.	Meeting End Time: 3:30 p.m. [Max. to 4:00 p.m.]

I. Call to Order – Welcome / Robert’s Rules of Order – Applied

Wheeling – C. Baker, A. Beatty, J. Britt, H. Buchanan, J. Doolin, D. Ferrell, D. Fitzgerald, B. Fulton, M. Goldstein, C. Harbert, K. Herrington, M. Kahl, J. Keyser, J. Kriechbaum, M. Merz, S. Owen, B. Peterman, C. Rogerson, P. Roper, D. Ryan, P. Sharma, M. Stephens, D. Stoffel, M. Taylor

Weirton – F. Decaria, RJ Canter, J. Reho, R. Brinkley, A. Dahlem

New Martinsville – J. Lantz, S. Ledergerber

II. Review Minutes [10 min.]

MOTION ; H. Buchanan/D. Stoffel approve February 3, 2017 minutes.

III. Guests: Dr. Riley and Jeff Sayre; Mike Koon and Dr. Sharma

Presenter	Topic(s):
Dr. Riley	<p>Financial Information Updates</p> <p>1:30 Dr. Riley: Happy Faculty Appreciation – Legislative updates – classified staff changes, positive changes to create salary structure. Still waiting on the updates for the budget and PEIA issues. Governor at Fairmont state yesterday</p> <p>Strategic Plan update – looking at what have we done this year – what can we still accomplish this year. Next meeting early April – please submit strategy suggestions for next year. This year still working with secondary schools and working to increase enrollment.</p> <p>VPAA search – formulating the committee to include 6 faculty members. Faculty to choose 3 representative and Mike Koon will choose additional three and they will be joined by additional administration.</p> <p>Employee/Dependent tuition waiver policy – changes to from 6 credits to cover full-time tuition and waiving institutional fees as well however; programmatic fees will still be charged to student. This will go through formal rule process. Look for it for 30 review process.</p> <p>Faculty Salary – found a way to designate some of the budget to bring salary closer to the SREB average. Somewhere between 2 – 4 year to bring up to</p>



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	<p>75% SREB. (\$500,000) Everyone at a different starting place but everyone will get there. So some may have bigger steps than others to achieve this.</p> <p>WESCO – board asked for additional information before we begin construction.</p> <p>Altmeyer – Asked Jeff, when do he anticipates a schedule for these faculty salary changes.</p> <p>J. Sayer - Budget will be suggested in March including tentative schedule for faculty salary to achieve this 75% in 2-4 years.</p> <p>K. Herrington – Does this go with current faculty salary scale?</p> <p>J. Sayer – steps to reach 75% of SREB will exceed those of existing steps. Once we are at the 75% of SREB for all we will reassess the step schedule.</p> <p>C. Rogerson – When will pave the parking lot (old ECS)?</p> <p>J. Sayer – Waiting for WESCO decision because it will be about \$250,000.</p> <p>VISITOR</p> <p>B. Altmeyer – Unsure of why I am here. As for Jeff’s comments, we are targeting 5-10% salary increase July 1, 2017 to achieve the 75% of SREB.</p> <p>Altmeyer – Board functions as a collective group so he will not speak independently of them. Still unsure of why am I here?</p> <p>S. Owen – We have not heard any news from the special committees etc. What is the direction you are concluding from your committees?</p> <p>Altmeyer – last meeting had too many agenda items so the March meeting will include –in executive session – the update.</p> <p>D. Stoffel – help us as a body - regardless what our rep brings to the BOG meeting – resolve something. No conclusion to this is going to continue the bad news.</p> <p>P. roper – Can you discuss the findings in public session of the meeting with the students, staff and faculty?</p> <p>Altmeyer – Yes eventually I have to do that in public forum.</p> <p>K. Herrington – we hope to have that by the April meeting since faculty are off contract part way through May.</p> <p>Altmeyer – Hope to</p> <p>M. Taylor – Unsure did you receive the document</p> <p>B. Altmeyer – I have read the 15 page summary but have not read all supporting documentation.</p> <p>K. Herrington - encourages B. Altmeyer to review the supporting documentation since it provides evidence which refutes Dr. Riley’s</p>
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	<p>comments that it was rumors, lies, and gossip.</p> <p>M. Goldstein – Sayer said hard to finalize budget until legislature gives us our budget, Localization of control (unsure of how it will) – at WVNCC there is a distrust with HR/Pres relationship. Legislation passes will make local control stronger – giving HR more control with little oversight. FYI – if this legislation is passed then our documentation needs to be looked at sooner than later.</p> <p>Altmeyer – This relationship is on my personal agenda.</p> <p>M. Goldstein – look at the board members – 2 year limit and some have been on there for 8 years,</p> <p>Altmeyer - Cummings leaving in June, DeGarmo not sure yet. Correctly that J. Sayer now sees faculty salary when S. Lipellio was not permitted – it was P. Carmichael job. We gave Jeff a mission in April so in a deficit situation we can pay individuals as close to a fair wage as possible.</p> <p>K. Herrington – thank you for putting the HR issue in forefront this is very important to us.</p> <p>B. Altmeyer – Regarding the issue with Dr. Riley the three constituent groups had different views. Students like her, classified staff, middle ground. Salary is upsetting that we have college instructors making less than new elementary teachers out of college.</p> <p>2:11</p> <p>M. Baker – on behalf of Tami Becker – templates for boards for open house. Boards must be completed by March 10th Tami on Wheeling, Lisa on Weirton, Ina on NM</p> <p>Guided pathway sheets – CIP/SOC – primarily a program directors issue – please complete.</p> <p>2:21 M. Koon – Intellectual property – handout attached Proposed policy is too specific – It primarily refers to the master course issue – this is too specific. The handout provided highlights everything that intellectual property. Ex: Important to understand the ‘Work for hire’ terminology. AAUP statement needs to be reviewed (bottom of handout)</p> <p>Reverse side - he walked through current proposal points with recommendation to address</p> <p>K. Herrington – if I develop an online course am I required to sell it if I am asked to teach and do not want to?</p> <p>M. Koon - No</p> <p>M. Taylor – can developer use it as at another geographic location/</p> <p>M. Koon – is this a rule or institution regulation/procedure? I would like to</p>
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	<p>start at regulation/procedure. Then it can be changed.</p> <p>M. Koon- New Promotion Policy – M. Koon commented on how very proud he is of our hard work on this policy.</p> <p>Advising - after spring break – two week period for ANYONE in college to bring ideas for advising – PLEASE PARTICIPATE. A proposal for advising will be presented and training will follow.</p> <p>VPAA – 11 people 6 faculty (faculty select 3, Mike select 3, Mike’s picks will include one division chair) - non-classified: Janet Fike, Mike Koon, Larry Tackett, and classified: Becky Yesenczki, and Pat Stroud.</p> <p>No one will get an interview unless the committee has seen the resume. The committee will see ALL resumes submitted. 1st interview will be skype then top candidates will be invited for College visits for open forum if time permits. C. Baker – do we have a time line for hire of fulltime VPAA M. Koon - Goal is to have on campus interview hopefully by end of April so as to interact with faculty.</p> <p>2:40 MOTION to approve minutes</p>
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IV. Current Requirements: [Excluding Above Administrative Requirements.]

Topic		Purpose	Max. / Time Limit
1.	<p>Status of Bookstore Availability – NM and Weirton [Dr. Sharma]</p> <p>2:42 Bookstore on outer campus hours. Currently open only first two/and last two weeks of semester. Vocal response from faculty to have it opened more.</p> <p>C. Baker – can we use work study and offer snacks/food? – Pam - yes, I will talk to Peggy about work study. M. Taylor – recommended vs required book issue H. Buchanan – a few hours each day better than a couple days a week and we should poll the students</p>	Discussion	As Needed.



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2.	<p>Status of Overload Payments - Joyce Britt</p> <p>We were told spring disbursement was going to be delayed but found out that today we have our regular pay, fall overload pay and first disbursement of spring overload. All good but 6% retirement taken out.</p> <p>Adjunct salary has not been changed in a while not sure if it is comparable to other institution...</p> <p>B. Peterman – policy has been after three semester increase from \$475 to \$500 a credit hour. It has been changed without notification that it is now increase to \$500 a credit hour after six semesters.</p> <p>M. Taylor – can we form a sub-committee to collect data?</p> <p>S. Owen – take action make a motion</p> <p>J. Britt – I like the sub-committee idea</p> <p>C. Rogerson – taught overload in fall – shocked to know he would get paid in April</p> <p>M. Goldstein explains the ‘one’ situation that caused this</p> <p>MOTION: K. Herrington/B. Peterman Joyce and Maresa and anyone else that wants to join to collect information regarding</p> <p>No discussion, motion passes</p> <p>WLU – pays \$1000 per credit for adjuncts and \$10,000 for program directors.</p>	Discussion	As Needed.
3.	<p>Mike Koon / Dr. Sharma - Intellectual Property</p> <p>Done earlier in meeting</p>	Discussion	As Needed.
4.	<p>Promotion Policy</p> <p>3:06</p> <p>K. Herrington – any questions on latest revisions. Kathy recaps and adds V. Riley does not want to send it to legal because that will hold it up 3-6 months. M. Koon says that if faculty votes and approved this policy he will do his best to push it through by the end of this academic year.</p> <p>M. Goldstein – clarifies the salary steps and SREB topic J. Sayer presented.</p>	Discussion	As Needed.



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	Motion: Goldstein/Ferrell Motion to accept proposed promotion policy as written. No discussion – motion passes		
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V. Committee Reports:

Name	Topic(s):
Legislative / PEIA	<p>Mark Goldstein – House Bills</p> <p>Recap recent emails he has sent to us. Big concern with the amount of power of HR if this passes. HR will report to downstate instead of M. Taylor – is there an educational PACT in WV? M. Goldstein – no ACF is the representative, ACF invited governor to last meeting and he declined.</p> <p>PEIA bill to freeze contributions Bill for guns allowed in parking lot Bill to eliminate HEPS and CCTC, board can change policy with faculty Wednesday night television show on radio and public television 6:30 – 7 to recap legislation issues.</p> <p>Mark would like to have a legislative committee comprised of faculty and staff to keep us up to date.</p>
Board of Governors	<p>Dave Stoffel 3:23</p> <p>Did not get to issue that faculty wanted to hear – student rep wanted to speak – board said no time for that – they went into closed session, came out of closed and adjourned the meeting. Student never got to speak.</p> <p>Provided additional information regarding the meeting such as: Cummings is leaving and probably Degarmo; and addressing the make-up of the board and abiding by the oath you’ve taken.</p>
FERC	Reserved As Needed.
Retention	<p>3:35</p> <p>J. Britt – do we want to institute some type of checks and balances prior to a student dropping a class; ex: meet with advisor, get faculty signature, etc. M. Taylor – suggests a pop-up in banner</p>
All Other Committees	<p>3:33</p> <p>S. Owen Collection of money for faculty representation if ever needed.</p>



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	<p>3:39</p> <p>J. Lantz – name needs added to Assessment committee. There was a mix up at the first meeting leaving her name off the committee list however has attended every meeting. No one had an issue updating the committee list.</p> <p>MOTION TO ADJOURN Baker/Kahl</p>
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VI. Next Meeting: Tentative

Meeting date:	4/7/2017
Meeting start time:	1:30 p.m.
Meeting end time:	3:30 p.m.

VII. Action Items For Next Meeting:

Person Responsible	Notes / Responsibilities
New President	Agenda and Meeting Information