

## **Faculty Assembly**

**December 5, 2014**

**Present:** A. Anderson, J. Britt, D. Cable, F. DeCaria, J. Doolin, B. Fulton, M. Goldstein, M. Grubor, C. Harbert, K. Herrington, M. Kahl, J. Kriechbaum, J. Lantz, R. Lucki, V. Magary, M. Marlin, J. Marth, M Merz, S. Owen, B. Peterman, D. Poffenberger, C. Rogerson, P. Roper, P. Sharma, K. Silvestry, M. Stephens, D. Stoffel, C. Stokes, M. Taylor, M. Watson, G. Winland, M. Wycherley

**Guest:** C.J. Farnsworth

Meeting was called to order at 2:05 pm by Assembly President K. Herrington via IP video.

### **C.J. Farnsworth:**

- Asked if we should continue using GradesFirst or consider a new system. Bb and Banner offer possibilities.
  - Requested feedback from faculty as they choose new system. The goal is to make early intervention possible
  - D. Stoffel: dislikes GradesFirst and sees opportunities with Bb
  - Approximately five faculty are using GradesFirst now
  - J. Britt and M. Grubor would like something different
  - If no fee were charged to students enrolled then more faculty would use Bb which offers tracking for student scores and an alert is sent if score falls below certain level; an attendance module is available and a rubric can be added
- Requested other thoughts for improving early intervention process
- Faculty asked if a student is referred for tutoring, what the center does for follow up.
  - Center will contact student.
- Explained the center would like recommendations for tutors at any time
- Faculty may choose to offer one or two hours in tutoring center in place of office hours

### **Approval of minutes from October 2014**

**Motion** to Approve

- M. Watson / C. Stokes
- Approved

### **Summary of November 21 meeting with Dr. Olshinsky:**

- **Merit:**
  - Interpretation of policy on part of administration is that after three years, no payment for merit will be awarded
  - Dr. Olshinsky voiced concern about committing money for future and tried to make it one-time bonus but that is not legal
  - Merit committee needs to meet to revise policy to make it more faculty friendly and connect to faculty evaluation policy
  - Faculty concern: why would college fund merit money if it never has to be paid; why would faculty work above and beyond if never awarded merit money?

- **Faculty Salary Schedule:**
  - Has not been honored for three years
  - Dr. Olshinsky maintains there is no money so there can be no raises
  - Dr. Olshinsky maintains administrative positions received only 1.5% raises even though Vista shows more significant raises.
    - If a position did receive greater raise, that was because of increase in work.
  - Faculty noted the need to advocate faculty salary schedule with new president
  - Faculty questioned that if admin could do extra work to receive larger % raise, how can faculty also do that extra work to receive raise?
  - Administration is discussing how class size affects faculty load - they cannot ask a faculty member to teach six hours for price of three.
  
- **Grievances**
  - Faculty concerned that they are not shared with the Board
    - Dr. Olshinsky said they didn't have to be shared and there is insurance to cover liability
  - Faculty Executive committee feels Board should know because it indicates atmosphere of college
  
- **Chief Human Resources Officer**
  - Faculty addressed concerns about ethics, conflict of interest, and harassment policy
    - Conflict of interest occurs if CHRO is subject of complaint
    - need to ask for committee representation for issues of ethics violations, conflicts of interest, harassment
  
- **Travel Between Campuses**
  - Traditionally faculty are reimbursed and given office hour compensation
  - Currently, there is no more reimbursement of money or office hours if faculty member is assigned to a campus on two separate days
  - Faculty wanted it noted that administrative positions and staff do receive money and credit toward work hours
  
  - **Motion:** Faculty request that Dr. O. authorize reimbursement for travel between campuses for assigned coursework and meetings as well as reduction in office hours by one hour for every two hours of travel. Request is made in order for policies to be consistent among three classifications of employees (administration, faculty, staff). We believe it is discriminatory against faculty, who are being penalized for doing extra work.
    - K. Herrington / M. Goldstein
    - Approved
  
- **Morale / Employee Satisfaction Survey**
  - Committee meeting Friday December 12
  - Results from previous survey of staff never shared
  - Faculty feel it is important to share this with the Board

## **Summary of Meeting with V. Riley**

- **Overload pay compensation**

- V. Riley said she would speak to P. Carmichael in order to work something out to pay for Fall overload in one lump sum in spring
- M. Goldstein: other institutions pay faculty for overload in fall and overload in spring; 8 schools answered survey - none have the same policy of WVNCC

## **Professional Development Committee**

- Faculty currently have two representatives
- Faculty made request four representatives

**Promotion Policy:** tabled until new president

**Dress Code:** bring to President's Council

## **Big blue button vs. nefsis**

- Requests for faculty feedback
  - Concerns about financial aid and/or veteran's benefits
  - Need to require student attendance in classroom for classes using big blue button
  - Discussion of times a student would legitimately need to stay out of class and access from home

## **M drive access at home**

- Faculty can notify D. Hanes and IT can make it possible
  - Faculty would like this to happen

## **Committee Reports**

- **Assessment**
  - M. Merz reported that Jody Tyburski will be Chair
- **Board of Governors**
  - Presidential search update: on Wednesday December 10 Board will make recommendation based on committee's vote to send name to Chancellor
  - Board's position concerning faculty concerns: not involved in day to day operations

## **Budget / Salary**

- P. Roper reported
  - Less money this year than last year: 1.3 million dollar deficit based on projections for spring / summer enrollment
  - Reduction in state appropriations of 3.75% = \$260,000
  - Currently, no cuts expected for January for current fiscal year
  - New legislature beginning in January is not likely to act positively for higher education

- P. Sharma presented salary schedule summaries
- Reserve funds (4.3 mil) - concerns about using this money
- Considering increase of tuition
- Printing concerns – students are printing PowerPoint slides; \$800 of budget spent on toner for printers
  - Students will be asked to pay per page

### **Copier Committee**

- S. Owen reported:
  - Hughes has the contract, brand new copiers
  - S. Lippiello asks if we are happy with locations of copiers in buildings and campuses
    - M. Wycherley would like more machines for faculty in EC
    - Weirton campus: current locations acceptable, currently copiers are not working
    - Copy machine for students in EC
    - New Martinsville campus: would like one more copier
    - B&O: Lippiello wants more copying sent to the copy center
    - Faculty must pay for toner in personal printer; IT will service it

### **Curriculum**

- M. Koon bringing changes
- Beginning welding program
- Changes in surgical tech, paralegal, CIT, and orientation
- Changes must be presented now for this month's meeting

### **Distance Education:** no meeting

- V. Riley met with some members concerning questions about QM training
  - Cheaper to do it online rather than in a group
  - Concern: teachers are denied if not already approved for course
  - P. Sharma drew up new request forms which will be sent electronically: please respond
  - Faculty consensus that faculty should not have to pay for their training

### **Enrollments Management:** no meeting

### **Faculty Evaluation and Review:** no meeting

### **General Education:** no meeting

### **Institutional Technologies**

- Meeting at same time as Faculty Assembly
- IT will deploy virtual desktops. If special software needed, let IT know

### **Learning Resource Center:**

- Discussed concerns about Big Blue Button

### **Merit:**

- Email poll regarding interpretation of “not to exceed three years”

## **Professional Development**

- May meet week of December 8

**Promotion:** no meeting

**Rules:** no meeting

## **Committee Structure Draft**

- Request for Financial Aid Committee to review standards of progress and scholarships
  - need rep from each campus
    - Weirton: Frank DeCaria
    - New Martinsville: J. Lantz
    - Wheeling J. Britt (Alternate: S. Owen)

## **J. Doolin leaving IT and Curriculum**

- IT: A. Beatty
- Curriculum: S. Owen

K. Patterson volunteered a **basic Bb training session** - group or individual

No January meeting.

Faculty Evaluation Document due Friday January 30.

## **Motion** to Adjourn

- M. Stephens / D. Stoffel
- Approved

Respectfully Submitted,  
Crystal Harbert  
Faculty Assembly Secretary