

# Faculty Assembly - Minutes



Meeting Location: ZOOM  
 Meeting Date: February 5, 2021  
 Meeting Start Time: 2:00 p.m.  
 Facilitator/President: John Lantz

- I. **Call to Order** – Welcome / Robert’s Rules of Order – Applied
- II. **Attendance** – screenshot from zoom attached
- III. **Review Minutes** - Motion to approve January 2021 minutes, H. Buchanan/R. Canter motion carries.
- IV. **GUESTS:**

Guest	Topic
Dr. Mosser	<ul style="list-style-type: none"> <li>COVID-19                      Testing is mandatory for students only, recommended for employees – B. Peterman has done great job with testing, S. Leighlid doing great with tracing. Vaccines offered at the highlands in the old Michael’s store. D. Lawson – can the school track vaccines outside of school. Due to FERPA, we cannot track that information. D. Gomez – signed up not realizing there is a single location. If appointment is canceled (due to running out) you can reschedule. WVNCC would like to thank health department. Stephanie Kapple is putting a spreadsheet together for volunteers, and maybe a box lunch donation for them.</li> <li>BLUEFIELD                      Robin Capehart (president) has released information. He was here in the fall asking to run his program as a ‘partnership’ in our ATC building. Students, program, and diploma would be Bluefield’s. He wanted a free location for his program. Dr. Mosser respectfully declined. He contacted other area colleges that also declined. He signed a MOU with the City of Wheeling to run an engineering program using OVMC. Board has been very involved meeting with the mayor. This is not a lease agreement but the mayor has a firm commitment with Bluefield to move forward. Preliminary data from WVNCC’s gap analysis is 4 positions. If Bluefield program is successful, graduates will have no job opportunities in the valley. Potential million-dollar payout for taxpayers (renovations) if they’d have asked WVNCC there would have been no cost as we already have the space.                      QUESTIONS:                      P. Roper: Why do we have an engineering adjunct faculty on indeed.com.                      J. Loveless: WVU engineering collaboration on a possible AAS/2+2.                      K. Herrington: Is HEPC or CTCC involved                      D. Mosser: Has spoken with the chancellor several times, she is frustrated as well. If this goes through, Capehart will have to go through HEPC to approve location.                      C. Harbert: Will they also be offering their gen ed classes on site?                      D. Mosser: Bluefield has advertised all classes will be online.                      F. Decaria: Editorial in New Cumberland paper yesterday questions why is Bluefield coming to Wheeling. – Dr. Mosser requested a copy of this.                      D. Mosser met with Rosemary Ketchum and says they have at least 4 no votes on council.                      P. Roper invites D. Mosser to Feb 12 Business Advisory Committee meeting.                      D. Mosser: the three local college presidents are meeting every Friday to strategize.</li> </ul>
Dr. Loveless	<ul style="list-style-type: none"> <li>Various topics                      Thank you for attending PD last week. Please fill out the survey. Looking for volunteers to help with criterion 3 for HLC. Should not be a large time commitment.                      Semester off to a rocky start with portal issue – commends Chris and the IT department for all their hard work to remedy.</li> </ul>

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	<p>Please offer feedback on the new bookstore. Identify chronic issues. Staff, faculty and students are back on campus. Hybrid classes should start migrating back to campus.</p> <p>QUESTIONS:</p> <p>S. Martin: Online bookstore issues with access codes and vouchers. Lots of back and forth with various offices to get a resolution.</p> <p>J. Loveless:</p> <p>K. Herrington: Students were told they have to buy an access code when she only requires a text.</p> <p>J. Loveless: She will look into it but needs to know publisher and course.</p> <p>K. Herrington: Student complaint about portal issues as cause of her AW - student feels should be reinstated from her AW because no one has responded to her since Jan. 11<sup>th</sup>.</p> <p>K. Herrington: AW procedure not working. Students that should have been removed last Friday are still showing up in classes as of today.</p> <p>J. Loveless: will look into it</p> <p>H. Ryan: Students that bought a book from bookstore cannot return them; they are being told to sell it.</p> <p>J. Loveless: If they are buying from Marketplace within Academos, that is true.</p> <p>C. Baker: This is an issue for English as well</p> <p>H. Ryan: Delayed delivery of material bought o Academos</p> <p>P. Roper: Access code purchase through marketplace</p> <p>J. Britt: Two section of same course. Two students in full semester and one student in late start; all three still do not have books delivered. I do not want students to get any further behind, trying to get specific information from students but making no headway.</p>
Kim Patterson	<ul style="list-style-type: none"> <li>Blackboard</li> </ul> <p>Inside your Bb course: Navigation tools&gt;Course Tools&gt;Course Reports&gt;Learner overview for single course. This shows log in, days of week log in, total log in, and each item the student has accessed for said date range.</p> <p>Other nice reports available in the evaluation drop down.</p>

### V. OLD BUSINESS/AGENDA ITEMS:

Speaker	Topic
	<ul style="list-style-type: none"> <li></li> </ul>

### VI. NEW BUSINESS/AGENDA ITEMS:

Speaker	Topic
John Lantz on behalf D. Ferrell	<ul style="list-style-type: none"> <li>Mailing paper schedules</li> </ul> <p>K. Herrington: Expressed what was discussed in exec regarding non-electronic advertisement of program and course offerings each semester. John will bring it up in his monthly meeting with Dr. Mosser and include David Barnhart.</p> <p>After discussion:</p> <p><b>MOTION: Reinstate the distribution of printed advertisement opportunities to the Ohio Valley communities no later than May to impact fall 2021 enrollment. C. Baker/H. Buchanan; motion passes.</b></p>
John Lantz	<ul style="list-style-type: none"> <li>AW process</li> </ul> <p>J. Britt shares detailed information from an email she sent to John.</p>

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	<p>D. Stoffel/C. Baker: This semester in particular is frustrating because students that were AW's the first Friday are still in the Bb courses today. There is a breakdown of processing the AW's on the administration side.</p> <p>J. Britt: The AW procedure has not been updated on the website.</p> <p>John will invite Janet Fike to March meeting for clarification.</p>
J. Britt	<ul style="list-style-type: none"> <li>SHOUT OUT TO CHEF GENE on the news for game day snacks!</li> </ul>
J. Lantz	<ul style="list-style-type: none"> <li>March meeting will include voting for new executive positions. Newly appointed executive members will attend April executive meeting with existing members to elect new president and president elect for 2021-2023 term.</li> </ul>

### VII. COMMITTEE REPORTS

Speaker	Topic
ACF	<p>Per K. Herrington email 2.2.2021</p> <p>ACF - discussing the legislative agenda, including a bill to do away with sales tax, and what that would effect (where would the money come from if we do away with sales tax?), oversight issues with Boards of Governor's, which now have a lot more freedom than they used to, board protocol and training, and enrollment issues with COVID-19</p> <p>Kathy spoke at meeting as well to detail this topic – Tax issues, some boards are making program decisions without faculty input (C. Kefauver does not see this with our board), and</p>
Anniversary Adhoc	<p>Per D. Ryan email 1.25.2021</p> <p>History Subcommittee of 50th's major news is the museum displays and time capsules opening dates may be flipped. Now the time capsules unveiling will occur in August, and the museum displays will open in February or March. Community Relations prepared a brochure on 50th events for use in fundraising if anyone wants to approach any civic organizations where they are members. Let a committee member know if you want a copy emailed to you. The same department is creating a poll on what the college community wants placed in the time capsules. The poll will be emailed by IR once it is completed.</p> <p>UPDATE Per D. Ryan email 2.1.2021</p> <p>Here's an addition for the 50th committee</p> <p>50th Anniversary Committee - general committee - met Thursday 1/28/21 - time capsule survey created and sent to college community, logo created and approved, gala venues still being reviewed</p>
Assessment	No Report
BOG	The screenshot below per C. Kefauver email 1.29.2021

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### BOG Report Jan 2021

- Presidents report –
  - Covid update
    - Surveillance testing will continue all semester
      - All students, staff, and Fac voluntarily
    - Still remote
      - Labs back 25 Jan
      - Hybrid back 1 Feb
      - All back 15 Feb
    - Vaccine
      - 100 staff/fac, about half done
      - OCHD is doing the vaccination.
  - CDL, EMT & paramedic in place and offering some classes
  - Cares Act 2
    - About 1.6 Mil to WVNCC, 375 K directly to students, 1.2 to school
    - Another round expected
  - HLC report submitted, should hear back by Feb with report
  - Spring enrollment
    - Many non-traditional methods used
      - Drive thru
      - Online registration and student help
      - Cyber Monday
    - Ours trending down- this is National as well
      - 8-9% down in Fall
      - Spring TBD
      - Hoping after pandemic students come back, lot of projections think so
    - Statewide FASFA completion down 50% - is a concern
    - Recent high school grads probably under prepared for college because of pandemic
    - Removing enrollment barriers
    - New programs
    - Looking at new market, online and early entrance
  - Bluefield Tate at OVMC
    - Meeting with city leaders to see what's happening.
    - Most people in Higher Ed were surprised by this also
- Financial current fund tracking
  - Project updates – see me for more details
  - Fund tracker – see me for more details
  - Budget coming in Feb and Vote in Mar
- Academic Affairs Report
  - See me for more info
- Enrollment report
  - See me for more info
- Spring enrollment comparison
  - Downward trend since 2017
  - See me for more info

C. Kefauver adds at meeting:

1.6 million of Cares Act Monies coming to WVNCC. Half must go to students the other half to school.

Enrollment is down 8-9% in Fall 2020, hoping spring 2021 will be up. This is not unique to WVNCC, it is a statewide issue. FAFSA's are down 50% Some are trying to remove enrollment barriers. Be careful.

K. Herrington: Room for more faculty tenure at WVNCC. Legislation from about a decade ago includes that no more than 20% of community college faculty can have tenure. With our recent retirement opens up tenure slots for faculty. Do we want to

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	ask our admin to look into it. H. Buchanan, K. Herrington, D. Stoffel, and C. Kefauver will become an ad hoc committee to collection information on this topic.
Budget Development	No Report
Curriculum	Per K. Herrington email 2.2.2021 Curriculum approved new articulation agreements with WVU and FUS in Social Work, with FUS in Elementary Education, changes to the Surg Tech program, changes to WELD course outcomes to align better with accreditation, CIT changes and Math changes coming up this month
Danford award	No Report
Distance Ed	J. Doolin Talking about communication standards being added to the template as well as classroom conduct edit to include Zoom etiquette. As of January 2022, our version of Bb will no longer be supported by Bb. So WVNET is looking or a Bb replacement or upgrade. An RFP is out now.
Enrollments	M. Watson Open house is April 10 <sup>th</sup> Looking into: Agreement with high schools that will allow them a certificate here in the first year. noncredit courses offering CEU courses
Faculty Emeritus	No Report
Faculty Promotion	No Report
FERC	Per C. Harbert/K. Herrington email 2.2.2021 No meeting.
IT	No Report
LRC	Per C. Harbert email 2.2.2021 No meeting. Per D. Ryan email 2.2.2021 With not librarian, no meetings have been scheduled.
Mental Health	No Report
Open House	Per C. Harbert/J.Britt email 2.2.2021 Janet sent out a save the date for Open House Week beginning Monday April 5. Each day, a program will be featured on social media with a mini-Open House (perhaps one hour) in the early evening. On Saturday April 10, there will be Open House events. Some will still be virtual. There is some hope that some events can be on campus. It is possible that tours will be offered via appointment. One idea is to focus on the career rather than the program. For instance, "if you want to be a lawyer, start with our AA, English."



















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	More details to come.
Professional Development	No Report
Retention	P. Roper Looking at data from the December phone campaign Looking into an app and wanting to find why student are not returning.
Rules	Per D. Ryan email 1.25.2021 Rules Committee meeting was cancelled as to no new information to discuss.
Safety	No Report
Scholarship Committee	Per C. Harbert/D. Ryan email 2.2.2021 Activated in mid to late Spring semester. No meetings until then.
Student Appeals	Per C. Baker email 2.2.2021 The committee met and heard an academic appeal brought forth by a student on Jan. 12, 2021.

**Next meeting: March 5, 2021 2pm**

**Motion for Adjournment: D. Stoffel/T. Pitcher**

ATTENDANCE: J. Lantz and D. Ferrell unable to attend and phone number below is Deborah Kleeh.

 Tami Pitcher	
 17406331100	
 Brandy	
 Deborah Kleeh	
 Delilah Ryan	
 Gene	
 mhausinger	
 Paige holt	
 Sequin Suggs Martin	

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## Participants (50)

Find a participant

<b>K</b>	Kriechbaum (Me)	
	John Lantz (Host)	
<b>P</b>	Pat	
<b>DM</b>	Daniel Mosser	
<b>DH</b>	David Hays	
<b>JK</b>	Jill Keyser	
<b>AF</b>	Abel Frohnapfel	
<b>AD</b>	Anita Dahlem	
<b>AK</b>	Arlene Kuca	
<b>B</b>	Bonnie	
<b>C</b>	chanabaker	
<b>C</b>	chippensteel	
<b>CK</b>	Christian Kefauver	
	Crystal Harbert	
<b>D</b>	Dana	
<b>DG</b>	Daniel Gomez	
<b>DL</b>	Dave Lawson	
<b>DS</b>	David Stoffel	
<b>F</b>	fdecaria	
<b>G</b>	gwinland	
<b>HK</b>	Heather Kalb	

<b>HK</b>	Heather Kalb	
<b>H</b>	Heidi	
	Hollie Buchanan	
<b>JD</b>	Jeremy Doolin	
<b>JL</b>	Jill Loveless	
<b>J</b>	jlabriola	
<b>JR</b>	John Reho	
<b>JB</b>	Joyce Britt	
	Kathy Herrington	
<b>KP</b>	Kim Patterson	
<b>MS</b>	Melissa Stephens	
<b>MK</b>	Misty Kahl	
<b>M</b>	mmcintosh	
<b>M</b>	mwatson	
<b>NO</b>	Natalia Omelchenko-Comer	
	R.J. Canter	
<b>RC</b>	Robert Combs	
<b>RM</b>	Rustem Mulyuk	
<b>SL</b>	Said Leghlid	
<b>SC</b>	Sara Cunningham	
<b>SD</b>	Sarah Davis	
<b>TP</b>	Tami Pitcher	