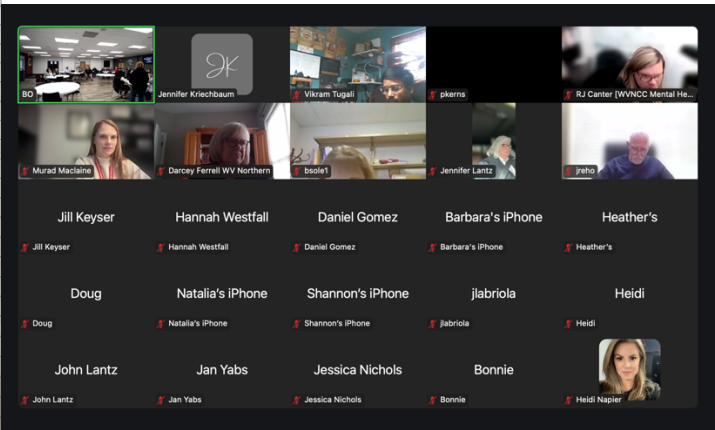
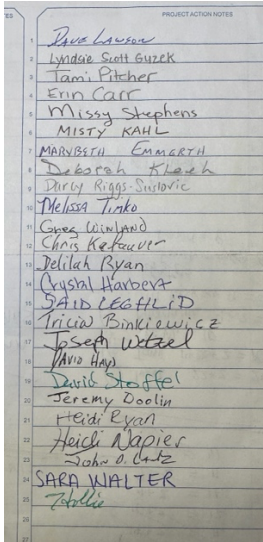


FACULTY ASSEMBLY AGENDA



Meeting Location: B&O Auditorium & Zoom
Meeting Date: March 7, 2025
Meeting Start Time: 1:00pm
Facilitator/President: Chana Baker

- I. Call to Order – pm Robert’s Rule of Order
- II. Attendance –
 - Absent - Emailed in Advance: B. Peterman, L. Aaron, C. Hippensteel (coming late from class)
 - In Attendance:



- III. Guests: No Guests
- IV. OFFICER REPORTS

C. Baker	Renovations/Ribbon Cutting Budget is tight Tuition increases for EA Purchases are being 14% increase to PEIA – unsure of whether this will be on the employee or employer side, Jeff still looking for verification Wrap up on 3 rd floor B&O for ribbon cutting Bids have been held on VPL office renovation Landscaping starts soon March 12 begins days of thunder – contact L. Soly to help CTE day needs program volunteers – contact D. Barnhart Early Access (EA) – Ida & Josh are working diligently to ensure HS teachers teaching WVNC courses have proper credentialed
C. Kefauver	BOG: No submission
D. Klee	ACF Meeting MinutesDate: February 21, 2025 I. Call to Order, Chair’s introduction, Eloise Elliot A. Meeting called to order at 1:00 p.m. B. 20 members present – constitutes a Quorum (1/2 or more)

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- II. Approval of February 2025 minutes
 - III. Legislative updates, Joe Jenkins
 - A. There was much discussion over DEI legislation. Governor Morrissey's Executive order 325 instructed each should to report on their DEI programs. This raised concerns that all DEI would be eliminated. Out of several bills introduced, it appears most likely that SB474 will move forward, and the others will not. This bill would not allow funding for DEI, and would end DEI offices and committees, but would still allow funding for student/staff/faculty groups, as long as they are not given preferential treatment based on their race, sex, etc. It also allows several exceptions for protecting classroom teaching, title IX compliance, and promotion of first-generation college students, low-income students, and underserved student populations. Syllabus statement about non-discrimination are most likely still acceptable.
 - B. Matt Turner commented upon HB2166, which would create a behavioral health workforce initiative with the HEPC. This bill never made it out of finance last year. It was re-introduced by Chair Ellington, and is expected to move forward this year.
 - C. There was a brief discussion of HB2623, which would abolish PEIA. The bill proposed that insurance would be provided to state employees "by contract", and was not explained in the bill, but this was interpreted as the same way that many companies seek out private insurance to provide to employees. This bill is not expected to move forward this year.
 - D. There was discussion of HB2396, "the library bill" which would remove the exemption for criminal liability for libraries that expose minors to offensive 'obscene' material. There is concern that without a definition of "obscene" libraries will be forced to prohibit access of minors, which will come with technical and logistical concerns.
 - E. There was very brief discussion of HB2034 and HB2554 which would require students to pass a US constitution test, or US citizenship test, respectively in order to graduate high school. At this time, we don't know much about the intent behind these, or the likelihood that either bill will move forward this year.
 - IV. HEPC updates, Chris Rasmussen
 - A. There was discussion of Luke Sweat's Higher Ed Health and Aid Grant, which was discussed at the retreat. Luke was contacted and said that the bill was submitted today (February 21), with the bill number HB2737.
 - B. HEPC is holding a micro-credential summit next week.
 - C. The OER conference is coming up in April.
 - V. Other business
 - A. The subcommittee working on faculty evaluation guidelines expects to present at the June meeting.
 - B. The subcommittee working on faculty compensation has not met since the last meeting. There was a brief discussion of the information that members want, and how to access this data from the state website. Data may be available by the June meeting, otherwise this topic will be addressed at the next retreat.
 - C. The Great Teachers conference will be in June. It is the longest continuous teaching seminar in the country. HEPC covers most business expenses, the home institutions cover the cost of travel, lodging and food. Most institutions send 2 individuals.
- Meeting adjourned at 2:54 PM
- Submitted: Joel Farkas, Secretary

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V. OLD BUSINESS/AGENDA ITEMS:

C. Baker	MOTION: Approval of February minutes D. Stoffel/H. Napier Motion passes
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VI. NEW BUSINESS:

D. Ryan	Women's history Month – Group of WVNCC women have organized a drive to collect feminine projects for donation. Tuesday, March 11 in the CELT these faculty will be putting together feminine hygiene products together.
H. Ryan	Promotion Submissions – The policy as written is incorrect for how to properly submit the documentation. L. Scott-Guzek (Promotion Chair) – Dr. Hawk has been briefed and has stated that electronic submissions will be accepted. If you were eligible but did not apply for promotion due to not having enough time to "print" the packet, see Lyndsey for the remedy. Do not let this be the reason you do not apply.
J. Kriechbaum	Election for 2025-2027 Executive Member Election BOG rep Election

VII. COMMITTEE REPORTS:

STANDING COMMITTEE	
CIC	Verbiage of
INSTITUTION EFFECTIVENESS	Nothing Submitted
BUDGET	Nothing Submitted
ASSESSMENT	STUDENT LEARNING: Lyndsie Scott-Guzek: Nothing Submitted CO-CURRICULAR: Committee meeting postponed GENERAL EDUCATION: Nothing Submitted
ACADEMIC APPEALS	No Appeals
ACADEMIC JUDICIAL	Per Heidi Ryan: No meeting to report
CURRICULUM and POLICY	February minutes not yet available. Jan 17, 2025 meeting minutes – John Lantz Motion to approve minutes made by Erin Carr/Seconded by Heidi Napier <u>Jill Keyser</u> NURS 112 (Revision) Revision of the course description because it did not reflect an accurate depiction of the course and the desired outcomes. Motion to approve made by John Labriola/Seconded by Erin Carr <u>Heidi Napier - John Lantz</u> Substance Abuse A.A.S & C.A.S (Revision) This name change proposal was redacted by Heidi Napier because as the interim Program Director she prefers to have the future Program Director make the determination on any name changes. The name change was based on the grant which we did not get so there is no need to make that decision until the future PD is

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hired. The name of the program will remain the same until next year's curriculum cycle.

Motion to redact proposal to make name changes to the Substance Abuse AAS & CAS programs made by Erin Carr/Seconded by Dr. Winland

Also, motion made to redact all of the previous name change to the substance abuse courses made during the January 17th meeting be redacted until next curriculum cycle if the future Program Director deems necessary was made by Lyndsie Scott-Guzek/seconded by Erin Carr.

John Labriola – Curt Hippensteel

Refrigeration, Air Conditioning & Heating Technology, A.A.S (Revision)

Moving RAH 102 Refrigeration Controls to spring of first year and moving APT 155 Electrical/Electronics Fundamentals because the information in APT 155 is more basic than that of RAH 102. This change will not affect any other program.

Motion to approve made by Heidi Napier/Seconded by Dr. Omelchenko-Comer.

Curt Hippensteel

Compressor Mechanic A.A.S & C.A.S. Programs (New Program)

Program requested from MPLX & other companies. If approved, will be eligible for WV Invest. Has been approved by the industry advisors. Curt needs to meet with Lyndsie/Wendy to work on the outcomes.

Corrections: Should have been CIT 117 and MATH 113 listed in the plan of study.

Motion to approve proposal with the caveat that the outcomes must be completed made by Heidi Napier/Seconded by Dr. Omelchenko-Comer.

Brandy Killeen – Curt Hippensteel

WELD 100 (New Course)

1 credit hour

This course will be a combination self-assessment and skills test.

WELD 101 (Retirement)

One credit hour class. Outcomes will be added to WELD 102 upon retirement.

WELD 102 (Revision)

Changing credit hours from 6 to 3 (taking the outcomes of WELD 101 (pending retirement) and adding them to WELD 102 and WELD 110 (reactivation)to match Level Up course WELD I. The goal is to match the Level Up classes 1 to 1 versus 2 of the Level Up classes equating to our 6 credit WELD 101.

WELD 110 (Reactivation)

No changes to description and outcomes.

WELD A.A.S

Update to the plan of study.

Wendy Doolin suggested that there needs to be additional work on the outcomes.

Ida Williams need to be aware of these changes.

Motion to approve made by Dr. Winland/Seconded by HeidiNapier.

Dr. Hawk (Policy)

Administrators with Faculty Rank Proposal

Administrators who earned faculty rank may retain the faculty rank and earned tenure, during their term/s of office as administrator. To maintain that rank and earned tenure, however the administrator is required to instruct at least one course

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	of three credit hours or more in their field during each eighteen-month period. The teaching assignment is to be approved by the President, with separate contract and without additional compensation. Motion to approve made by Justin Miller/Seconded by Becky Yesenczki. Next Meeting: February 14, 2025 at 1:00 pm. – Meeting adjourned at 2:16 pm.
DEI	Nothing Submitted
DISTANCE ED	Nothing Submitted
STRATEGIC ENROLLMENT MANAGEMENT	Nothing Submitted
RETENTION	Retention Committee Meeting Monday, March 3, 2025, 3:00-4:00 pm Agenda 1. Introduction of new co-chair (Cindy) 2. Current status of our advising projects (Lisa) 3. Specifics on EA policy submission (Tasha will do an update) 4. Initial discussion of the gateway courses (full committee) • Tasha will share some news about supplementary courses. 5. Open the floor for additional agenda items or new topics. Minutes Attendees: Cindy Craig, Curt Hippensteel, Heather Kalb, Hillary Curto, Josh Benyo, Kristi Aulick, Lisa Soly, Natalia Omelchenko, Regan Blaha, Tami Alfred, Tina Edwards Current Business: Cindy Craig, the new ARC Director, will co-chair this committee with Tasha. Cindy will schedule meetings, assemble the agenda, and distribute minutes. Lisa gave an update on projects completed by the Action Center: • An advising booklet that contains a checklist for students has been completed and is in the document center. • The Action Center held a CELT webinar last week that was well attended. • Script for a self-advising video demoing how to use NOW and Schedule-Builder is almost complete. Marketing is shooting the video which should be complete by the end of Spring semester. Tasha gave an update on EA policy submission, which is waiting on Angela and her team to provide input on specific EA procedures and policies. The process for certifying instructors for EA is being refined and may use Watermark. Josh shared the current High School Instructor Dual Enrollment Credentialing Intake Form with the committee. Tasha shared that supplementary courses for Math and English have been discontinued for Fall. The committee discussed the pros and cons of faculty-led tutoring: students will appreciate; it may simplify the advising process; it may lead to increased demand for in-person math and chemistry tutoring The committee discussed the best meeting times for in-seat classes. Should more evening and weekend in-seat classes be offered? Student demand is high, but

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	actual enrollment is low. Should STEM courses and gen ed courses be clustered on alternating days? Students are more likely to prefer gen ed courses (ex. English, history, etc.) online. The committee briefly discussed the ongoing issues with Booksaver. A task force has already been formed to meet with Akademos bi-weekly until the access issues are resolved. Some students still prefer hardcopy textbooks over electronic ones. Some students travel to Northern to print all of their online course materials in one visit to the ARC. The committee discussed sending a brief survey to assess course modality preferences. The survey could be sent to students through text or Constant Contact email. Heather agreed to work on a few questions. Next Meeting Dates: Monday 3:00-4:00 pm • April 7, 2025 • May 5, 2025 • June 2, 2025
EARLY ENTRANCE	Nothing Submitted
OPEN HOUSE	Nothing Submitted
IT	Nothing Submitted
ARC	Nothing Submitted
MENTAL HEALTH	RJ Canter – working with Brian in HR to offer a lunch and learn on PEIA. New Employee Assistance Program – looking into offering this at WVNCC since we currently do not offer any type of employee mental health program. Please visit the wellness center – looking to use grant money to fix it up and offer programs this summer.
PROFESSIONAL DEV	Nothing Submitted
RULES	Nothing Submitted
SAFETY	Nothing Submitted
SCHOLARSHIP	Per Heidi Ryan: No meeting to report
STUDENT APPEALS	Chana Baker: No Appeals
TEXT AFFORDABILITY	Nothing Submitted
AD HOC COMMITTEES	
CORONA	Nothing Submitted
FACULTY EMERITUS	Nothing Submitted
FACULTY EVALUATION & MERIT	Nothing Submitted
FAC PROMOTION	Nothing Submitted
FACULTY SALARY	Per John Lantz email: Salary: Meeting held February 18, 2025, in Dr. Mosser's Office

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	Present: John Lantz, Dr. Mosser, Said Leghlid, and Jeff Sayre - Increasing tuition reimbursement from \$2,000 to \$4,000 for faculty. Discussion centered around making the tuition reimbursement process part of the professional development bucket. Only four faculty have used tuition reimbursement this year and by combining buckets, it would allow us to safely raise PD funding (since it is College wide) - Making Professional Development increase from \$2,000 to \$3,000. We believe the PD funding will be raised from 2,000 to 3,000 as proposed. It was also discussed that this may have to be a PD Committee function since the cap is now 2,000 and they approve/disapprove requests based on funding. In any event, we are confident that this total will be raised. - Small stipend for faculty who go over cap (class size) monetary like overload. This issue has been tabled until the next cycle to allow us time to meet with representatives from West Liberty University who incorporate this type of incentive for their faculty. We will try and create formula similar to WLU to possibly incorporate here next year. - Division Chair Stipend increase It was discussed that Chairs have not had an increase to stipend in 4-5 years. Granted, chairs became 12-month faculty members, so the committee is asking for a \$500 raise to the stipend, which would be \$250 this cycle, \$250 next cycle. After discussion, this request seems likely to happen. 5) MERIT COUNTING SAME YEAR AS PROMOTION If you recall, a group of faculty a few years ago lobbied to have the 2% college raise be counted the same year as promotion, which is a 10% raise to your base salary. Even though we were under the impression this was approved, it appears it was not as Jef stated that those contracts and last year's contracts did not have the 2% factored into promotion faculty contracts. After discussions, all parties were in agreement that Merit should count the same year as promotion moving forward, possibly as early as this contract cycle. Jeff indicated this was more of a faculty function, and since a college 2% raise is not a guarantee each year, we felt it would be nice if promotion faculty could count their merit the same year as promotion. Keep in mind, merit payments go directly to your base and over a few years or cycles, can build up. In addition, while not official, the College is in a position to offer another 2% across the board raise this year. I preface the words NOT OFFICIAL.
FACULTY WELFARE	Nothing Submitted
DANFORD	Nothing Submitted

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Next Meeting: Friday, April 4, 2025

Meeting Adjourned: L. Scott-Guzek/J. Lantz