

Faculty Assembly – Minutes/DRAFT



Meeting Location: ZOOM
Meeting Date: January 11, 2021
Meeting Start Time: 1:00 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 December 2020 minutes, R. Canter/G. Winland-motion carries.
- IV. **GUESTS:**

Guest	Topic
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V. OLD BUSINESS/AGENDA ITEMS:

Speaker	Topic
B. Peterman	<ul style="list-style-type: none">Surveillance testing – all faculty must be tested to come on campus.M. Watson – When is next date for faculty? Peterman: Tues. Jan.19th 9am – 12pmK. Herrington – On campus defined as teaching or working in office, etc.? Peterman: Any reason, if on campus one must be tested.H. Kalb – Off campus testing accepted? Peterman: No, unless exempt for health reasons.R. Canter – Can I send you the Wheeling University results I have. Peterman: I’ll see what I can do.M. Watson – I was told not to test again for at least two months. Peterman: You must be tested to come back to campus.C. Baker – What if you have proof of vaccine: Peterman: Even with the vaccine you still must be tested to return to campus.J. Kriechbaum – Are antibody tests accepted? Peterman: No, Antibodies results not accepted because like the vaccine, one can still get COVID-19, possibly just a lesser case.

VI. NEW BUSINESS/AGENDA ITEMS:

Speaker	Topic
Herrington	<ul style="list-style-type: none">ACFSpoke of the initiatives as seen in the ACF committee report below.MOTION: WVNCC faculty will endorse the ACF initiatives as written. H. Buchanan/M. MacIntosh – motion carries
John Lantz	<ul style="list-style-type: none">SalaryJohn Lantz - WVNCC has finished 2 of 3 years of SREB salary adjustment. 3rd year adjustment has not been implemented and there is no plan to do so. Dr. Mosser has proposed to bring faculty to 80 – 85% of SREB.Said Leghli– Jeff Sayre suggested a number to bring WVNCC faculty closer to comparable salaries. More research has been requested. Committee has had very productive meetings. Rank, years of service, etc. all being discussed. A three standard proposal for salary increases is being developed.

C. Kefauver	<ul style="list-style-type: none"> • Academos • Book voucher – Students with difficulty using book vouchers should be referred to the Virtual Drop-In registration zoom link to get the help they need. • If your program has an item with a fee attached (culinary: uniforms), students should not be purchasing through bookstore because they are being charged a fee within tuition. If you are a faculty that has this same issue, please contact Chris so he can resolve it with Academos. • John Lantz: Working to resolve the trying process to get instructor copies of texts. Program/Division chairs should have easy access to get materials especially for adjuncts.
Jennifer Lantz	<ul style="list-style-type: none"> • Blackboard grade book columns – Jennifer Lantz experienced an issue with grades not populating in student view. H. Ryan had an issue but Kim Patterson was able to fix. K. Herrington had an issue with deleting columns Kim Patterson and WVNET able to resolve. Others mentioned issues as well. • John Lantz – pay close attention to your grade books and report discrepancies to John so we can get Kim involved. Discussion continued on LMS, possible upgrades (is this a state or institutional issue) and/or new platform. John will invite Kim Patterson to our February meeting. • M. Stephens – Referred several students are having technology issue to contact the school. They cannot access their student portals. M. Watson – banner running on portal there are issues. H. Ryan – an email was sent and there is a message on the app. Kefauver – Students can use the Virtual Drop-In registration zoom link. J. Kriechbaum – send a text alert to student letting them know to use the zoom link for the time being.
John Lantz	<ul style="list-style-type: none"> • New Faculty – Welcome biology faculty Natalie Omelchenko-Comer and Sequin Suggs Martin. • Jackie Boyd has resigned and John looking to get classes covered and posting a CIT opening for fall 2021.
D. Ferrell	<ul style="list-style-type: none"> • Inter campus mail is an issue especially with the upcoming FERC documents.

VII. COMMITTEE REPORTS

Speaker	Topic
ACF	<p>Per Kathy Herrington: Advisory Council of Faculty (ACF) initiatives for 2020-21</p> <ol style="list-style-type: none"> 1) To extend and improve broadband capabilities to ensure West Virginia students, colleges, and industries have access to the technology needed to develop, innovate, and grow 2) To continue adapting to the challenges brought forth by the pandemic through working to sustain, improve, and protect the health and education of our students 3) To address IT needs at the institutional level through funding and trainings for faculty and staff

	<p>4) To study and improve access to mental health resources for our students, staff, & faculty statewide</p> <p>5) To encourage and support recruitment and retention for post-secondary education globalization initiatives 6) To provide transparency in campus governance, initiate faculty and staff evaluations of Board of Governors, and all administrators at the Dean level or higher</p>
Anniversary Adhoc	<p>Per D. Ryan Email 11.20.20</p> <p>50th Anniversary - General meeting held no meeting. Chair made a December meeting due to perception there was not enough work ready to perform currently.</p> <p>History Subcommittee of 50th Anniversary - All three campuses researching items for museum displays, newspaper insert, and time capsules. Community Education staff now working with subcommittee in providing artifacts and documents. Searching for volunteer author of newspaper insert with suggestions of English faculty outside the committee. College committee will be polled for items to be placed in time capsules. Suggestion of quick moving video at a high traffic area of each campus with short interviews and images. Suggestions made for potential interviewees for the oral history production.</p> <p>As of today – LRC and Bookstore areas are going to be spruced up for displays and there will be an email with a time capsule recommendation.</p>
Assessment	<p>Per email 1.10.2021</p> <p>Notes From The Assessment Committee</p> <p>Welcome back everyone!</p> <p>As we begin 2021 let us continue our focus on assessment processes.</p> <p>We have made great progress, but we can improve our assessments and reports.</p> <p>Three changes will make a difference.</p> <ul style="list-style-type: none"> Aligning student learning, course, general education, and program outcomes Expanding data reports to include grade distributions on exams, quizzes, assignments, or observations Following-up on previous assessment recommendations by implementing a plan, re-assessing, and closing the loop <p>Need an idea for a FERC goal in 2021?</p> <p>Consider using one or more of these suggestions.</p> <ul style="list-style-type: none"> Select a course and work with Kim Patterson, Distance Education Coordinator, to build and align course and student learning outcomes in Blackboard. This will make data collection for your assessments much easier. Set-up a meeting with colleagues to discuss best strategies for assessing a course in your area. Visit one of the Assessment Committee meetings to learn more and share your suggestions for improving assessment processes at Northern. Meetings are usually held at 11:30am on the first Friday of each month. Check with a committee member to confirm date and time of monthly meetings.

	<ul style="list-style-type: none"> Plan to participate in the fall or spring peer review of assessments. Invitations are sent to all faculty during the semesters. Build a grading rubric to facilitate grading and aid in data collection for assessments. <p>If you are new to building and using rubrics, watch these videos.</p> <ul style="list-style-type: none"> This linked video explains how to create a rubric in Blackboard. https://www.youtube.com/watch?v=POhBGYd_oNU This linked video demonstrates how rubrics are used in Blackboard grading. https://www.youtube.com/watch?v=-9QOpo1b9co <p>Assessment Committee Members</p> <table> <tr> <td>Darcey Ferrell, Chair</td><td>John Lantz</td></tr> <tr> <td>Patricia Roper</td><td>Jennifer Lantz</td></tr> <tr> <td>David Stoffel</td><td>MaryJean McIntosh</td></tr> <tr> <td>Daniel Gomez</td><td>Rustem Mulyuk</td></tr> <tr> <td>Dana Indermuhle</td><td>Michael “Dave” Lawson</td></tr> <tr> <td>Dennis Bills</td><td></td></tr> </table> <p>Have a Great Spring Semester!</p>	Darcey Ferrell, Chair	John Lantz	Patricia Roper	Jennifer Lantz	David Stoffel	MaryJean McIntosh	Daniel Gomez	Rustem Mulyuk	Dana Indermuhle	Michael “Dave” Lawson	Dennis Bills	
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BOG	C. Kefauver Met in December – temporary strategic plan approved. Blue Field State College coming into OVMC.												
Budget Development	C. Kefauver Capital requests – If you would like to know if your requests made the list, contact Chris.												
Curriculum	K. Herrington Changes approved in surg tech and welding as well as two new programs Substance abuse intervention technician, and substance abuse intervention specialist. Revised some 2+2 programs with Franciscan and WVU, both schools requesting a formal signing of documentation for press release and advertising. Some changes to a few courses to accommodate the new programs - students who complete additional work experience hours will be eligible to become certified as Peer Recovery Support Specialists or Prevention Specialists through the WV Certification Board for Addiction & Prevention Professionals. A few changes to existing course descriptions too. Curriculum changes must be in this month for changes to Fall 2021. If not in then the changes will not take place until fall 2022. M. Watson said her proposal had been approved but was still saying rejected in Curriculog. K. Herrington explained why and how they have found a work around to get approvals.												
Danford award	No report												
Distance Ed	Will meet late Thursday morning, January 14, 2021.												
Enrollments	No report												

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Faculty Emeritus	Ardel emailed Hollie – No one is eligible. John asked Hollie to follow up to be sure we are not missing anyone.
Faculty Promotion	Will be meeting soon.
FERC	Friday, January 22, 2021 is deadline to submit to respective Division Chair.
IT	No report
LRC	No report
Mental Health	Report received by RJ with data of current usage. Template letter will be available soon for faculty to use if you have a student issue.
Open House	No report
Professional Development	C. Hippensteel Reviewing as they come in
Retention	C. Hippensteel Hundreds of cold calls have been made Reviewing 'hold policy' as small amount of money (\$1.52) stopping students from registering.
Rules	Per D. Ryan email 11.20.20 November monthly meeting cancelled as only two rules on the agenda to review. Will reconvene in December. As of today: No additional information from December meeting.
Safety	No report
Scholarship Committee	No report – meets in the spring
Student Appeals	Meeting soon

Next meeting: February 5th, 2021 2pm

Motion for Adjournment: B. Peterman/H. Buchanan - motion carries

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ATTENDANCE:

Frank Decaria attended on Greg Winland screen

Kathy Herrington joined after screen shot

Those with phone numbers only listed did not identify themselves.

K Kriechbaum (Me)		DS David Stoffel		M mjmac	
John Lantz (Host)		DR Delilah Ryan		NO Natalia Omelchenko-Comer	
K kherrington		G Gene		PH Paige Holt	
AF Abel Frohnapfel		G gwinland		P proper	
A adahlem		Heather Kalb		R.J. Canter	
AK Arlene Kuca		H Heidi		RC Robert Combs	
B Bonnie		Hollie Buchanan		RM Rustem Mulyuk	
B Brandy		JS jen sparachane		SL Said Leghlid	
C Chana		JL Jennifer L.		SC Sara Cunningham	
C chippensteel		JD Jeremy Doolin		SD Sarah Davis	
C ckfauver		J jkeyser		SO SCOTT OWEN	
C crogerson		J jlabriola		Sequin Suggs Martin	
C Crystal		JR John Reho		SW Stephanie Warner	
Dana Indermuhle		J Joyce		TP Tami Pitcher	
DG Daniel Gomez		MH Melanie Hausinger		17406324051	
DF Darcey Ferrell		MS Melissa Stephens		17406331100	
DL Dave Lawson		M michele		DK Deborah Kleeh	
DH David Hays		MK Misty Kahl			
DS David Stoffel		M mjmac			