



Faculty Assembly - Meeting Minutes

Facilitator / President: Scott Owen	Meeting Date: November 18, 2016
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

- a. Attendance – Weirton: R. Brinkley, R. Canter, A. Dahlem, F. Decaria, G. Winland,
- b. New Martinsville - none
- c. Wheeling – C. Baker, A. Beatty, R. Berry, J. Britt, H. Buchanan, J. Doolin, R. Edwards, D. Ferrell, D. Fitzgerald, B. Fulton, M. Grubor, C. Harbert, K. Herrington, C. Hippensteel, C. Kefauver, J. Kriechbaum, J. Lantz, S. Ledergerber, M. Marlin, M. Merz, S. Owen, B. Peterman, D. Raveaux, J. Remias, C., Rogerson, P. Roper, D. Ryan, P. Sharma, M. Stephens, D. Stoffel, M. Taylor, M. Watson, and T. Hess.

II. Review Minutes [10 min.] – moved to later in meeting to accommodate guest speaker

III. Guests: Dr. Riley – per her request, Shannon Payton, and Melanie Baker

Presenter	Topic(s):
Dr. Riley - 1:30-1:55pm	<ol style="list-style-type: none"> a. HLC-Dr. Riley extended big thanks to those that have worked, up to months, to prepare for the visit. They (HLC team) were very straight faced however she anticipates/speculates, concerns with students, faculty credentials, assessment, and..., they have up to a month to send us the report. At that point we have opportunity to correct factual errors. b. Mid-year budget cuts – pleased only 2% it could have been so much worse. Higher Ed is not exempt from the cut. 2% = \$138,000 for WVNCC. Revenue is estimated 8% below so revenue \$485,000 short. Holding money in personal services (savings to use later). She fully believes we can hold onto current level of staffing and services. She will email details to whole college at a later date. S. Owen asked about statewide hiring freeze, she confirmed that is true. c. P. Roper – Referenced comment made by Dr. Riley at the faculty salary committee whereas she stated that <i>she is shocked and amazed that people are willing to come here and work for \$33,500</i>. Dr. Riley confirmed true but not intended to be offensive as it was taken. R. Berry asked if A. Frey is returning. Dr. Riley confirmed she did not get placed in the position because of previous employment; she did apply and go through hiring process. d. Promotion policy – Riley had good discussions about the draft policy and is still working on it. e. J. Britt – Regarding overload disbursement pay date – what is the earliest pay date possible after New Year? Riley discussed process of working through schedule/div chair/VPAA/HR and assures the school will send payment as soon as possible. f. M. Taylor – Asked for confirmation that the VPAA/President has ability to place new faculty higher than instructor at hire. Dr. Riley confirmed – that with appropriate criteria to reference. However she feels the criteria to fit is not evident. g. K. Herrington – referenced that adhoc Promotion Committee in submission of (draft) new promotion policy, research of how other comparable institution handle appointment/promotion was included.



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1:55-2:00pm

MOTION: D. Stoffel/H. Buchanan approve October 7, 2016 minutes pending adding B. Fulton to attendance.

2:00-2:55

MOTION: M. Gruber/P. Sharma - close meeting to discuss staff/faculty concerns.

MOTION: K. Herrington/B. Peterman - come out of closed session.

S. Owen reads document previously prepared...

MOTION: K. Herrington/M. Gruber - "MOTION: Faculty Assembly will send a request to our Chief Human Resource Officer, asking her to investigate whether filling the position of the Vice President of Economic & Work Force Development without posting it internally or externally is a violation of WV state policy and an ethics violation on the part of Dr. Vicki Riley, President of WVNCC based on the following:

Although we understand that under the "will and pleasure" caveat, the President has the right to create or discontinue positions, reorganize or engage in re-structuring, and assign additional duties or re-assign duties to individuals in certain classified and non-classified staff and administrative positions, we believe that filling an open, vacant position which has not changed or been re-structured by re-assigning a particular individual to it does not fall under "will and pleasure"

Faculty Assembly believes this action has the potential to cause harm now or in the future to internal faculty or staff members who may have been qualified for the position but were not given the opportunity to be considered for it, and therefore may lead to grievances.

Faculty Assembly believes this action has the potential to cause harm now or in the future to the individual who was re-assigned to the position by depriving him of the choice to apply for the position or not, resulting in the possibility of coercion.

Faculty Assembly believes this action, if unchallenged, may set a precedent that allows the President to violate other policies that are in place."

Motion passes with one abstention



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S. Owen reads document previously prepared regarding a vote of no confidence in President Vicki Riley. See following:

MEMORANDUM

To: Board of Governor's, West Virginia Northern Community College
From: The faculty of West Virginia Northern Community College
RE: Dr. Vicki Riley, former Vice President of Academic Affairs, and now President, West Virginia Northern Community College
Date: 11/18/2016

BE IT RESOLVED THAT

WHEREAS, the faculty of West Virginia Northern Community College are committed to a collegial and supportive climate in which excellent teaching and learning can thrive, and quality programs can grow, and

WHEREAS, under Dr. Vicki Riley's leadership as the Vice President of Academic Affairs for several years, and now as President, the Respiratory Therapy program lost its accreditation, the Surgical Technology Program was put on probation by their accrediting board, and the Nursing program, after being cited for three consecutive years for violations of state law or policies of their accrediting board without resolution, was mandated to reduce the number of students accepted in the Nursing Program by 50%, which reduces enrollment in the support courses, and therefore harms the entire College, and

WHEREAS, under Dr. Vicki Riley's leadership as the Vice President of Academic Affairs, and now as President, a request from the Program Director of the Criminal Justice program to put the program online was denied, although several other programs were approved for online, resulting in the resignation of one full-time faculty member, and the retirement of another, leaving us with NO full-time faculty to serve this program, and

WHEREAS, Dr. Vicki Riley, as President of West Virginia Northern Community College, has refused to honor the approved Faculty Salary Schedule, and denied salary increases to faculty and staff if not mandated by the state of West Virginia, but approved salary increases to certain administrators of West Virginia Northern Community College, including herself, in spite of budget reductions and reduced enrollment, and



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WHEREAS, Dr. Vicki Riley, as President of West Virginia Northern Community College, in spite of decreased enrollment and critical funding challenges, has entered into, and asked the Board of Governor's to approve, a multi-million dollar project, without completing a feasibility study, to purchase property and expand services by purchasing and developing the Wesco property for additional space for the Applied Technology Programs, whose future enrollment is uncertain, and

WHEREAS, under Dr. Vicki Riley's leadership as the Vice President of Academic Affairs for several years, and now as President, there has been an inordinately high rate of turnover among faculty and staff, some in as little as two years or less, with many of these vacated positions not being filled, resulting in a lack of stability, and

WHEREAS, Dr. Vicki Riley, as President, has, under a claim of "re-organization", assigned individuals to open positions without regard to WV State policies and codes of professionalism and ethics regarding posting positions internally or externally, and

WHEREAS, Dr. Vicki Riley, as the Vice President of Academic Affairs, and now President, has consistently failed to act or obstructed efforts of the faculty to address the critical issues of promotion, intellectual property, and a conflict of interests in regard to the President and the Chief Human Resources Officer, and

WHEREAS, the faculty believe that Dr. Vicki Riley, as the Vice President of Academic Affairs, and now as the President of West Virginia Northern Community College, has engaged in acts of discrimination and retaliation or favoritism toward certain faculty or staff, which has resulted in denying some individuals the opportunity to be considered for positions or assignments for which they are qualified, and other faculty or staff being selected and "re-assigned" to certain positions who may possess less expertise or are less qualified than others, and

WHEREAS, the faculty believe that Dr. Vicki Riley, as Vice President of Academic Affairs, and now President of West Virginia Northern Community College, has contributed to a hostile work environment, and has repeatedly demonstrated an inability to resolve problems and issues related to transparency, shared governance, declining enrollment, retention of students, staff, and faculty, and fiscal responsibility,

The faculty of West Virginia Northern Community College hereby levy a vote of NO CONFIDENCE in Dr. Vicki Riley, as the former Vice President of Academic Affairs, and now as the President, believing that she is not able to provide fair, effective, and competent leadership to the faculty or staff, and respectfully request that the Board of Governor's ask for her resignation or remove her as President of West Virginia Northern Community College.



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MOTION: C. Hippensteel/R. Berry - do not vote on this matter today.

Extensive discussion to follow

R. Berry withdraws her second

Motion fails due to second being rescinded.

MOTION: K. Herrington/R. Edwards Motion to approve a vote of no confidence in President Vicki Riley.

Discussion continued – vote followed.

Motion passes with 38 Yay and three abstentions.

MOTION: D. Stoffel/C. Baker – please send Motion with vote tally to Board of Governors and Chancellor Sarah Tucker of WV today.

S. Owen read by-laws for verification of quorum.

B. Fulton please consider donating to LRC employee Tillie that lost everything in a house fire.

IV. Current Requirements: [Excluding Above Administrative Requirements.]

	Topic	Purpose	Max. / Time Limit
1.	CTCS HR Audit Report – September 19, 2016 / Take Action WVHEPC	Compensation	As Needed.

V. Committee Reports:

Name	Topic(s):
Retention	SUBMITTED VIA EMAIL – NOT DISCUSSED AT MEETING Retention Committee Report: There was a Retention Committee meeting held on October 24, 2016. An advising workshop for staff was held on November 17th and for faculty on November 18th presented by Dr. Jess Tuck and Mr. Joe Murray. Academic advising forms and a listing of academic advisors and their programs can be found under Student Academic Support Services on Northern's website. The Student Services Center would find it helpful to have access to faculty's outlook calendars to determine their office hours for student referral purposes. They would not be using the calendars to schedule student appointments. Joyce Britt informed the committee that faculty office hours are posted on their doors or nearby bulletin board.

VI. Next Meeting: Tentative

Meeting date:	1/13/2017
Meeting start time:	1:30 p.m.
Meeting end time:	3:30 p.m.

VII. Action Items For Next Meeting:

Person Responsible	Notes / Responsibilities

3:00PM - B. Peterman/D. Raveaux motion to adjourn meeting.