

MINUTES



WVNCC Faculty Assembly

Date: March 6, 2026

Time: 12:10 pm

Location: Zoom & EC407

Call to Order: Faculty Assembly President Heidi Napier

Guests: Dr. Hawk

Promotion policy:

- The task force has been working for months, and the draft promotion policy is ready. Teaching, professional development, and service has been changed to Teaching, Service to students, and service to college. Definitions have been refined to show expectations for each level; instructor, assistant, associate, and professor. Thorough walk through of the document with faculty questions/concerns including:
 - C. Baker: elimination of tracks new masters and/or doctorate for those in academic not necessarily required
 - J. Reno: 42 merit points are expected each year for three consecutive years
 - H. Ryan: required merit for three years
 - B. Sole: this eliminated the 900 hours she has been trying to achieve
 - D. Gomez: FeAmp alignment nearly ensures success so if merit was not submitted, that faculty is not eligible for promotion under new merit requirement
 - H. Ryan: 3 of 5 years need 42 merit points
 - L. Guzek: possible for faculty to write up defense of previous years accomplishments if you did not apply for promotion
- Dr. Hawk is sending draft via email to all faculty at the conclusion of the meeting. She answered questions, and asked faculty to please read thoroughly and send any questions or comments to her within the month.

Class Modalities:

- Review the document sent to all faculty via email and submit questions or concerns to Dr. Hawk but unless a significant issue arises, this will be the working definitions moving forward.
 - H. Ryan – be sure advising is aware of what these definitions mean
 - H. Ryan – define instructor location in each modality
 - H. Buchanan – did students have input – Dr. Hawk: yes it went to focus group and SGA

Grade appeal procedure:

- Brightspace access closes shortly after the close of the semester so the access will be extended to two weeks to accommodate students having access for grade appeals.

Roll Call / Attendance: Baker, Binkiewicz, Buchanan, Canter, Carr, Combs, Doolin, Ferrell, Gomez, Harbert, Hippensteel, Kahl, Kefauver, Kerns, Keyser, Killeen, Kleeh, Kriechbaum, Labriola, Jennifer Lantz, John Lantz, Lawson, Leghlid, Modra, Mulyuk, Napier, Newhart, Newhart, Nichols, Pitcher, Reho, Riggs-Suslovic, D.Ryan, H. Ryan, Guzek, Sheldon, Sole, Spigelmyer, Stephens, Timko, Tugali, Walter, Winland

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Motion to approve February 2025 Faculty Assembly Minutes: M. Kahl/P. Kerns

Reports of Officers:

- Faculty Assembly President: Heidi Napier
 - Discussion on selection committee for the next President – faculty representatives will be chosen by the board this week.
 - Constitution and Bylaws – revision and review in progress
 - Emeritus granted for Dave Stoffel – has not seen the request for Joyce Britt emeritus status
- Board of Governors (BOG) representative: Lyndsie Guzek
 - Nothing additional from the minutes
- Advisory Council of Faculty (ACF) representative: Deborah Kleeh
 - No meetings no updates

Reports of Committees

Standing Committees

- CIC – Per H. Napier email: budget discussion and request for review by CIC for final proposed budget to board in March
- Institutional Effectiveness - Pam sent out survey
- Budget - Nothing to report
- Assessment – peer review went live today
- Academic Appeals - No appeals
- Academic Judicial - per H. Ryan email: did not meet
- Curriculum & Academic Policy - Per J. Lantz email: Jan minutes & Feb agenda attached to email
- DEI – renamed/restructured to You Belong Here
- Distance Education - Per H. Ryan email: Did not meet
- Enrollment - Have not met
- Retention – met this week – new goals were set
- Early Entrance - Nothing to report
- Open House - Please attend!
- Institutional Technology - No response
- Academic Resource Center - No meeting
- Mental Health – no new updates
- Professional Development - Per H. Napier email: no meeting
- Rules – No response
- Safety - No response
- Scholarship – Per H. Ryan email: Scholarship will be meeting via ZOOM Monday March 9 at 3pm- this will be our first meeting in years.
- Student Appeals - No appeals
- Text Affordability - No meeting

Special Committees

- Faculty Emeritus: No update
- Faculty Merit: FEAMP: Per H. Ryan email: Jenn Lantz should have a full update, but in short, Megan sent out a survey to get feedback about the online FEAMP process- Please fill it out.
- Faculty Promotion: Per H. Napier email: no meeting – Will meet later this month

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- Faculty Promotion Task Force – Work is completed and the final proposal will be brought to assembly once released by administration
- Faculty Salary: John will update with potential raise information
- Danford Award: No report
- Symposium Task Force: No report

Old Business:

- 1) C. Baker:
 - Common Course Numbering
- 2) H. Napier:
 - Committee Structure
 - i. Wendy Doolin requests, via email, leave Assessment Academy as its own committee, do not merge with Assessment. Several faculty that have worked with these groups strongly agree with Wendy's request.
 - Name revision of appeals committee
 - Be mindful of committee requirement on faculty contract
 - Faculty support eliminating ARC, IT, DE, and scholarship
 - MOTION: we send forward the things we just discussed. C. Kefauver/T. Pitcher
- 3) H. Napier: Framework of ByLaws
 - Email she sent Wednesday is the starting point to revise the existing bylaws. Including state code and HLC alignment.
 - i. Submit input to any exec member prior to Friday, March 27th (next exec meeting date).

New Business:

- 1) FLOWV with this blurb in the agenda if possible:
 - The Foundational Learning Organization of West Virginia, or FLOWV, is an organization whose aim is to explore practical ways to better serve students who are taking foundation courses at 2 and 4-year colleges and universities in West Virginia. Formerly WVADE, the West Virginia Association for Developmental Education, we are inviting any interested faculty to join us. Membership is free and open to any faculty or staff member who teaches developmental English or mathematics course or any foundational learning (100 or 200 level) course. If you're interested in joining, please contact Chana at cbaker@wvnc.edu so we can add you to our mailing list.
- 2) J. Kriechbaum – executive committee member elections
 - At April executive meeting, both outgoing and incoming are required to be present.
 - Election of 2026-2027 executive officers will be held via google form. Ballot will be emailed to faculty at the conclusion of this meeting and remain open through Saturday. J. Kriechbaum will email results Monday morning.

Adjournment: Chris Kefauver/V. Tugali

Next Meeting:

April 6, 2026 – 1pm