

FACULTY ASSEMBLY MINUTES



Meeting Location: EC 121 & Zoom
 Meeting Date: January 10, 2025
 Meeting Start Time: 1:03pm
 Facilitator/President: Chana Baker

- I. **Call to Order** – pm Robert's Rule of Order
- II. **Attendance** – sign in sheet attached for those on Wheeling Campus. ZOOM: J. Reho, R. Mulyk, C. Hippensteel, B. Killeen, S. Vinka, R. Combs, D. Gomez, H. Napier, R. Canter, Prior excused: T. Pitcher.

Faculty Assembly	Guests
fac assembly jan 10, 2024 Joe Wetzel Barbara Napier Keenan David Hays John G. Galli Angelica Radevski Jill Keyser Darcy Riggs-Sudovic Madaine Murad SAID LEGLID Melissa Tinko Natalie Omelchuk Cornell Sheldon Greg Winters Katie Buchanan Heidi Ryan Vikram Jazani Jeremy Doolin Jennifer Lantz Lyndsie Scott Guzek Maeybeth Emmert Hannah Westfall May Ellen Cassidy	Bonnie Peterman Brenda Solé SARA WALTER JOHN LANTZ Erin Carr Chris Kefauver Jacy Britt Darcey Ferrell Jan Yabs Jay Minor Deborah Klee Melissa J. Stephens Kristy Kagle Dava Lawson Jessica Nichols

III. Guests

Wendy Doolin

With K. Patterson's retirement, J. Doolin has been given admin rights to Brightspace. The distance ed/instruction design coordinator is posted.

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	If your 5-year program review due this year you will be contacted via email. Course assessment and program reports extended to Friday, Jan. 17. Contact Wendy Doolin with any questions/concerns.
David Barnhart	Comprehensive presentation recapping the marketing efforts from the team including but not limited to, in person both on and off campus, various mediums, special events, geo-fencing after EGCC closing announcement, new website, and much more. Matt Thorn primarily responsible for outreach. New Martinsville position has been posted.
Dr. Mosser	Strategic Planning – This time starting with SME review. The SWAT and Environmental Scan, combined with the session to be held with community leaders (faith base leaders, employer partners, business executives, approx. 50-75 people) will drive the decision of the goals to be met over the next 3-5 years. Requests faculty be active participants in this ground up planning process.
Dr. Hawk	Academic Calendar: Jan 2026 will go back to start after MLK day. Fall 2025 start date and Commencement 2026 is still to be determined. Requests that we continue the bringing concerns and commentary forward. She will continue to advocate for faculty and report back. Instructional Workload: Focus has been on institutional policy writing. Research on existing documentation has very difficult to find hard evidence of. Many “policies” need to be written. All editing of existing or creation of new policy will be put through CAP. Email communication: She will continue to send “digest” emails but when a “finger-wagging” email is sent be aware that it may be a blanket statement not pertaining to particular faculty but information that she wants all to know. Books: J. Sayer is contact for contractual information, but Dr. Hawk is the lead for communication with bookstore.

IV. OLD BUSINESS/AGENDA ITEMS:

C. Baker	MOTION: Approval of November 2025 minutes Buchanan/L. Aaron Motion Carries
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V. NEW BUSINESS:

C. Baker	Donations for H. Kalb can be given to B. Peterman, R. Spurlock, C. Baker, L. Scott-Guzek. J. Britt retirement May 2025 Thank you, faculty, for all your hard work. She sits on committees internally and statewide. Reporting back that WVNCC is killing it. Commencement Committee Report:
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Commencement Team Minutes

Monday, Nov. 4, 2024

Via Zoom

Attendees

Dr. Mosser
Becky Yesenczki
Janet Fike
Dr. Hawk
Tami Alfred
Stephanie Kappel
Chana Baker
Regan Blaha
Nolan Rawlings
Ida Williams
Rana Spurlock
David Barnhardt
Sandra Morris

Absent

Robert Brak
Rita Lyons

1. Purpose of Commencement Team

Our purpose is to focus on the planning of ceremony/choosing of the venue & key-note speaker/Identifying Key Workers/Define and clarify jobs. Chana Baker or (a faculty representative) will be a permanent member of the Commencement Committee representing faculty concerns. Nolan was asked to help with the student surveys and help organize workers, keeping a list of the workers and their assigned roles. Example -Ida Williams – Marshal Coordinator Reception workers/Programs/Room Attendants, etc.

2. Date for Commencement 2026 – Academic Calendar

We are changing commencement this year to the first Thursday after grades are due so that the true valedictorian is identified, and we'll have a better sense of who is graduating and who is not. Fall out to change is the academic calendar. The summer start and fall start dates have changed.

A decision is needed for the 25-26 academic calendar to determine if we will move forward with having commencement a week after grades are due or do we go back to the previous commencement date on the Thursday before the end of the semester.

- Becky would like to have a 2-year academic calendar (25-26 & 26-27) cycle. When we decide to have commencement will dictate how the academic calendar will be designed.
- Chana Baker expressed faculty concerns regarding students not coming back to participate in commencement. Also, how does having the 3 days in between the end of the semester and commencement affect the faculty duties Finally, extending the commencement date inherently extends the summer and fall semester dates which affects faculty's off time. Many Faculty will take vacation during the week immediately after the end of the semester to the beginning of the summer start which is now only a week now with commencement being the Thursday after the end of the semester.
- Dr. Mosser voiced his concern about ensuring that the student chosen as valedictorian is the true one. Since he has been here, we had at least 1 incident where the valedictorian that represented the students was not the true valedictorian. The highest QPA cannot be determined if grades are not turned in prior to commencement. Historically, the calculations were based on student performance up

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	to the prior fall semester. Northern determines the valedictorian by using the gpa and the least amount of credit hours. • Stephanie Kappel suggested we keep the senior students engaged until commencement by having student-centered activities with Regan. • Janet brought up that we still have the outstanding graduate for each campus that is not necessarily the student with the highest gpa. She also said that historically, we've never had the final grades calculated in the gpa to determine the valedictorian. • Angela – Moving commencement to the week after the end of the semester is a pilot. Making sure that we compare participation this year with prior years to see what type of attendance impact the change has had is going to be important. Faculty is on contract for 17 weeks and is technically off contract if commencement is the week after the end of the semester. • Janet pointed out that there are only a few students who have a 4.0 gpa at the end of the fall semester prior to graduation. This should put them on our radar and asked Chana how likely it would be for faculty to let us know what the projected final grades would be for these few students. Chana said that she personally would not have an issue with monitoring students who are in the running for valedictorian. She also thought it reasonable to ask faculty to monitor their top students in regard to choosing a true valedictorian. • Becky voiced another concern if we have commencement on the Thursday before grades are due, students may have exams on the Friday the day after commencement. • There was a concern that the Nursing students may be negatively impacted for taking state board testing being a week behind the traditional time. The concern was deemed unfounded based on when the certifying process has been historically executed and that it does not affect the NCLEX testing process for nursing graduates. • Faculty wants an academic calendar for 2026. Dr. Mosser suggested developing and choosing from Calendars A or B as options. Financial Aid needs to know the dates of the next academic year cycle by February 1st (drop dead date). • Backwards design of academic calendar was suggested from the latest date counting back 16 weeks was suggested. A suggestion to push Fall Semester start after Labor Day was made, but the semester end date would be 12/22 which would interfere processing that should be completed prior to the holiday campus closure. 3. Review of Wrap Up Items from Last Year was tabled to next meeting. 4. New Diploma Sample from the new Parchment diploma service was shared with the committee. Parchment will produce/mail diploma/digital diploma access. Dr. Mosser suggested alternative language edits. 5. Review of Roles: Marshal Coordinator (Ida), Worker Coordinator (Nolan), Reception Coordinator (Kristi? Kaitlyn? Missy?) Make sure that faculty speak to students who were borderline of not passing.
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	6. Keynote Speaker Suggestions – Dr. Mosser 2 suggestions - FORM Energy leaders (2) CEO/MPLX CEO; Mike Rowe (Dirty Jobs) or Ryan Weld 7. Location of Reception – It was recommended that the reception be held at Wesbanco due to restoration construction. 8. Discussion – Valedictorian/Graduates: Grades Will Be Available Before Commencement 9. Meeting Cadence - Next meeting Dec 2 @ 11 - Decisions on academic calendar/Keynote Speaker. 10. Other Business • Janet brought up that we, as a whole institution, need to make sure that students are ordering their cap and gowns in a timely fashion. Last year we had to order a bunch later and then run them to the different campuses. Regan has to rebid the cost of ordering the additional gowns because the cost is over \$2500. To ship to home deadline is around March 15 and the ship to campus deadline date is in April. • Dr. Mosser asked David to make sure that we are notifying students hard in late January/early February to ensure that the students are ordering the regalia as early as February 1 if possible. • Becky has requested that emails are sent from faculty, advisors, etc., to help identify potential graduates. • Dr. Mosser suggested that possibly a checked box feature could be built into a CRM to help notify the appropriate staff that a student is close to or ready to graduate. • The possibility of Kim Patterson building an automatic push for graduation announcements in Brightspace. (Regan already does text/email announcements for commencement). Possibly more signage and better visibility on the website regarding graduation. The meeting adjourned at approximately 12:10 pm.
H. Ryan	Concerns about the inconsistency in the promotion policy. J. Lantz, FEaMP chair, did confirm some of Heidi's concerns but these topics are all going to exec and then to the appropriate committees.

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VI. OFFICER REPORTS

C. Baker	President: See the CIC report below.
C. Kefauver	BOG: no submission
D. Kleeh	ACF: Draft minutes from Nov. 2024 I. Call to Order, Chair's introduction, Eloise Elliot A. Meeting called to order at 3:00 p.m. B. 19 members present – constitutes a Quorum (1/2 or more) C. Introduction of new and returning members. i. Jack Sheffler is the new representative from Bluefield State. ii. Nathan Van Vranken (absent) is the new representative from Eastern. iii. Deborah Kleeh is the new representative from Northern. iv. Christopher McClain (absent) is the new representative from WVU Tech. D. Officers: i. Eloise Elliot is the chair. ii. Kathy Cox is the vice-chair. iii. Joel Farkas is the secretary. iv. Todd Clark is the legislative advisory coordinator. v. Barbara Ladner is the webmaster. E. Eloise provided an introduction, and overview of the role of ACF. The ACF is established in state code, section 18B-6-2. F. Continuing faculty concerns include: inadequate compensation, PEIA cost increases, faculty evaluation procedures, lack of shared governance, library services, use of generative AI, student recruitment and retention, faculty retention, tenure at CTCs, campus carry implementation, family/disability leave for faculty, faculty credentials for teaching, dual enrollment costs, course sharing costs and ownership. G. The 2025 legislative session begins February 16 and ends April 12. I. Legislative updates, Matt Turner A. Matt Turner provided updates from HEPC, and the upcoming legislative session. Kristin Boggs is leaving for another position. She will be missed. B. Matt summarized the results of the election, saying that Republicans will have an even larger super-majority in both the state house and senate. Leadership is yet to be determined, but many of the key committee chairs (education, finance) will likely remain the same. It is unclear what goals legislators will have for higher education, but ACF should reach out to legislators to provide advice and help craft bills. I. AI in higher Education, Sean Bulger A. Sean Bulger presented on WVU's online education program. He described the impact of generative AI on issues such as privacy, security, and student cheating. He also discussed AI policies, and how faculty should adapt teaching to a world where AI usage is increasingly common. His presentation included several useful links for students and faculty.

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7. Faculty compensation, Joel Farkas
 - A. Joel Farkas presented data of statewide faculty salaries, though this data was specific to the CTCs, and not necessarily applicable to the more diverse faculty of the 4-year colleges. Over the last 10 years, faculty salaries have increased steadily, at a rate comparable to US inflation. However, inflation was unusually high during the pandemic, and salaries have mostly lagged behind.
 - B. It was pointed out that salary growth is poorest for full professors. Lower ranks benefit from a 10% minimum raise at promotion. Full professors may go 20 years or more with only the sporadic raises, which don't keep pace with inflation. In discussion, it was mentioned that some colleges give additional raises, similar to the 10% promotion raise, to full professors, at regular intervals.
 - C. There was also talk about salary equity between faculty at their own institutions. There have been instances of substantially similar faculty earning significantly different salaries. The major reasons for this are infrequent adjustments to the starting salary scale, sporadic raises given to current faculty, and non-standard application of two raises when a faculty member is promoted, and another raise is given to all faculty.
 - D. Heather and Joel are forming a committee to gather more data and recommendations.
7. Student concerns, Luke Sweat
 - A. Luke Sweat, president of the Advisory Council of Students (ACS) spoke about the Higher Education Health and Aid Act. He wrote this and introduced this to the legislature, and is hopeful that it will get passed. As he described it, the Hunger Free Campus Act failed because it was poorly worded and contained critical errors.
 - B. Luke did not mention mental health, student retention, or engagement. This may indicate improvement in these areas, as these were points of concern from ACS last year.
7. Faculty evaluation procedure, Eloise Elliot
 - A. Eloise distributed a 1-page summary, template document, and asked all reps to bring this to the retreat.
 - B. Eloise led a session where we all looked at the other schools' evaluation procedures and discussed similarities, strengths, weaknesses, and concerns. In discussion, it was mentioned that WV state code, and HEPC/CTC series 9 require that all faculty are reviewed on an annual basis, which was not the case at all schools. This was most common with fully-promoted, tenured faculty.
 - C. Several reps mentioned that their schools recently revised, are currently revising, or are looking into revising their evaluation procedures. Douglas, Kandas, and Debbie are forming a committee to consolidate the 1-page evaluation summaries, into guidelines.
7. General Session with HEPC, Corley Dennison
 - A. Corley provided an update on the state of HEPC and likely political issues which will move through the pipeline in 2025.
 - B. Politics. In the wake of the recent elections, there is a great deal of uncertainty what will happen in higher education. Donald Trump has stated that he wants to dismantle the department of education, but has

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offered no explanation what this entails. Governor-elect Patrick Morrisey has stated several intentions for K-12, including expanding school choice, and the HOPE options. But he has said very little about higher ed. At this time, we are not tracking any pending or anticipated bills. We should have a better idea what to expect by December or January. We are anticipating a budget deficit, which could be as much as \$30-40 Million. This could mean cuts to higher education and PEIA.

- C. Libraries. Faculty have complained that certain journals are not available. Journal publishers won't let libraries come together to bargain for more journals or lower prices. To address these issues, WV has created a library consortium, West Virginia Educational Resources (WVER). WVER can now negotiate with EBSCO, and has gotten better pricing. Presumably they can apply some of that savings to buy access to more journals. Corley also mentioned that we are working with PALCi, the Pennsylvania library consortium, and that if we really want to improve the situation, we should create a statewide library system, which would require an act of legislature.
- D. Great teachers. This is one of the longest running teaching conferences out there. This is the 32nd year. It is funded through HEPC, and they approved a \$1600 funding increase for this year's conference.
- E. Transfer rate. Corley expressed concern about West Virginia's low transfer rate. Statewide, fewer than 1000 students transferred from a 2-year college to a 4-year college. In discussion, it was mentioned that the funding formula incentivizes 2-year college to graduate students, and that students may be earning associates degrees prior to starting at 4 year colleges. There was discussion of removing barriers to transfer, including a unified curriculum, common course numbering, and a transfer plan.
- F. Microcredentials. Corley discussed microcredentials as an opportunity for higher education. For-profit corporations are creating their own educational programs for employees, so we should work with industry to offer the type of workforce training they desire.
- G. Enrollment trends. In the early 2000s, the college going rate was around 54%, with around 12k high school graduates. Both are steadily declining. Currently, we see about 47% college going rate, and 8k high school graduates. Birth data shows that high school graduates will not recover to previous levels, for at least the next couple decades. In discussion, it was mentioned that some schools have had success drawing students from neighboring states, but this alone will not compensate for declining West Virginia population.
- H. 3 year degrees. American Public University piloted a 90 hour bachelors in cybersecurity. This was approved, but has since come under HLC scrutiny. This type of accelerated degree may not be applicable to most programs and colleges, because title 4 eligibility requires 120 hours. So students could not access financial aid.
- I. Funding formula. Corley mentioned that the funding formula needs to be revised to reflect microcredentials and alternative degrees. In discussion, it was mentioned that some microcredentials are already only two classes, so it seems we should just move to a model where

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	funding is given by credit hour. Corley said this seems possible, and will be a continued conversation within HEPC. J. Dual enrollment. The dual enrollment pilot program was more popular than expected. Legislature expanded funding from \$4M to \$6M. 19 institutions are currently participating. Dual credit requires that credit is granted for both high school and college. To be eligible for funding, these courses must follow a career pathway. Last year, students earned 40k credit hours toward college degrees. K. Open educational resources. To date, adoption of OER has saved students an estimated \$7.5M, and appears to be a great investment. Another round of OER grants is anticipated. There is work on an OER sharing repository, which is also a reason for joining PALCi. L. Course sharing. HEPC is running a pilot for course sharing, through WVRocks. Currently there are two courses offered, through the course sharing consortium. In discussion, it was mentioned that students are currently free to take courses at other institutions, as transients, but the consortium increases awareness of these shared course offerings. I. Business meeting, ACF reps A. The minutes from the July 2024 Meeting are approved as distributed. B. 19 reps were in attendance, as marked above. C. Eloise provided a summary of recent past, and upcoming ACF events. Eloise and Joel were asked to attend the Fall Provosts' conference, which was held in Charleston, October 21-22. Eloise will give the annual update to the CTCS on December 5th. D. Barbara is leading the effort on the Great Teachers Conference. This is the 32nd year. E. There is no mechanism for 9-month faculty leave for medical emergency. Most institutions only allow 5 days of absence before cutting salary or implementing disability insurance. In discussion, it was mentioned that this is rooted in state code, and that faculty can not continue to receive salary, while colleagues cover their classes. F. Some colleges are including lines in their faculty contracts which specify times which faculty must physically be present on campus. In some cases, faculty are expected to be present on breaks, all days which are not holidays. G. The dual enrollment pilot program pays \$75 per credit hour for students. At this rate, some institutions may be losing money, but for most, they are probably about even. Prior to the pilot program, many schools were charging the minimum \$25 per credit hour. At that rate, most schools would have been losing money. H. Currently, only 1 ACF rep regularly reports to their BOG. In discussion, it was mentioned that schools should at least follow state code. It was discussed what should be done when schools do not follow code, even after made aware. It was agreed that notifying HEPC of the infractions should be the first recourse.
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VII. COMMITTEE REPORTS:

STANDING COMMITTEE	
CIC	Per Chana Baker email: - Institutional effectiveness and assessment of student learning committee recommendations - Looked at the Key Performance Indicators for gateway ENG and MATH courses - Dr. Mosser wants ENG and MATH to evaluate their pedagogy to facilitate better passing rates in gateway ENG and MATH courses; do we need more tutors? More success coaches? - Faculty Learning Communities on the agenda for Feb. 4th professional development - this may address Dr. Mosser's request - Enrollments Management Committee - Projected a 3.1% increase - Dr. Mosser wants the committee to regroup and reevaluate that number; last year's projected enrollment increase was 7% - Capital Requests - The group went through the list of capital requests and discussed the priority level of each request - This document now goes to Cabinet for further review
INSTITUTION EFFECTIVENESS	Per John Lantz email: No Report
BUDGET	Per Heidi Napier/Jeff Sayer email: - Capital Budget - Goal is to have about \$500K to \$700K of projects 35 projects submitted for a total of \$1.2M - Budget committee narrowed to 18 High Priority of \$783K 5 Medium Priority of \$105K 12 Low Priority of \$373K - The general theme of the criteria was safety and student focused - Enrollment Managements suggested approximately 3.2% enrollment & FTE increase - Concerns about historic growth inflated from the closing of EGCC - Note – CIC has met since that time and believed the projection was low and asked to be re-evaluated - Operational Budget - Budget Managers are still working on their budget - Program Fees - Division Chairs, working with Program Dir. and others, have reviewed and made suggested changes for program fees
ASSESSMENT	<i>STUDENT LEARNING:</i> Lyndsie Scott-Guzek: No Report at this time.

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	CO-CURRICULAR: Per L Soly Co-Curricular Assessment Committee Meeting Dec. 10, 2024 3:30 p.m. Attendees: Tina Edwards, Dr. Heather Kalb, Wendy Doolin, Ryan Pasco, Regan Blaha, Lisa Soly Update: First Gen NILI students met Sept. 24. Our first CCAC meeting this year was Oct. 23 when the First-Gen NILI assessment project was presented. National First Gen Day was celebrated Nov. 8. Students received their Leadership books that includes their curriculum for the program. Joe presented the first lesson in Nov. The next NILI meeting is slated for Jan. 27. Reminder: This group of the Northern Inclusive Leadership Institute is comprised of all First-Gen Students. To apply, the students had to explain why they were interested in this program and what it meant to them to be First-Gen. We are going to ask them again (at the end of the program) about what they learned and the impact the program made. These students will be our first group of student peer mentors and we plan to continue the mentor program with future NILI graduates. The idea of First Gen NILI was the result of a conference where we developed a survey that was distributed to all May 2024 graduates. We used the data to develop this project and address the main ideas that surfaced (ex. time management, use resources) GENERAL EDUCATION: No Report at this time.
ACADEMIC APPEALS	Per C. Baker email: No Appeals
ACADEMIC JUDICIAL	Per Heidi Ryan email: No Report
CURRICULUM & ACADEMIC POLICY	Per John Lantz email: *NOTE: minutes from December 2024 meeting will be included with January 2025 minutes on the February Faculty Assembly Agenda. CURRICULUM: Review of the October 11th, 2024, meeting minutes – John Lantz • Corrections to the attendance roster were made because Erin C. and Wendy D. were both omitted. • After the corrections acknowledged and made, Heidi N. motioned for acceptance of the minutes and Jennifer K. seconded. <u>Brandy Killeen – Curt Hippensteel</u> • WELD 100 (New Course) • WELD 101 (Retirement) • WELD 102 (Revision) • WELD 110 (Reactivation) • Curt Hippensteel was not able to attend because he has a class every Friday this semester.

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	- Motion to table all of the WELD proposals was made by Jennifer K. and seconded by Heidi N. because the outcomes for the proposals were not reviewed by Wendy D. or Lyndsie S. as well as other voiced concerns. <u>Jill Keyser</u> - LPN-AND Bridge Option (Reactivation) <u>Pre-requisites</u> *BIO 114 Anatomy and Physiology1 (3 credit hours) or *BIO 220 Anatomy and Physiology for Allied Health Care1 (4 credit hours) ENG 101 English Composition (3 credit Hours) PLA: NURS 134, NURS 144, NURS 132= 18 hours with current unencumbered LPN License. Hours earned after completion of summer semester. - The target implementation cycle for this program is Summer 2025. - Lisa Soly asked will changes be made to the catalog and when. - Approval motion made by Heidi N./seconded by Lyndsie S. - NURS 111 (New Course) This course facilitates the transition of the LPN to the role of the associate degree nurse. - The CLOs and PLOs were reviewed. - Approval motion made by Lyndsie S./seconded by Greg W. - Associate of Nursing (Revision) - Program of study revision (reordering of plan of study). - Approval motion Erin C./seconded by Heidi N. <u>Parnell Sheldon – Dr. Natalia Omelchenko-Comer</u> - BIO 117 (Revision) The course is currently outdated, and does not align well with nursing who requires some changes to the program to fit into their curriculum. These changes should better align the course to the nursing program as well as modernize the course for better outcomes and assessment. - This should allow easier entry for nursing students from the nursing program, as current class form requires pre-reqs. - Add ENG 101 OR ENG 115. - Approval motion made by Heidi N./seconded by Jennifer K. <u>Lyndsie Scott-Guzez</u> - ACCT 122 (Revision) Removal of prerequisites/approval motion made by Erin C./seconded by Lisa S. - ECON 104 (Revision) Removal of prerequisites/approval motion made by Erin C./seconded by Lisa S. - ECON 105 (Revision) Removal of prerequisites/approval motion made by Erin C./seconded by Lisa S. Next meeting will be December 13th. Meeting adjourned – motioned by Lyndsie S./seconded by Heidi N.
DEI	Hollie Buchanan Brandy Killeen Patrick Kerns
DISTANCE ED	Per Jeremy Doolin email:

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	No Submission
STRATEGIC ENROLLMENT MANAGEMENT	Per C. Harbert email: Strategic Enrollment Management Committee met on January 3, 2025. The committee was tasked with reevaluating the enrollment growth goal for fiscal year 2026. The committee decided on the goal of 9% enrollment increase. They also decided on a goal of keeping 87% of enrollment from Fall 25 to Spring 26. The criteria that factor in this decision making: previous enrollment/growth, local population, local graduation rates, area colleges (closures), WV community college enrollment increases, out of state student increases. The committee looked at the following categories of students: in-state, metro, out-of-state, and early access (previously early entrance/dual credit). The committee acknowledged that to reach this goal, the college needs effective staffing and increased efficiency in processes. The committee is striving to be optimistic and realistic when setting the goals.
RETENTION	Per Dr. O: Current Business: Retention and Persistence Report for Fall 2024 Dr. Sharma presented the retention and persistence data for Fall 2024, providing an overview of current trends and potential areas for improvement. Bookstore Issues and Spring 2025 Troubleshooting Strategies The committee discussed ongoing challenges with the campus bookstore and reviewed troubleshooting strategies that will be implemented to address these issues for Spring 2025. Math and English Placement Methods The group reviewed the current methods for math and English placement, considering possible revisions or improvements to better support student success. Supplementary Instruction Update The committee discussed updates on the supplementary instruction program, focusing on its alignment with state requirements and strategies for future implementation. Self-Advising Video for Students Wendy provided an update on the subcommittee's progress in creating a self-advising video to assist students in navigating their academic advising options. Catalog Updates for Courses with Specific Semester Offerings The committee recommended including data in the catalog about courses that are only offered in specific semesters, to help students plan their academic schedules more effectively.
EARLY ENTRANCE	Per Curt Hippensteel & H. Kalb email: No Report
OPEN HOUSE	Per J. Britt email: No meeting held since Nov open house event.
IT	Dave Hays (Faculty) RJ Canter (Faculty) Barbara Nopwasky (Faculty)

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	Vikram Tugali (Faculty) Tricia Binkiewicz (Faculty)
ARC	Per S. Walter email: The ARC committee has not met and have no report
MENTAL HEALTH	Per RJ Canter email: I. New Leadership for Committee in 2024-25 • Kristi has stepped down from co-chair leaving RJ as sole chair. • Kristi will remain on in a support / secretarial role. ○ We await the title she chooses to go by... III. WVCIA Membership Participation • We maintain participation with a subcommittee as part of our WVCIA membership requirements. ○ We are on the Membership and Promotion Committee that meets monthly. • We maintain participation in required specific trainings as part of our WVCIA membership requirements. ○ RJ has so far participated in these mandatory trainings. ○ RJ attended Youth Empowerment Summit, WVCIA Fall Meeting, WVCIA Spring Meeting, Suicide Prevention Summit conferences ○ RJ has attended trainings in: Suicide Prevention, Harm Reduction, Peer Recovery, Mental Health First Aid IV. WVCIA Report / Reminders • We report any and all mental health pro dev and/or trainings that you went to in the past month by the 13th of the month. V. NEW Mental Health Resource Provider! • Our contract with WellConnect ended on August 31st! • WVNCC secured grant funding for new program and it includes BetterMynd. ○ RJ and Janet are the BetterMynd liaisons. ○ BetterMynd Offers: ▪ Online Counseling (AKA Teletherapy) • 50 min sessions w/ licensed in-state counselor. • Unlimited. ▪ Wellbeing Workshops • Scheduled and live psychoeducational group workshops. • Unlimited. ▪ 24/7 on demand crisis & support line. • Unlimited. • Amazing student interface. ▪ Promotional Materials • Lots. • Social media posts. • QR code ads. ▪ Informational Blog Posts ▪ DOES NOT support students under 18... ○ Differences with WellConnect... ▪ No more help line for faculty / staff dealing with student issues ▪ No more repository to self-assessments. ▪ No way to fit BetterMynd into ORNT 090. ▪ RJ and Janet WILL see student names on usage reporting.

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	VI. Mental Health Issues / Crisis Policy • Reporting Policy was to be created with input from Fairmont State... • We lost members who were working on this. • Project on small hold while we wait for details of new provider BetterMynd and their involvement in crisis chain. VIII. The WVNCC Files • HR: No update for MH related position. • HR: No OFFICIAL update for MH staff / faculty coverage. IX. Mental Health First Aid Trainings • There are currently two grant applications in regarding this. X. Prevent Suicide WV (WV Suicide Prevention Council) • RJ held a QPR session in September 2024. • RJ will be trained as a trainer in QPR Suicide Prevention Training. XI. Other Ideas • Benefits Lunch N Learn ○ 2024 was a big success ○ We would love to do this again in 2025 XII. A reminder about staffing... • We do not have any active counselor, PSS, LPC, etc. on staff. ○ This means we have no one on staff that is legally allowed to actually 'counsel' any student. • We may offer suggestions, such as engaging with BetterMynd. • Our "crisis protocol" is to contact Officer RJ where applicable, refer to NorthWood or other local resources ○ if the crisis is significant, calling 911.
PROFESSIONAL DEV	No Submission
RULES	Per Delilah Ryan: No Report
SAFETY	No Submission
SCHOLARSHIP	Per Heidi Ryan email: Nothing to report at this time
STUDENT APPEALS	Per Chana Baker email: No reports/No appeals
TEXT AFFORDABILTY	Per Crystal Harbert: No Report

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AD HOC COMMITTEES	
CORONA	No Submission
FACULTY EMERITUS	No Submission
FACULTY & MERIT	No Submission
FAC PROMOTION	No Submission
FACULTY SALARY	Per John Lantz email: The following represents a brief recap from our meeting of November 20, 2024. 1. Increasing tuition reimbursement from \$2,000 to \$4,000 for faculty. Discussion on this centered around the number of faculty who take advantage of this. We currently have four (4) faculty who are taking advanced degree courses. Dr. Mosser stated this further conversation will include the CFO which will be at our 2nd meeting. 2. Making Professional Development increase from \$2,000 to \$3,000. Conversation based around making it a stand-alone fund for faculty, however, discussion ended with it being a college wide increase. Standard development opportunities rarely fall under the \$2,000 with inflation the way it is. Talked about making it 500 now, 500 next cycle similar to past increases. Rising travel costs for out-of-state development opportunities is the basis for this request. 3. Small stipend for faculty who go over cap (class size) monetary like overload. The committee has been tasked to come up with a process or formula to make this work. Dr. Mosser stressed this would be compensation, not a stipend, and is not opposed to this. Discussion also focused on those going over numbers in a certain section receive compensation, and those who are under would not. This may be a good incentive for lower enrolled programs to drive up enrollment and retention efforts. Further discussion once an initial formula is developed is warranted. West Liberty does something similar to this. Said and John will work on a formula for our next meeting to review. 4. 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. Further discussion on this at 2nd meeting with CFO involvement.
FACULTY WELFARE	Per S. Walter email: The Faculty Welfare committee has not met and have no report
DANFORD	Per Melissa Stephens: Nothing submitted

Next Meeting: February 4, 2025

Meeting Adjourned: J. Lantz/P. Sheldon