

Minutes, Faculty Assembly Meeting

208 Life Sciences

November 2, 2023

Chair: Cynthia Hall

Secretary: Rachel L. Bragg

Chairwoman Hall called the meeting to order at 1:01 p.m. A quorum was present.

- I. The minutes from the October 12, 2023 meeting were approved.
- II. Faculty Announcements/Achievements
 - a. Mary Strife discussed the reductions being made in resources for the WVU libraries, including databases; WVU Tech is being included in the process and faculty will be informed about reductions and alternatives.
 - b. Alecia Barbour announced the Brown Bag Lecture on November 28th at 1:00 p.m. will feature humanities faculty discussing their scholarship, publication process, and relationship between scholarship and pedagogy; there are openings for the Brown Bag Lecture for the spring.
 - c. Dr. Alecia Barbour published an article titled “Home is Together: Sounds of Belonging in Correspondence of Two Japanese American Families Separated by Wartime Incarceration” in *Journal of the Society for American Music*.
 - d. Dr. Saif Saifuddin published a conference paper titled “Localization of Left Ventricle Epicardium and Endocardium Using Convolutional Neural Network and Transfer Learning” in the 2023 International Conference on Computational Science and Computational Intelligence.
 - e. Dr. Shafique Khan, along with co-authors H. Zafar and N. Abu-Dheir, published the article titled “Dislocation Structure During Nano-Indentation and Surface Topographic Maps” in the *Journal of Material Science*.
- III. Chair Report – Cynthia Hall
 - a. Lou Slimak and Robynn Shannon will be on campus tomorrow to discuss program review; faculty meeting is scheduled for 2:00 p.m. and all faculty are encouraged to attend for the opportunity to provide feedback and ask questions.
 - b. Paul Heddings will be on campus on November 7th for a 1:00 training and presentation on academic integrity, including changes to the academic integrity processes and policies.
 - c. Changes are being proposed to the accommodations process to help address the high number of unsigned letters; proposed changes include faculty initiating contact with students, both signing to acknowledge discussion of accommodations, and students having a timeline to respond.

- d. Dean Fleming had a paper titled “Increasing Client Fraud Risk Disclosure with Minimization Techniques” published in the journal *Accounting Horizons*.

IV. Committee Reports

- a. Committee on Committees – Cortney Barko
 - i. Committee has been tasked with reviewing committees in Faculty Assembly Constitution for accuracy of tasks and need.
 - ii. Will be contacting past and current chairs to discuss the business of the committees and meeting frequency to determine any proposed changes to the committees.
 - iii. Will also develop recommendations for committee membership.

- b. Research Committee – Charan Litchfield
 - i. Dr. Julianna Serafin will be giving a presentation on HEPC grant opportunities and regulations for grant proposals on November 14th from 1 to 2 p.m.
 - ii. 100% of the HEPC grants submitted by WVU Tech were funded.
 - iii. Dr. Jemma Cook and Dr. Crosby Hipes received the HEPC Instrumentation Grant in the amount of \$16,008 to establish student/faculty research on substance use at WVU Tech.
 - iv. Dr. Winnie Fu, Dr. Bernhard Bettig, and Dr. Charan Litchfield received the HEPC Innovation Grant in the amount of \$40,000 for COBOT: Undergraduate Collaborative Robotics Curriculum Development at WVU Tech.

V. Administrative Report – T. Ramon Stuart

- a. Presentation on Enrollments, Retention, and Restructure
 - i. Enrollment from fall 2016 to fall 2022 shows a 17% decrease.
 - ii. Decline in number of returning students from fall 2019 to fall 2022 resulted in a loss of over \$1 million in revenue.
 - iii. Retention has decreased from fall 2016 to fall 2022, with WVU Tech having lower retention rates as compared to other institutions; though the numbers are not official, it is anticipated WVU Tech will have a 65% retention rate for this year, which is an increase.
 - iv. Increasing retention will help to increase revenues.
 - v. Savings have been achieved through cuts to supplies and services; however, the maximum amount of savings has now been realized.
 - vi. Faculty positions have increased by 7 from 2017 to FY 2024 though staff positions have decreased by 11, not including the positions eliminated in September through the reduction in force and restructuring process.
 - vii. Faculty have been added to the councils of transformation, the leadership team, and other committees, which shows that shared governance is in place.
 - viii. Committed to not closing programs though not all can be saved.
 - ix. Review of savings from academic restructure and other cost-savings measures.
 - x. Chair positions will be 12 months with the same compensation as current chairs plus an additional 1.5 months to reflect the 12-month contract.

- xi. Regional collaboration with Potomac State College will save additional money but will not impact FTEs for WVU Tech.
- xii. Majority of current budget goes to instruction and cuts were to better position the institution for the future.

VI. New Business: n/a

With no further business to discuss, the meeting was adjourned at 1:47 p.m.

Respectfully submitted by:

Rachel L. Bragg

Associate Professor, English