

West Virginia University Institute of Technology Faculty Assembly Meeting Minutes

Date: Thursday, November 7, 2024

Time: 1:00 - 1:50 p.m.

Location: Life Sciences 200

Chair: Cortney Barko

Secretary: Jemma Cook

Meeting Overview:

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

I. Approval of Minutes

- Corrections to the minutes from the October 3, 2024 meeting were submitted by VP Smith to the Chair; Minutes were approved pending corrections.

II. Faculty Announcements and Achievements

Announcements:

- **Patrick Brown** shared:
 - 14th Annual Otis Rice Lecture by William Hal Gorby, Ph.D. on 11/14/24 at 6 PM in Carter Hall Auditorium titled "Reconstructing the History of Immigrant Communities in West Virginia"
- **Kimberlyn Gray** shared:
 - The Fall 2024 Graduation Reception will be held on 12/13/24 from 1-2 PM in Carter Hall Auditorium
- **Doug Terry** shared:
 - Brown Bag Lecture series presentation by Somenath Chakraborty on 11/19/24 from 1-2 PM in Carter Hall

203 titled “Industry 6.0: Navigating the Ethical Frontier of Artificial Intelligence and Data Science”

Achievements:

- None reported at this meeting

III. Administrative Report

President T. Ramon Stuart

- Was not present.

Vice President of Academic Affairs, Dr. Tamara Floyd-Smith:

- Provided a written report read by the Chair
- Mid-term grade reporting was at 94%. Reminder of BOG rule requiring mid-grade reporting. More oversight of mid-term reporting can be expected in the future
- The FAFSA will open 12/1/24. Unclear if delays will impact enrollment
- Please complete FY2025 Cybersecurity Awareness Training by 12/1/24
- 15 faculty volunteered to earn a “Teaching Online Certificate” through Quality Matters
- Discover WVU Tech Day scheduled for 11/9/24. Please attend if possible. Academic sessions from 11a-12p. Contact Ashley Montgomery or Kent Gamble for details
- Expression of gratitude to faculty and wishes for a happy thanksgiving

IV. Chair Report

Dr. Cortney Barko:

- Nov 22nd last day for students to withdraw from a course
- Nov 23rd begins Fall Recess

- Please reach out to any students that have not yet registered
- Reminder regarding policy for assigning a grade of “Incomplete”
 - Policy will need to be updated to reflect changes in schools and programs following Academic Transformation
 - Remains a disagreement between the recommendation from the Office of Academic Integrity to assign a grade of “Incomplete” when a report of an academic integrity violation is still being reviewed and the Incomplete Policy
 - Faculty are reminded that assigning course grades are their decision
- Committees should review the Faculty Assembly website to review committee assignments and make reports to the chair
 - Reminder new faculty and those that have not chaired a committee are eligible to serve as committee chairs

V. Committee Reports

Senate Report provided by Doug Terry:

- Report from October Meeting
 - Chair reported limited involvement of faculty in Presidential Search; advocate for more faculty involvement including a Qualtrics survey to get input from faculty
 - GEF Committee passed nonbinding resolution that GEF courses should maintain no more than 35% DFW rate averaged across two years
- Report from November Meeting
 - Conferral of honorary degrees
 - Provost reported faculty achievements including \$100k award to Tech’s Dr. Jimenez-Esquilin
 - Nominations for Excellence in Advising award due

11/29/24. Nominations for Distinguished Service award due 11/15/24

- No enrollment figures yet due to late reporting
- New budget model presented. Additional details can be found [here](#)
- No increase in voluntary attrition among faculty reported
- All departments should know their department budgets

Athletics Committee:

- Ideas to foster relations between students, athletics, coaches, and faculty are welcome. Please email Kate Horton with any suggestions

VII. Agenda Items

A. Sally Borum regarding First Day Complete

- Apologies about prior lack of communication about program
- Fee to students (\$360-full-time; \$168-part-time) for rental of all digital course materials for semester
 - Students can opt-out for Spring 2025 semester
 - Fee does not cover disposable kits or other similar materials nor work with VA benefits
 - Emails about program should be sent by Barnes & Noble & Dean Emily Sands to help alert students about program and opt-out
 - Students that have any issues can talk to Sally

VIII. New Business

A. Selection of ACF Representative

- No replacement for Dr. Kent identified at time of meeting
 - Christopher McClain volunteers to serve remainder

of Dr. Kent's term until April when a new ACF Rep can be selected

- Request Chair to contact President/administration to send out message to initiate/facilitate process so other faculty may be nominated or respond to Dr. McClain serving in ACF role

B. Review of Promotion & Tenure Document

- Provost suggested revisions to P&T document submitted to Morgantown
 - Committee now working on feedback

The meeting adjourned at 1:50 p.m.