

Minutes, Faculty Assembly Meeting  
Orndorff Hall  
October 3, 2013

Chairman: Asad Davari  
Secretary: Barbara Douglas

Chairman Davari called the meeting to order at 1:00 PM

I. The minutes of the September 5, 2013 Faculty Assembly meeting were approved.

II. Announcements/Achievements

- Deborah Beutler
  - Science Fair November 16, 2013. We need judges and help from student organizations. If interested in helping contact Deborah Beutler, Kimberlyn Gray, Mark Jones or Rana M.Jisr
  - Ms. Long announced this Science Fair is a collaborative venture with the Cultural Center, HEPC and WVU Tech. The focus is with Middle School and High School students.

III. Administrative Report – Ms. Carolyn Long

- Census will be finalized Monday. We are approximately 100 students over that of last year. Tech is 1 of 2 colleges in the state with higher enrollment. At this time the Out of State student enrollment is up and the In State enrollment is down
- Ms. Long attended a meeting on September 30, 2013 with Dr. Rev. Watts in regard to the West Side Project. WVU Tech will be collaborating with them in regard to the STEM courses.
- At the Board of Governors' meeting it was decided to keep the programs that HEPC had asked to cancel.
- President Clemens will have the State of State address on Monday, October 7, 2013.
- There will be a Panel Discussion on Senate Bill 330 at 4:00 PM in Bridgemont's Auditorium on October 17, 2013
- There will be no inservices for faculty on October 14-15, 2013.
- Questions for Ms. Long
  - Are decisions for Tech made at the Executive Committee?
    - It depends on what the decision is.
  - Who makes up the Executive Committee?
    - Deans, Dean of Students, Associate Campus Provost, Director of Communications, Director of Admissions, Director of Facilities, Director of Human Resources
  - Is there faculty representation on the Executive Committee?
    - No
  - What caused the in-state decline?
    - There are no specifics; publicity possibly
    - The community is beginning to speak up in comments that Tech is a good place to be.
  - Who recruits athletes?
    - Mostly admissions counselors
    - The admission counselors will provide specifics to the Athletic coaches

#### IV. Chair Report – Dr. Asad Davari

- At a meeting on September 16, 2013 had requested a website for faculty. Ms. King informed Asad that Deans have access to the website.
- By next month the Faculty Assembly will have access to a Faculty Assembly website.
- There is no information at this time in regard to the search for a new Associate Campus Provost
- The plan is that eventually the title for the campus leader will change to Campus President
- We currently have 4 faculty that are WVU Senators. For every 20 faculty members, we have 1 Senate seat. We currently have 80+ faculty.
- Please remember to attend the SB 330 Panel discussion at Bridgemont on October 17, 2013 at 4:00 PM

#### V. Committee Reports

- Athletic Committee – Dr. Deborah Beutler
  - Report from August 29, 2013 meeting
    - The committee discussed some behavioral issues with members of the wrestling team. Dr. Beutler is working with Coach Sam Gardner and the faculty involved to fix the problems.
    - Swimming and wrestling schedules were approved. Basketball was tabled to the September meeting because they were not finalized.
    - The athletic department has hired a new Sports Information Director, assistant Women's Basketball coach and head Softball coach.
    - Frank Pergolizzi announced he was leaving Tech for a job in Maine at Husson University. Kenny Howell will serve as acting Athletic Director until a full search can be conducted in the spring.
  - Report from September 26, 2013 meeting
    - There was no decision concerning basketball players missing class for practices last season. No institutional excuses are provided for sports practices.
    - Frank distributed men's and women's basketball schedules. A motion was made by M. Jones and seconded by M. Sartore to approve these schedules. The motion passed.
    - Tech will be hosting the national USCAA soccer tournament in Charleston October 31 – November 2. 10 men's and 10 women's teams will participate; both of our teams get in automatically. Frank distributed the budget for the USCAA soccer tournament. The net amount to be spent is approximately what was spent to send the men's soccer team to Asheville last year. Sending the women's team would have cost an additional \$6000.00.
    - Committee members expressed gratitude to F. Pergolizzi for his work as Athletic Director over the last several years. His last day at Tech was 9/27/13.
- Convocation Committee – Mr. Thomas McGraw
  - The committee has received several requests. Email request to the chair and he will circulate to the committee
  - At this time they have 3 requests in process – 2 have been approved and 1 is to be considered
  - Discussion to identify a simpler process to disburse funds

#### VI. Senate Report – Barbara Douglas for Dr. Sandra Elmore (Attending a WV Association of Physical Education, Health, Recreation and Dance Conference)

- The Senate meets at 3:15 on Monday, October 7, 2013. The Chair of the Faculty Senate has asked that Tech's senators consider a different method of being at the senate meetings via teleconference method. This method is somewhat expensive and we have been asked to consider alternate methods to participate. Please let Sandy Elmore know what your recommendation is.

- Comment to keep it as it is; and a recommendation to look into other forms of communicating

VII. Advisory Council of Faculty (ACF) – Barbara Douglas for Dr. Sandra Elmore

- Sandra Elmore is working with the ACF Representative Mike Ditchen at Bridgemont to co-sponsor a Panel Discussion on Senate Bill 330 at 4:00 PM on October 17, 2013 in the Bridgemont Auditorium. Mark Tour, Vice-Chancellor for Human Resources, from HEPC will be a panel participant, as well as President Capehart from West Liberty University, Sylvia Shurbutt representing ACF, and Barbara Boyd from Tech representing staff.
- Faculty, staff and non-classified staff from Tech will be invited to attend.
- This is a very important discussion and the end results may have ramifications to all three employment areas on campus. Faculty are urged to attend to better understand how this law is going to operate and to be able to ask questions at that meeting. This is likely the only informational meeting that will be scheduled for us.
- See attachment for information and key provisions of the SB 330

VIII. Strategic Planning Report – Dr. Lisa Ferrara

- The Strategic Planning website will be available within the next couple of weeks. One aspect of this website will be a “feedback” button to allow for responses, questions or comments to the plan. The Strategic Plan can be revised as a result of the comments.
- Committees will be identified to implement the plan .

IX. Agenda

- Tobacco-Free Policy – Presentation by Director of Human Resources – Mr. Kevin Lawhon
  - The Tobacco-Free Policy has been distributed and is out for a 30 day comment through October 19, 2013
  - Many institutions have already implemented tobacco free policies.
  - Facts about the policy:
    - It is almost identical to the main campus
    - It includes thorough fares and roads adjacent to our campus and Tech property
    - On the main campus E-cigs are permitted but where they are permitted is still being evaluated
  - Dr. Peggy Lambert-Fink will offer smoking cessation classes
  - Questions:
    - What is the legalities of public roads and sidewalks?
      - Recommendation to say “interior roads”
    - What is the result of a violation to this policy?
      - Gather the facts, do an investigation, progressive discipline
    - What is going to be done for the students social network?
      - There are no arrangements at this time, but we can look into a solution
    - What is the worst penalty?
      - It depends on the number of infractions
  - Please email comments and questions to Mr. Kevin Lawhon
- New Business
  - No new business

X. Adjournment

- There being no new business, the meeting was adjourned at 1:55 PM

Respectfully submitted,  
Barbara Douglas RN MSN

To: WVU Tech Faculty  
From: Sandra J. Elmore, ACF Representative for WVU Tech  
Date: October 3, 2013  
Re: Information on SB 330 (Passed by the legislature in Spring 2011)

WV Code Chapter 18B Article 7

<http://www.legis.state.wv.us/WVCODE/Code.cfm?chap=18b&art=7#07>

#### KEY PROVISIONS OF THE BILL:

1. HEPC must hire a new position of Vice-Chancellor for Human Resources to manage all human resources at all state two and four year public institutions in WV. This was accomplished by the hiring of Mark Toor.
2. Establish a Compensation Planning and Review Committee (CPRC) – A major duty is to oversee external and internal market studies and make annual recommendations. The make-up of the committee is: Mark Toor, four members representing ACCE, two members representing faculty, four members who are campus HR administrators, two Presidents, and the Vice Chancellor of Finance.
3. The definition of Non-Classified employees has been completely changed. These employees are those who not classified and those who are not faculty. Currently, a President can designate a position as non-classified if he/she considered the position as critical to the institution. These non-classified positions were limited to 25% of the total employees who were in benefitted positions. Administrators who were previously faculty were allowed to be counted as faculty and not as non-classified. This will no longer be the case. And, the Presidents are no longer permitted to consider or designate a job as non-classified. The 25% limit will be dropped to 20% in July 2015.
4. Relative Market Equity and Relative Market Status – Terms which were introduced in this legislation and are not used in any other state and are not typically found in the literature discussing compensation.

“Relative Market Status or RMS means the calculated relationship between the average salary of each employee classification (classified, non-classified, and faculty) and the peer group of each.”

“Relative Market Equity or RME means the relative market status of each employee classification (classified, non-classified, and faculty) at an organization falls within five percent of all other employee classifications within the organization for the preceding three-year period.”

SB 330 mandates that HEPC conduct a salary study and use that to measure RME. HEPC hired Fox-Lawson to do the study and then hired Mercer Associates to over-see the work completed by Fox-Lawson. Mercer is to recommend any corrections they perceive to the code for LOCEA and Senator Plymale to consider.

#### HIGHLIGHTS OF ISSUES THAT FACULTY HAVE MENTIONED INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING:

1. How is this study being conducted?
2. What institutions are included in the study?
3. How will the data be utilized to determine RME and RMS?
4. Why isn't the study being done institution by institution since many in the state are very different?
5. Why isn't the study considering the differences in faculty disciplines?
6. Will administrators who came up through the faculty ranks now be required to teach since they cannot be placed in non-classified positions?
7. Will a President be able to hire whom he/she wants to hire as faculty since its possible there may be restrictions to initial salary levels?
8. Why are we using RME and RMS when they appear not to be in the industry norm?

Many more questions regarding SB 330 exist.

As you can tell from the information above, this legislation is far-reaching and we currently have no idea of the specific outcomes.

All employees of Tech are encouraged to attend the Panel Discussion sponsored by Bridgemont and WVU Tech on October 17<sup>th</sup> at 4:00 PM in the Bridgemont Auditorium.