

West Virginia University Institute of Technology Faculty Assembly Meeting Minutes

Date: Thursday, October 3, 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 1:00 p.m. A quorum was present.

I. Approval of Minutes

- Corrections to the minutes from the Sept. 5, 2024 meeting were submitted by VP Smith to the Chair; Minutes were approved pending corrections.

II. Faculty Announcements and Achievements

Announcements:

- **Carolyn McKelvie** shared:
 - Bridge Day is 10/19/24; be aware of possible travel delays
 - Active Southern WV is sharing 4 free passes for faculty and staff if interested
 - Contact her if interested in running in the 5k
- **Doug Terry** shared:
 - Brown Bag Lecture series presentation by Caleb Holloway on 10/22 from 1-2 PM in Carter Hall 203 “The Roles of Sums and Limits in Students’ Definite Integral Conceptions”

Achievements:

- Dr. Charon Litchfield (Research Committee): Announced two publications by faculty members, including:
 - “EMDA-Net: Earth Mover’s Distance (EMD) influence Attention-aided Neural Network for Medical Image Classification” presented at Sixth IEEE International Conference on Cognitive Machine Intelligence by authors including S. Chakraborty
 - Photo by D. Beutler published in *Stokes Guide to Finches of the United States and Canada*

III. Administrative Report

President T. Ramon Stuart

- Was not present.

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

- Reminders:
 - Benefits of WVU Tech debit card provided by Pendelton Community Bank
 - Please complete cybersecurity training
 - Trunk-or-Treat will be held 10/24/24 from 6-8 PM in E-Lab parking lot
 - Mid-term grades due 10/9
 - University closed for Fall Break (10/11) and Election Day (11/5)
- 967 Full-time equivalent (FTE) students (headcount 984 students)
 - Includes
 - 258 freshmen (55 non-resident, 203 resident)
 - 53 Full-time transfer students
- Faculty encouraged to put best foot forward in classroom

and focus on retention

- Questions from faculty
 - Question regarding how faculty vacancies filled and workload distributed
 - Fall is covered, faculty overloads used, and admins are assisting with classes
 - Question regarding VP developing short/long-term plans
 - Potential expansion of experiential learning used in engineering to whole institution
 - Start of academic council of transformation
 - Question regarding status of institution
 - Issues affecting institution in part due to financial deficits, must be change in plans from status quo because status quo was not working

IV. Chair Report

Dr. Courtney Barko:

- Faculty Assembly Committee list updated
 - Committee chairs please check accuracy
- Advising for Spring 2025
 - Oct. 8th for those with VA benefits; Oct. 15th for all others
 - SGA President Sam Miller expressed concern regarding some advisors not meeting with students
 - Advisors should meet with students and discuss student plans for registration
 - Number of course attempts for students changed
 - After 2 attempts at same course, students must meet with advisor and complete Grade Attempt Appeal Form
 - Dean historically signs off; VP Smith will sign off on these for now

- Reminders:
 - Mid-terms due 10/9 at 12 PM
 - Textbook orders due on 10/15
- Question regarding methods to speed up dual-campus registration process
 - Chair will look into matter

V. ACF Report

- Dr. Kent not present. No report provided.

VI. Committee Reports

Senate Report provided by Doug Terry:

- Update provided by VP Patrice Harris, Chair of Presidential Search Committee following listening sessions conducted by her and consultants from Whitt-Keifer used to make profile of candidates for search
 - Refer to website (presidentalsearch.wvu.edu) for updates and timeline
- Provost report provided by Interim Provost
 - WVU retention numbers good, but no official count yet
 - Teaching and Learning Center has new location and website
- Lou Slimak
 - eCampus Ultra development shells available upon request
 - Faculty may request shift to eCampus Ultra shells for courses in Spring 25; all courses will move to Ultra in Fall 25, but faculty may request delay for 1 semester
- Global Career Accelerator service available for students
 - Concern around fees for external contractor Podium Education, but fees may be covered by financial aid
- Next meeting of Full University Assembly on 10/14 with

State of the University speech at 3 PM

Faculty Status Committee:

- P&T document revised and reviewed
 - Thanks to Status committee for their work
 - Document covers all faculty regardless of hire date
 - Units with Program Directors welcome to form own specific guidelines for P&T

VII. Agenda Items

A. Approval of Promotion and Tenure Document

- New P&T document approved with no discussion
 - Document will be sent to provost; becomes active once posted on website

B. Constitutional Amendment:

- Second reading of a proposed change to the Academic Affairs Committee membership description.
 - The amendment aims to include representatives to the WVU Senate General Education Foundations Committee in the membership.
 - Amendment passes with no discussion

C. Formation of ad-hoc committee for WVUe 191:

- Proposed charge for the committee: To evaluate the effectiveness of the WVUe191 course and explore alternative methods to better align with course objectives.
 - Motion to create committee passes with no discussion
 - Committee will consist of K. Gray, D. Terry, M. Jones, K. Horton, and A. Wheeler

D. Faculty Athletic Representative Position:

- The need for a new representative was discussed. Responsibilities include documenting student eligibility, serving as an ex-officio member of the Athletic Committee, and acting as a liaison between faculty, athletics, and students.

VIII. New Business

No new business

The meeting adjourned at 1:50 p.m.