

## **Faculty Senate Meeting**

August 18, 2023

WVUP Theater, 8:00 am

**Call to Order:** – Holly Martin

### **Roll Call:**

Jami Casenelli, Joel Farkas, Craig Giffin, Pat Harris, Kyle Lancaster, Holly Martin (President), Melanie Matheny, Lauri Reidmiller (Secretary), Doug Rhodes (Vice-Chair), Andrew Walker

### **Approval of minutes from March 17, 2023 Senate Meeting**

### **Announcements**

- A. Congratulations Rebecca Tucker on her retirement!!
  - a. Thank you for serving on Faculty Senate

### **Updates:**

- A. **ACF Representative-** Joel Farkas
  - a. No report
- B. **BOG update-** Andrew Walker
  - a. HLC- Williamstown High School selected for HLC recording
  - b. College 101 presented to BOG
    - Plans to evaluate college 101
  - c. Board is interested in what faculty is doing
    - What is the procedure to get on board agenda?

### **Five priorities set by senate for the upcoming year** - Holly Martin

#### **1. Faculty pay and responsibilities (Changes to Answer Book Policy IV-15 Faculty Pay and Performance-Based Increases)**

##### **A. Faculty Pay**

- a. 9 Month Faculty with five or more years of experience will meet the 25% quartile for their base salaries
  - Proposed \$5,000 cap has been rescinded
- b. 12 Month Faculty with five or more years of experience will meet 25% quartile for their base salaries
  - \$5,000 cap will remain
  - Receives Paid Vacation & Sick Leave
- c. After approval by the Board of Governors, alignment of the new salary scale should be implemented in October 2023 though revised contracts

- d. Pay checks will reflect slightly higher amounts over next year's checks due to the proposed raises being implemented in October instead of August based on the revised 9 or 12 month pay distribution
- e. Terminal Degrees, MFA, CPA not viewed at WVUP as terminal degrees. How are they classified at other WV CTC's?
- f. Question concerning if the 10% pay increase for Promotion in rank occurs the same year as the 25% quartile minimum salary increase which will take precedence? (Example: Two employees whose pay is currently below the proposed minimum 25% quartile and have 5 years of service each. Employee 1 received a 10% pay increase in August on their current contract based on a promotion in rank. Employee 1 still is not at the proposed 25% quartile. Will Employee 1 receive the adjustment in pay in October to only meet the new pay scale minimums or should their 10% rank increase be added to the new minimum? Employee 2 receives the proposed 25% quartile minimum pay increase in October. The following year Employee 2 is promoted in rank and receives the 10% increase added to their previously increased 25% quartile minimum pay from the previous year. This situation during these proposed changes could result in an unequal pay between these two employees.)

#### **B. Quartile Clarification**

- a. Faculty with less than 5 years meet minimum
- b. Faculty with five or more years of experience will meet 25% quartile for their base salaries
- c. Years of experience should be academic year and not calendar year
- d. Need clarification of the levels: 25% Quartile, Midpoint, 75% Quartile
- e. Criteria and Procedure for obtaining a higher level:
  - a. Years service?
  - b. Tied to Faculty Evaluations?
  - c. Matrix in HR wasn't available
  - d. Written Matrix needs criteria and needs to be a written procedure
- d. Grievance procedure for current faculty
  - To guarantee equality (compare new hire and current faculty)

### **C. Discussion/Questions**

- a. Definition of experience? Matrix in HR not available.
- b. Full time teaching and years of experience outside of WVUP should be counted for everyone and not just new hires.
- c. Process/Procedure needed to review current level
- d. Instructional Specialist: not identified on the pay scale

### **D. Instructional Specialists**

- a. No current term faculty will be Instructional Specialists
- b. New hire faculty could be hired as Instructional Specialists including farm and cosmetology.
- c. How will they be promoted, not currently in the new Policy 4-15
- d. Requirements: 21 hours per semester workload, 1 committee, 5 office hours per week

### **E. Summer Work**

- a. Low salaries
- b. Individualized classes - \$200 a class
- c. Summer committees should be paid

## **2. Multi-year Term Appointments**

- a. Hired consultant will be at next senate meeting- September 15, Room 1321, Zoom option will be available
- b. Training needed for staff and administration on any changes

## **3. Annual Faculty Evaluation Process**

- a. We don't follow policy
- b. Existing policy needs to be updated

## **4. Tenure Process**

- a. Needs to be in place
- b. HR couldn't supply list of tenured faculty
- c. Are we meeting 20%?
  - 61 full time faculty
  - 12 tenure faculty/administrators (are they full time faculty?)
  - Possibly 8 tenured faculty openings
  - Number of faculty affects the 20% , that is why some lines are not being replaced
  - Presently no female tenured faculty
- d. New hires given tenure track- would be counted as part of the 20%
- e. Tenure Process needed, criteria needed, HEPC series 9 documents
  - See HEPC Title 133 Series 9 document – section 9.1

- Section 9.1 – Tenure – discusses criteria for granting tenure
  - Should be included in our answer book
  - Criteria exists, needs updating
  - Timeline needs to be established (7 years?)
  - Longevity doesn't guarantee tenure
- f. IV-08 Procedures for Annual Faculty Evaluation, Promotion and Tenure (Answer book policy)
- College-wide Evaluation Committee
  - Demographics of the college, for college wide committee
  - Must comprise of tenured faculty

**A. Number of Senators per division**

- a. Restructuring: changed from 5 to 4 divisions
- b. Each academic division should have a number of representatives based on their number of full-time faculty. Arts and Sciences is the largest division, increase number of Senators?
- c. Policy will be sent to full faculty
  - See attachment below.

**B. Academic Appeals Committee**

- a. Reps need to get into place
- b. Senate supplies 10 nominees
- c. Pool of faculty needed

**C. Staff Council**

- a. Senate Rep. needed

**D. Policy Board Updates**

- a. Open for comments- 30 days

**Adjournment- Holly Martin**

Submitted: Lauri Reidmiller  
Secretary of Senate

## Document 2

### Article II, Section 2

Original text.

"Each academic division shall have two representatives as Senators, All Senators shall be elected pursuant to Article III of this constitution. All Senators enumerated in this section shall have a vote on all matters that come before the Faculty Senate."

#### Section 2. proposed revision

"Each academic division shall have a number of representatives based on their number of full-time faculty. Divisions with 17 or fewer faculty shall have two representatives as Senators. Divisions with 18 or more faculty shall have one senator for every seven full-time faculty, at the time of the election, rounding to the nearest whole number. All Senators shall be elected pursuant to Article III of this constitution. All Senators enumerated in this section shall have a vote on all matters that come before the Faculty Senate."