



**ADVISORY COUNCIL OF FACULTY**  
**APPROVED Minutes of October 18, 2007**  
**Location: HEPC Building, 9<sup>th</sup> Floor Conference Room: Charleston, WV**

	<b>Present</b>	<b>School</b>
1	Roy Nutter, Chair	WVU
2	Steve Bourne	phone Bluefield State College
3	Carol Plautz	phone Blue Ridge C&TC
4	Galen Hansen	Fairmont State University
5	Joe Evans	Glennville State College
6	Betty Dennison, Vice Chair	Marshall C&TC
7	Ben Miller	phone Marshall University
8	Leslie Lovett, Secretary	phone Pierpont C&TC
9	Jim Hoey	Potomac State College of WVU
10	Matthew Payne	Southern C&TC
11	Mark Goldstein	phone WV Northern CC
12	Dave Brown, Alternate	phone WV School of Osteopathic Medicine
13	John Richards	WV State University
14	Gary Waggoner	WVU at Parkersburg
15	Mike Ditchen	C&TC at WVU Tech

**Regrets**

1	Eloise Elliott	Concord University
2	Sharon Gott	Eastern C&TC
3	Gerald Hough	New River C&TC
4	Sylvia Shurbutt, Legislative Advisory Coord.	Shepherd University
5	Ann Rose	West Liberty State College
6	Charles Shafer	WV State C&TC
7	John David	WVU Institute of Technology
8	John Linton	WVU School of Medicine

**Guests**

1	Dr. Bruce Flack	West Virginia HEPC
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**1. Call to Order and Introductions**

The Council Meeting was called to order by Chair Roy Nutter at 1:07 pm on October 18, 2007. The Secretary took roll. A quorum was present.

**2. Approval of Minutes**

- A motion to approve the September 20, 2007 minutes was made by Betty Dennison and seconded by Galen Hansen. The motion was approved.

**3. Officers Reports**

- a. Chair (Roy Nutter)**

- The annual retreat will be held at Hawk's Nest July 25-26, 2008. More information to follow closer to retreat time.
- The ACF schedule is posted on the ACF web site and the Chair passed around copies at the meeting.
- b. Vice Chair** (Betty Dennison)
  - No report.
- c. Secretary** (Leslie Lovett)
  - No report.
- d. Web Master** (Ann Rose)
  - No report.
- e. List Serve** (Jim Hoey)
  - No report.

#### 4. Old Business

##### a. Legislative Committee Report (Roy)

Sylvia has sent the October LOCEA report through ACF web mail. Sylvia's mother passed away so she is not present today. Chair Nutter sent condolences from ACF.

The group discussed the use of the word "merit" in the ACF legislative issues.

- Several faculty groups would like to see the word removed and perhaps leave it as "fund appropriate increases for full-time faculty".
- Although many institutions do not have 100% merit, the mention of merit is a keyword for getting dollars from the legislature.
- The word will remain in the brochure because this is what institutional faculties have already endorsed.
- The topic will be placed on the retreat agenda.

Mark Goldstein reported that Northern changed their merit policy one month ago and it will now be a part of base salary. The Faculty Issues Studies report that advertised they were the only institution following a different policy helped to support the change in policy.

Roy will send copies of the Faculty Issues Study Report to all ACF members. If anyone has not seen the document they can review merit and other institutional practices.

##### b. Power Point Slide Show for Presentations (Roy and Michael Ditchen)

Mike Ditchen and Chair Nutter shared the Power Point (available at [www.csee.wvu.edu/~rsn](http://www.csee.wvu.edu/~rsn)) and asked for input from the group. Each slide was reviewed and updated if possible. Several questions were asked and addressed or left for thought for many of the slides containing data, graphs or information not directly related to the ACF 2007-08 legislative agenda. The Power Point revisions will be available soon for comment.

- Mike still needs additional pictures for the Power Point that demonstrates faculty and student interaction. Faculty and student pictures relating to the Arts would be nice. More pictures with females are needed. E-mail pictures to ([mditchen@wvutech.edu](mailto:mditchen@wvutech.edu)).
- The data in several slides will need to be updated, pictures still need to be inserted, and the focus of the presentation of some slides needs to be fine tuned.
- What have we done for retention? This was a question that HEPC asked about when we presented last year. It seems the legislature is more concerned with who gets out of the back door rather than who has entered the front door.
- What do we want everyone to hear?
- How can we express we are grateful for Promise but it is directed primarily to the flagship schools and we still need additional monies to effectively run the programs and meet the needs of the students so that they can compete in a global economy?
- We don't want to be adversarial in our approach to the legislature.
- Retention of faculty, meeting the salary and funding to make full-time and adjunct faculty competitive, and student access and retention are important.
- The CCTCE presentation is scheduled for December 7, 2007.

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c. **Tri-fold Brochure Status (Roy)**

Ann Rose will be responsible for the tri-fold. Ann called Roy today and said she had started to the meeting but was ill and had to turn around and return to West Liberty. She will put the tri-fold on the ACF web page and requests an on-line meeting to discuss the brochure.

5. **New Business**

a. **Report from Dr. Flack**

Dr. Flack reported that funding will be available for the 2008 Great Teachers Seminar. The HEPC will be contributing \$4,000 and the CCTCE will be contributing \$2,000. ACF endorsement and recruitment of participants for the project should bolster attendance. Institutions will be responsible for covering the costs of travel and lodging for their attendees. The speaker and dates have already been confirmed (June 23-26). Mark Goldstein reported that flyers should be ready for distribution by next month.

The Master Plan for baccalaureate institutions is complete and will be presented to HEPC. Institutional planning will be in the form of compact guidelines and each institution will submit reports concerning the compact. There are five state-wide focal points (see September 20, 2007 ACF meeting minutes) with recommendations for each of the items. HEPC will be asking ACF for input concerning implementation of the Master Plan.

A number of individuals have been asking Dr. Flack questions concerning the 2008 admission standards. The student must meet GPA and ACT standards for admission. There is a waiver quota in place to deal with problems that may occur in 2008. WV requirements for high school graduation requirements have changed to try to help the students meet the standards. There may be a shortage of qualified teachers and teachers may be teaching out of field or on permit to try to meet the mandates.

Department of Education **is discussing** how to handle development skills needs. Ideas include:

- Revise the WESTest (include English , Math and other areas)
- Revise CSOs (content standard objectives) to appropriate rigor.
- Create a 12<sup>th</sup> grade transitional class if students still need development skills. (students would take the developmental skill class)
- Question, why not use ACT since it is used as a placement for college and university course prerequisites and it would save millions of dollars?

b. **Other Business**

**Tuition waivers**

Chair Nutter shared information from the WVU Provost's Office concerning tuition waiver practices at institutions located outside of WV. The article mentioned that they were expensive. The determination of what constitutes a "tuition waiver" varied greatly from institution to institution.

6. **Next Meeting**

The next ACF meeting is scheduled on November 29, 2007 at 1:00 pm in the HEPC 9<sup>th</sup> floor Conference Room, Charleston, WV. Joe Evans is checking to see if a room can be secured for the meeting. The HEPC will meet at Glenville State on November 30 and the ACF annual presentation will take place on that day. Chair Nutter's cell phone number is 304.288.9604 if you are in transit and need to relay anything

7. **Adjournment**

- The meeting was adjourned at 3:43 pm.

Respectfully submitted,  
Leslie Lovett, Secretary