

## Data Sheet: Study of Higher Education Faculty in West Virginia

### INSTITUTION: West Virginia University at Parkersburg

1. **Institutional Mission Statement: yes x**

**Key elements of the statement:**

West Virginia University at Parkersburg is a regional campus of West Virginia University. It is a student-centered accessible learning community, dedicated to excellence in teaching and service, and committed to addressing student success and workforce development using programs ranging from certificates to select baccalaureate degrees. It is committed to social justice and to practicing the principles of equality of opportunity and affirmative action.

2. **Current Merit Pay and Salary Documents: yes x**

**a. Current Merit Pay Policy (summarize):**

Faculty salaries are essentially 100% performance-based (although up to 5% of the annual college salary pool can be reserved by the Dean to address inequities or market adjustments). The procedure is formula-driven, and takes into account 1) the evaluation by peers and chairs of specific mission areas (teaching/service to students, professional growth and development, service to the institution and community), each being characterized as highly meritorious (excellent), meritorious (good), satisfactory, or unsatisfactory; 2) the proportion of each mission area assigned to the faculty member; and 3) the value assigned to each characterization by the college. The formula yields a percentage-based increase.

**b. Current Salary Policy (summarize):**

Promotions receive a 10% base salary increase. In addition, the 100% performance-based policy described above applies. Per recent legislation, full-time (1.00 FTE) faculty will receive the Annual Experience Increment in July 2006.

**c. Current Practices (summarize):**

See above. The 10% increase for promotions will be effective at the beginning of the academic contract year.

**d. Preliminary Recommendations or Comments:**

Although subject to continuing refinement, there are no additional recommendations at this time. Procedures and practices are working well.

3. **Policies and Procedures for Faculty Evaluation, Promotion and Tenure: yes x**

**Preliminary Recommendations or Comments:**

There are no recommendations at this time. The practice of annual evaluation of all faculty (tenured, tenure-track, nontenure-track, whether fulltime or part-time) by peer committees and chairs has been in place for the institution for nearly two decades. Faculty, chairs, and deans are continuously trained about the process,

which is well-understood. The process is consistent with West Virginia University Board of Governors Policy 2 and Higher Education Policy Commission Series 9.

**4. Instruments for Faculty Evaluation**

**a. Forms used by Faculty for Annual Reporting:** no   x  

[see below]

**b. Forms or other formats used by peer and/or administrative evaluators:**  
yes   x  

**c. Forms or process to evaluate adjunct faculty:** no   x  

**d. Forms used by students to evaluate faculty:** yes   x  

**e. Preliminary Recommendations or Comments:**

There are no recommendations at this time. Faculty assignments throughout the university (including those at the Health Sciences Center, Extension, and Librarians) are highly diverse. There is no institution-wide form, but each unit, including WVU at Parkersburg, has adopted a productivity report form consistent with the unit's needs. Annual evaluative statements that also characterize (rate) the individual's contributions in each mission area (see above) are written by peer committees and by chairs. In "action years" (in which decisions are made regarding promotion, tenure, or termination), the dean also provides such statements and recommendations for consideration by the Regional Campus President, to whom decision-making authority for these matters has been delegated by the President. All faculty are evaluated every year; hence, there is no special evaluation form for adjunct faculty.

**5. Information on Adjunct Faculty**

**a. Policy Statement:** yes   x  

**e. Percentage of faculty headcount, paid part-time status:**   63.4%  

Note: this figure takes into account all fulltime and part-time faculty.

**c. Percentage of courses taught by adjuncts:**   39.6%  

**d. Disciplines with high proportion of adjunct instruction:**

Business Technology, Criminal Justice, Computer Science, Early childhood Development, Economics, Environmental Technology, Health/Physical Education/Recreation, Philosophy, Reading, Real Estate, Religion, Student Development, Sociology, Social Studies, Spanish, Welding

**e. Minimum Salary levels per semester hour for adjunct faculty:**

[per Fall 2005:] \$350.00

**f. Minimum 1 full-time person per program:** yes   x  

**g. Preliminary Recommendations or Comments:**

**6. Faculty Workload Policy:** yes   x

**Summarize:** The workload at WVU at Parkersburg is defined as “fifteen teaching load hours” per semester and is approximately the equivalent of five three-credit undergraduate classroom courses in each of the two regular semesters, plus activities consistent with good university citizenship (committee service, etc.).

**Preliminary Recommendations or Comments:**

[See Main Campus.]

**7. CTC Institutions:**

**Explanation of application of “term appointments”:** Normally, a one-year term appointment is made. Upon a first-year review, if warranted, a three-year term contract is awarded.