

## Pierpont Community and Technical College

### Faculty Senate Meeting

Friday, December 8<sup>th</sup>, 2023

Teaching & Learning Commons

Gaston Caperton Center

*No Teams recording is available for this meeting*

#### I. Roll Call

|                                |  |                                   |                                       |
|--------------------------------|--|-----------------------------------|---------------------------------------|
| <i>Anthony Anobile</i>         | <i>Jennifer Ellison-proxy<br/>Debbie Benedetti</i> | <i>Nick George</i>                | <i>Stephanie<br/>Newbrough-absent</i> |
| <i>Rachel<br/>Plybon-Beach</i> | <i>Sara Feltz-proxy<br/>Pam Hamilton</i>           | <i>Brad Gilbert-absent</i>        | <i>Bryanna Ordiway</i>                |
| <i>Les Boggess</i>             | <i>Vickie Findley</i>                              | <i>Blake Lilliard-<br/>absent</i> | <i>Erika Rush</i>                     |
| <i>Ironda Campbell</i>         | <i>Lisa Foster-<br/>absent</i>                     | <i>Jack Lowe</i>                  | <i>Elliott Stricklin</i>              |
| <i>Janet Cole</i>              |  |                                   | <i>Melissa White</i>                  |

#### Faculty Representatives Present

*Business, Aviation, & Technology:*

*General Education &  
Professional Studies:* Pam Hamilton

*Health Sciences:*

*ACF Representative:* Anthony Anobile

*BoG Representative:* Susan Coffindaffer

*SGA Representative:*

*Attending Deans:* Kari Coffindaffer

*Faculty & Guests:*

*Excused:*

#### **Call to Order**

Senate President Findley called the meeting to order at 1:00 pm in the Teaching & Learning Commons of the Gaston Caperton Center. No virtual meeting option was available per Senate President Findley's request for in-person attendance to this meeting. Quorum was established and attendance was taken using roll call. Order of the day was established on the agenda.

#### II. Welcome by the President

A. Senate President Findley welcomed everyone to the December meeting.

- III. Minutes of Previous Meeting(s)
  - A. Corrections to / Approval of Oct 13, 2023, Faculty Senate minutes.
  - B. Les Boggess motioned to approve minutes with corrections. Rachel Plybon-Beach seconded the motion. Senate President Findley called the vote which passed unanimously.
  
- IV. Senate President's Report (hard copy available in Dec Teams folder)
  - A. President Findley expressed thanks to several individuals or groups:
    - 1. Darin Walker and the Pierpont PRIDE Academy club for providing coffee cart refreshments prior to the Faculty Senate meeting.
    - 2. Rachel Plybon-Beach for helping with the BOG report.
    - 3. Susan Coffindaffer for creating a format for tracking/tracing of Curriculum Proposals.
  - B. Committee meetings
    - 1. Each committee has its own TEAMS folder set up with all members. The chair of the committee should have access to manage the TEAM and to keep monthly committee agendas, minutes, and documents.
    - 2. Monthly meeting minutes should also be sent to Erika Rush, Senate Secretary, for proper filing within the Faculty Senate TEAMS documents.
    - 3. All committees need to remember to invite ex-officio members to committee meetings.
  
- V. Administrative Reports – none
  
- VI. Faculty Representation and Committees
  - A. ACF Report: Anthony Anobile (copy available in the TEAMS Dec folder)
    - 1. The Annual Retreat occurred in November, where members met and listened to speakers discussing next year's agenda items.
    - 2. Some upcoming topics will be:
      - a. Helping institutions implement the Campus Carry bill that goes into effect July 1, 2024.
      - b. DEI policies, tenure policies, PEIA premium costs, help for institutions to implement Campus carry, and "talent" funding pipelines
    - 3. The final agenda will be available after the next meeting on January 19, 2024 in Charleston.
  
  - B. Board of Governors Report: Susan Coffindaffer (copy available in TEAMS Dec meeting folder)
    - 1. All BOG committees met in November, except for the Technology and Data Reporting Committee.
      - a. The alcohol usage during college events and use of institutional facilities policies, both of which had no comments, were approved by the Human Resources, By-Laws, and Policies Committee, and sent to the full board for vote. Several new policies are now open for public comment.
      - b. The Finance and Administration Committee noted improvements in our financial status, which has gotten better each year since the separation from Fairmont State. No additional financial reports are required to be submitted now.
      - c. The Advancement and Public Relations Committee discussed planned marketing events and the upcoming Day of Service on Jan 15, 2024.
      - d. Academic and Student Services Committee had nothing to send to the full board.

2. The regular Board meeting took place at 2:00 pm on Nov 14, with Vice-Chair Lang presiding in Chairman Hinkle’s absence. President Hayward discussed the HLC visit and planning for the Day of Service in January.
  3. All BOG members but one attended the End of Year Wrap-up on Dec 5 at Muriale’s Restaurant.
- C. SGA Report – (copy available in TEAMS Dec meeting folder)
1. Winter Wonderland Dance has been planned for Saturday January 27, 2024 at the Highgate Carriage House from 7-10pm. This event, with DJ, dancing, charcuterie, and more, is free to all students, faculty, and guests.
  2. A “Dog Days” de-stress event will be held close to finals week during the Spring 2024 semester. Dogs from a local shelter will be available for petting at the ATC.

VII. Old Business-none

VIII. New Business

- A. Committee on Committee’s appointments as chosen by the Senate President are:
  1. BAT – Jack Lowe
  2. GEPS – Sara Feltz
  3. HS – Bryanna Ordiway
  4. Ex Officio – Erika Rush will conduct the first meeting to elect a chair
- B. Ironda Campbell motioned to approve the appointments. Nick George seconded the motion. Senate President Findley called the vote which passed unanimously.
- C. Curriculum Proposals recommended for approval:

**Applied Design**

| <b>Proposal No.</b> | <b>Proposal</b>          | <b>Type</b>   | <b>Description</b>  |
|---------------------|--------------------------|---------------|---|
| 23-24-01            | APPD 2210, Textiles      | Course Change | Update the catalog description and student learning outcomes. |
| 23-24-02            | APPD, Textiles Skill Set | New Program   | Create 3-hour skill set in Textiles                           |

### Applied Process Technology

| Proposal No. | Proposal  | Type           | Description   |
|--------------|---|----------------|---|
| 23-24-03     | APT, Energy Systems Concentration, A.A.S.               | Program Change | Delete ENRG 2050 and replace it with PTRM 1117.<br><br>Reorder courses in the Model Schedule.   |
| 23-24-04     | APT, Instrumentation and Controls Concentration, A.A.S. | Program Change | Change the title of the concentration from <i>Advanced Manufacturing</i> to <i>Instrumentation and Controls</i> .<br><br>Add INFO 2200, Fundamentals of Information Systems.<br><br>Modify the Model Schedule to align the technical core and general education courses with the <i>Energy Systems</i> concentration. |
| 23-24-05     | MECT 1050 Electronics                                   | Course Change  | Change the course prefix to INST.<br><br>Revise the course outcomes.  |
| 23-24-06     | MECT 2010 Fluids II                                     | Course Change  | Change the course prefix to INST.   |

### Advanced Welding

| Proposal No. | Proposal                | Type        | Description   |
|--------------|-------------------------|-------------|---|
| 23-24-07     | Applied Welding, C.A.S. | New Program | Correct catalog omission of C.A.S. in Advanced Welding (Curriculum Proposal 14-15-23).<br><br>Revise Model Schedule to mirror the first two semesters of the A.A.S. in Advanced Welding. Delete MATH 1003, WELD 1025, WELD 1105, WELD 1120, and WELD 1125. Add COM 2200, DRFT 1100, MTH 1208, WELD 1110, and WELD 2110. |

**Bookkeeping**

| <b>Proposal No.</b> | <b>Proposal</b>  | <b>Type</b>    | <b>Description</b>   |
|---------------------|--|----------------|--|
| 23-24-08            | Business, Accounting Concentration,<br>C.A.S. in Bookkeeping | New Program    | Create C.A.S. in Bookkeeping.  |
| 23-24-09            | Business, Accounting Concentration, A.A.S.                   | Program Change | Delete BUSN 2248, Business Essentials.<br><br>Add MGMT 2209, Principles of Management.<br><br>Revise Model Schedule. |

**Electric Utility Technology**

| <b>Proposal No.</b> | <b>Proposal</b>                     | <b>Type</b>          | <b>Description</b>  |
|---------------------|-------------------------------------|----------------------|---|
| 23-24-10            | Electric Utility Technology, A.A.S. | Program Inactivation | Inactivate the Electric Utility Technology (PSI) A.A.S. degree program. |

**Emergency Medical Services**

| <b>Proposal No.</b> | <b>Proposal</b>   | <b>Type</b>    | <b>Description</b>  |
|---------------------|---|----------------|---|
| 23-24-11            | Emergency Medical Services Technician – Paramedic, C.A.S. | Program Change | Add 6 credits of general education courses (ENGL 1104 and MTH 1207), as required by W. Va. Code R. § 13511-3.1.5.a., which increases the total C.A.S. credit hours to 42. |
| 23-24-12            | Emergency Medical Services, A.A.S.                        | Program Change | Revise Model Schedule to support the fall start of the Paramedic program.   |

**Physical Therapy Assistant**

| <b>Proposal No.</b> | <b>Proposal</b>  | <b>Type</b>    | <b>Description</b>  |
|---------------------|--|----------------|---|
| 23-24-13.1          | PHTA 1100,<br>Introduction to<br>Physical Therapy      | Course Change  | Decrease credit hours from 2 credits to 1 credit.   |
| 23-24-13.2          | PHTA 1101, Patient and<br>Professional<br>Relationship | Course Change  | Increase credit hours from 2 credits to 3 credits.  |
| 23-24-13.3          | PHTA 1109, Physics for<br>PTA                          | New Course     | Create PHTA 1109, Physics for PTA, 1 credit hour.   |
| 23-24-13.4          | PHTA 2201,<br>Orthopedics                              | Course Change  | Increase credit hours from 2 credits to 3 credits.  |
| 23-24-13.5          | PHTA 2202,<br>Neurology                                | Course Change  | Increase credit hours from 2 credits to 3 credits.  |
| 23-24-13.6          | Physical Therapy<br>Assistant, A.A.S.                  | Program Change | Modify admissions process.<br><br>Remove ENGL 1108 from the Model Schedule and add COM 2200.<br><br>Modify Model Schedule to add PHTA 1109 (+1) and adjust credit hours for PHTA 1100 (-1), 1101 (+1), 2201 (+1), and PHTA 2202 (+1), |

**Office Administration**

| <b>Proposal No.</b> | <b>Proposal</b> | <b>Type</b>            | <b>Description</b> |
|---------------------|-----------------|------------------------|--------------------|
| 23-24-15            | OFAD 2250       | Course<br>Inactivation | Delete OFAD 2250.  |

**Business**

| <b>Proposal No.</b> | <b>Proposal</b>                                 | <b>Type</b>              | <b>Description</b>  |
|---------------------|---|--------------------------|---|
| 23-24-16            | Business,<br>Management<br>Concentration A.A.S. | Model Schedule<br>Update | Reverses placement of FINC 2201 and ACCT 2202 in the Model Schedule |

## For Your Information Only

### Licensed Practical Nursing

For your information, Licensed Practical Nursing submitted proposals to change course prerequisites. Because the proposals only removed prerequisites, the proposals did require full committee action, nor do they require Faculty Senate action.

| Proposal No. | Proposal   | Type          | Description  |
|--------------|--|---------------|--|
| 23-24-14.1   | LPNC 1101, Fundamental Nursing for the Practical Nurse                           | Course Change | Remove BIOY 1170 and MTH 1200 or higher as prerequisites.    |
| 23-24-14.2   | LPNC 1105, Pharmacology I for the Practical Nurse                                | Course Change | Remove BIOY 1170 and MTH 1200 or higher as prerequisites.    |
| 23-24-14.3   | LPNC 1107, Fundamental Nursing Clinical Practicum for the Practical Nurse        | Course Change | Remove BIOY 1170 and MTH 1200 or higher as prerequisites.    |
| 23-24-14.4   | LPNC 1112, Mental Health Nursing for the Practical Nurse                         | Course Change | Remove LPNC 1103 as a prerequisite.                          |
| 23-24-14.5   | LPNC 1115, Pharmacology II for the Practical Nurse                               | Course Change | Remove LPNC 1103 and MTH 1200 or higher as prerequisites.    |
| 23-24-14.6   | LPNC 1130, Pharmacology II for the Practical Nurse                               | Course Change | Remove LPNC 1107, LPNC 1110, and LPNC 1115 as prerequisites. |
| 23-24-14.7   | LPNC 1131, Medical Surgical Nursing I Clinical Practicum for the Practical Nurse | Course Change | Remove LPNC 1107, LPNC 1110, and LPNC 1115 as prerequisites. |

1. Ironda Campbell motioned to consider and approve the curriculum proposals as a group. Elliott Strickler seconded the motion. Senate President Findley called the vote which passed unanimously.
2. Rachel Plybon-Beach motioned to approve the group of curriculum proposals. Jack Lowe seconded the motion. Senate President Findley called the vote which passed unanimously.

IX. Open Forum and Discussion

X. Announcements:

- A. Dec 13 Meet and Confer
- B. Jan 15 President's Day of Giving
- C. Jan 16 Professional Development Day
- D. Feb 9 Faculty Senate Meeting
- E. Board of Governors – next meeting Feb 20, 2024 (not meeting in Jan)
- F. Faculty Senate – next meeting Feb 9, 2024, at 1:00 pm

XI. Adjournment

- A. With no further business or announcements, a movement was made by Pam Hamilton to adjourn and seconded by Jack Lowe. The meeting was adjourned at 2:20 pm.

Respectfully submitted,

Erika Rush

2023 – 2024 Pierpont Faculty Senate Secretary