



**ADVISORY COUNCIL OF FACULTY**  
**Meeting Minutes – Friday, April 17, 2020**  
**Virtual Meeting via Zoom**

#	STATUS			NAME	INSTITUTION
	Present	Phone	Regrets		
1			X	Mike Lilly	Bluefield State College
2			X	Todd Cimino-Johnson	Blue Ridge CTC
3	X			Mike Ditchen, <i>Webmaster</i>	Bridge Valley CTC
4	X			Joseph Allen, <i>Vice-Chair</i>	Concord University
5			X	Shirley Murphy	Eastern WV CTC
6	X			Harry Baxter, <i>Legislative Coordinator</i>	Fairmont State University
7	X			Kevin Evans	Glenville State College
8	X			Amine Oudghiri-Otmani	Marshall University
9	X			Katie Hopkins	Mountwest CTC
10			X	Karen Carter	New River CTC
11	X			Amy Cunningham, <i>Chair</i>	Pierpont CTC
12	X			Tom Sydow	Potomac State College of WVU
13	X			Max Guirguis, <i>Secretary/Treasurer</i>	Shepherd University
14	X			Charles Puckett	Southern WV CTC
15	X			Sylvia Senften	West Liberty University
16			X	Kathy Herrington	WV Northern Community College
17	X			Celia McLay	WV School of Osteopathic Med.
18	X			Barbara Ladner	WV State University
19	X			Roy Nutter	West Virginia University
20			X	Gary Thompson	WVU at Parkersburg
21	X			Asad Davari	WVU Institute of Tech.
				<b>GUESTS</b>	
				Corley Dennison	Vice Chancellor for Academic Affairs, HEPC
	Present	Phone	Regrets		

On April 17, 2020, the Advisory Council of Faculty (ACF) held its first all-virtual meeting via Zoom due to the ongoing travel restrictions and safety concerns.

I – Dr. Corley Dennison, the HEPC’s Vice Chancellor for Academic Affairs, made the following comments at the beginning of the meeting:

1. With classes being fully online for the summer and possibly for the fall, the HEPC stands ready to help with workshops, meetings, webinars, trainings, or any needs that may arise throughout the rest of the year. Further, the HEPC would be happy to articulate institutional proposals or recommendations for statewide action to the state legislature.
2. The state is currently facing an estimated \$350 million shortfall. Many institutions are also projecting substantial deficits. It is anticipated that the federal government will backfill both state and institutional budget shortfalls. However, there is a concern that if enrollment drops sharply in the fall, the stimulus funds may run out before the end of the academic year. The loss of the fall athletic season and the decrease in the number of students living on campus are expected to contribute to the overall decline in institutional revenue.
3. As the current situation continues to evolve, institutions are encouraged to plan ahead and to remain flexible in case the social distancing precautions have to be extended beyond the summer. It is important to think through and prepare for different scenarios, although the worst-case scenario may not materialize. Institutions have to be ready to meet the growing tech needs of the campus community. This entails having enough personnel and resources in place to resolve technological issues and offering workshops on technology-enabled instruction and online course development. Preparations should also include developing policies and procedures for testing, isolating, and protecting students if a second wave of the coronavirus strikes in the fall.
4. Significant changes are on the horizon for regional accrediting agencies. Many of the proposed changes will be mandated by the U.S. Department of Education. In the interest of time, this extended discussion is better left for another meeting or perhaps the July retreat.

Dr. Dennison concluded his remarks by inviting ACF members to contact him with their needs. He agreed to explore the possibility of negotiating a discounted rate with Zoom for WV institutions so they can purchase more “Pro” accounts.

II – Roy Nutter of WVU provided the following updates from the HEPC meeting that took place earlier the same day:

1. HEPC Chairman Michael Farrell reported that, in response to a request by the state legislature, the Commission is now working with institutional presidents to devise a funding formula.
2. HEPC Interim Chancellor Sarah Tucker reported that she had recently met with the Council of Presidents to discuss the details of a framework for developing the new funding model.
3. The HEPC adopted a motion approving the chancellor search procedures, which are posted on the Commission’s website. The HEPC has extended Chancellor Tucker’s contract for six more months while a national search is underway. It should be noted that HB 4022, which was passed in the 2020 legislative session, allows a person to simultaneously serve as Chancellor of the HEPC and the CTC Council.
4. The HEPC has approved the postponement or cancellation of the “National Testing Requirement” for the PROMISE Scholarship, since the eligible standardized exams are not being administered as scheduled. This will allow students to submit scores from residual tests provided directly by the institutions in lieu of the national ACT or SAT.
5. Matt Turner, Executive Vice Chancellor for Administration, said that students should be reminded to complete the census questionnaire. Their answer to the residency question should be based on where they live the majority of the time. Those who live on campus for more than half the year should use their dormitory address as their residence.
6. The HEPC has approved Shepherd University’s Campus Facilities Master Development Plan, which incorporates capital improvements over the next ten years.

7. The HEPC has approved a deed transferring to the City of South Charleston the main roads within the WV Regional Technology Park, which the HEPC acquired in 2010. This transfer will allow the city to maintain the roadways and to perform snow removal in the Tech Park.

III – There were some reflections on the ACF’s annual day at the capitol that took place in February. It was suggested and agreed that, in the future, ACF members should meet a day before the legislative visits to craft clear and concise messages in order to be more effective and more cohesive in their advocacy efforts. With budget cuts being a perennial concern, it was suggested that the group should provide legislators with hard data showing the negative economic and social effects of state cuts to higher education funding. This information could be helpful to legislators who are strong proponents of higher education.

IV – The HEPC has cancelled its OER course development workshop that was supposed to take place earlier this month. The status of the OER course development grants will remain uncertain until the pandemic is under control.

V – There was some discussion of what various institutions are doing to keep enrollment from plummeting in the fall. The reported activities included virtual open houses and orientations, online campus tours, follow-up emails, live chat agents, and partial tuition waivers. Dealing with any technological problems expeditiously can also help potential students get the information they need when they need it most.

VI – The ACF’s annual retreat is still set to take place on July 17-19, but it will have to be cancelled if the statewide travel restrictions remain in place. Should the retreat be held as scheduled, guests might be given a “virtual option” for their convenience. A suggestion was made to invite one or more institutional presidents to get a clear sense of the objectives and priorities of the Council of Presidents.

Respectfully submitted,

Max Guirguis, PhD

Professor of Political Science

Chair, Department of Political Science, Global Studies, & Geography

Shepherd University

Shepherdstown, WV