

Minutes
Faculty Senate Executive Committee
Monday, February 23, 2009

1. Chair Virginia Kleist called the meeting to order at 3:00 p.m. in the President's Conference Room, Stewart Hall

Members Present:

Clark, N.	Kleist, V.	Nutter, R.	Stolzenberg, A.
Hartman, K.	Magrath, P.	Peace, G.	Strife, M.
Jackowitz, A.	Martin, J.	Perone, M.	Torsney, C.
Kite, S.	McDiarmid, M.	Sedgeman, J.	

Members Absent:

Cumming, J.	Kirby, B.	Woloshuk, J.
Dean, R.	Wilson, C.B.	

Guests:

Garbutt, K.	Shaner, C. (D.P.)	Swaim, K. (D.A.)
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2. Interim President Magrath said the budget situation has not changed since it was last discussed, and the Governor's recommendations are out. The good news is that the bad news is not as bad as it could have been. WVU will get its budget moved forward from last fiscal year to this year. There is a possibility as the process unfolds that there could possibly be moderate or small adjustments upwards from what has been received; not sure if this would be recurring money, which is what you need in terms of salary increases. There is some possibility that something nice or relatively nicer in context would happen, but beyond that, the Interim President said he thinks it is clear that there is a stand-still budget, which means that salaries for faculty and staff do not increase; since there is still inflation, it is like a cut, but it is the way it is. In context, WVU is relatively fortunate because there are other colleges around the country that have taken furloughs (working without pay), not filling needed positions, and in some cases, lay-offs. WVU is relatively fortunate considering the economic situation. Nationally, it is not a good situation.

The Promise Scholarship was discussed, and Chair Kleist encouraged faculty to contact legislators to request keeping the scholarship as it is.

Professor Clark asked President Magrath how we faculty hires will be affected at WVU by this economy. President Magrath said he sees that the situation would contribute to the salary compression issue.

3. Chair-elect Clark said the Committee to Rescind Asinine Procedures met Friday (February 20th) and made concrete progress. As a utopian concept, perhaps policies and procedures could consider cost-benefit before they are implemented; perhaps services can become service-oriented. He said the flip side of the coin is that the University should be compliant if the policies are reasonable. Interim Magrath said people in the University will follow

reasonable rules and regulations, but if some of those rules and policies become ridiculous and/or outmoded, they will still follow them, but they will not give them as much attention. The Interim President said we need to get rid of counterproductive stuff. We need clearly articulated policies and procedures.

4. Interim Provost Martin reported on the following issues:

- Elizabeth Dooley has accepted the position for Associate Provost for Undergraduate Academic Affairs. The title was changed from Vice-President back to Associate Provost and Jonathan Cumming's position title will change as well. The paperwork for the change is in process. Cheryl's last day of work will be April 30, 2009. A reception will be held in her honor at the Erickson Center on April 22nd at 4:00 p.m. The interim Provost encouraged everyone to come and celebrate, and wish Cheryl well as she goes on to a wonderful new position.
- The Interim Provost's office has been working on the response to the student's letter that was referred by the BOG. The Interim Provost hopes to have the response out by the end of this week; she said it is coming along well. The content will be confidential because it is a student matter. It was agreed to let the press know when a decision had been reached, but the nature of the response will not be given out.
- The search committee for the University Registrar has been charged, and the position has been advertised.
- The AACRAO team for Phase II was on campus last week, and they are here this week as well. AACRAO should be submitting their report around March 16. However, since that is break week, the report will be released and discussed on campus after the break. As they look at the transcripts, they are seeing what they projected. They have not uncovered any new problems, which is good to hear. It is the same kind of difficulty with the transfer of credits and incompletes not fully reconciled, etc.
- The Interim Provost's Office had a reception for department chairs last week. It was well attended, and everyone seemed to enjoy it. It was decided to do a paper printing of only the front section of the catalog, which will include general information. It will contain a listing of the degree requirements for every degree that is offered. Cheryl Torsney and Jonathan Cumming compiled credit hours that came from the individual units, but because there is a discrepancy between what is on the front of the catalog and what is in the section the schools provide, there were two choices -- delay the printing of the catalog until each of the units had the opportunity to do all the corrections that were necessary to reconcile the credit hours and the other requirements or publish the section of the catalog that deals with each unit online (we think this is the better decision). Each unit, school and/or college will be responsible

for its own information, which will be overseen. The new Registrar, when he or she comes, will make sure that there is good coordination, so the front section of the catalog can be printed in a timely manner and have it out for the needed activities. It is a good solution. The deans have been informed, and they will be reminded again of the particular descriptive material for the unit. It will fall back on the school to be sure that it is accurate, and that it is published in a timely manner. It will allow for other kinds of changes in the units that do not change the credit requirements. The catalog is out of date as soon as it is published because of constant changes, so general policies will be placed in the front of the catalog because they do not change as quickly.

5. It was moved and duly seconded to approve the Executive Committee minutes from the Monday, January 26, 2009 meeting. Motion carried.
6. Minutes from a special May 5, 2008 Faculty Senate meeting were reviewed.
7. Minutes from the February 9, 2009 Faculty Senate meeting were reviewed.
8. Chair Kleist reported on the following issues:
 - A new name has been given to the curriculum e-syllabus, “Curriculum Approval Process Project.” The committee for this project will meet on Tuesday, February 24th at 8:30 a.m. in the Cacapon Room, Mountainlair. Chair Kleist along with Professors Clark and Kite met with Sara Bishop and her team from OIT on February 10th to review the many curriculum screens. The Chair is hoping that Phase I of the project will be finalized this spring with some pilot work.
 - The Chair sent an editorial about the Promise scholarship, and she will send the HEPC report link to the Executive Committee, so members can think about doing something on their own.
 - Professors Clark and McDiarmid attended the Background Check Committee meeting last Friday, and answers were received from questions previously posed. Professor Clark said such a policy would be desirable. Professor McDiarmid said, according to the materials distributed, a lot of schools are in a flux about what they are doing, and to date, there is not a majority position to have a background check for faculty.
 - The Faculty Welfare Committee met on February 18, 2009 and the WVU smoking policy was discussed. A few students presented research that had been conducted by the student government to ban smoking all across the campus.
 - Margaret Phillips and Toni Christian from Human Resources, discussed PEIA issues. They said they are working to see where WVU stands on PEIA claims.

- A discussion was held about the parental leave policy; Chair-elect Clark and Associate Provost Wilson have been exploring this issue.
 - Professor Leslie Tower will send out a survey from the Council for Women's Concerns.
9. Chair Kleist asked if anyone would like to chair the new Ad hoc Writing Portfolio subcommittee that was approved by the Faculty Senate. The new approach will include proposing a pilot program to test the options. The chair said the program is well put together, but it needs someone to chair it. She suggested the chair be the same person to lead the pilot program because two pilot programs are recommended, which will run parallel with each other. Reports will be given to the Faculty Senate.
 10. Professor Stolzenberg moved to approve Annex I, New Courses and Course Change Report. It was duly seconded. Motion carried. Professor Stolzenberg said the Curriculum Committee was given a charge to implement a policy about experiential learning and courses that do not follow the regular schedule. Professor Sedgeman suggested gathering similar policies from other Universities that had a long time experience to see if there was a common thread. Professor Nutter said the Curriculum Committee is overworked already, so he recommended making this topic a separate study with someone to chair it. Professor Sedgeman suggested assigning this project to a subcommittee or a task force. Chair-elect Clark suggested getting guiding principles and also to provide guidance for each unit/program/ and department to provide a reasonable level of detail on how to maintain quality control and grade management. He said it could be kept at a fairly high level requirement. If it is not a supervised practicum classroom, a laboratory experience, a supervised field experience, or if it does not meet any of the standard classes, then there would have to be a quality control description on how it is managed. Otherwise, he said, there will be an unusual elaborate concept that will need to be created with lots of details. Chair Kleist said guideline need to be created and submitted to the Executive Committee for its review.
 11. Professor Stolzenberg said he is serving on the Registrar Search Committee as a Faculty Senate representative, and he sent an e-mail asking for questions that could be proposed to candidates. He said he did not get much of a response, so he will send another e-mail. He asked members to send him any issues or questions that they felt needed resolved. He said applications are being received, so the committee will begin reading them in the next several days.
 12. Professor Garbutt moved to approve Annex II, GEC Audit Report. It was duly seconded. Motion carried.
 13. Professor Garbutt discussed Annex III, Clarification of GEC requirement. The GEC members will revise the language in the report and resubmit it to the Executive Committee next month.
 14. It was moved and duly seconded that the Curriculum Committee Chair and the past Faculty Senate Chair serve as representatives to the Graduate Council. Motion carried.

15. Professor Kite had nothing to report for the University Assessment Council. He said he could not attend the next 3 meetings (March, April and May); therefore, Chair Kleist will attend those meetings. Chair Kleist said the Committee on Committee's will select a new representative to serve on the Council. She said it was recommended that the Faculty Senate Chair-elect serve as the representative.
16. Chair-elect Clark gave a report for the Committee to Rescind Asinine Procedures. He said a short summary will be posted to a web-site. There will be a place for comments or responses to be posted and recommendations for solutions will be requested. He will provide meeting minutes next month.
17. Professor Nutter, ACF representative, distributed an ACF report. He reviewed highlights of the last meeting, which was held on February 19, 2009 in Charleston, WV. He passed out a brochure from Shepherd University entitled, a *Retirement Guide and Checklist*. He also passed out a notice about a seminar called, "Expand Your Horizons at the 2009 West Virginia Great Teachers Seminar," which will be held Monday, June 22-25, 2009 in North Bend State Park.
18. Chair Kleist said Ray Miller, TV Productions, asked if the Faculty Senate would like the monthly meetings to be aired on the PRT, Health Sciences and the Mountain lair info-stations. The Committee said they would prefer to not have the meetings aired at these stations.
19. Mary Strife, Faculty Secretary, asked the Executive Committee if they would prefer electronic or paper ballots to be done this year for the Faculty Senate election. She said faculty respond better to a paper ballot. The Committee recommended a paper ballot be used this year.
20. A small reception for Faculty Senate Chairs will be held at the Downtown Campus Library the last week of May. Mary Strife will make the arrangements.
21. The meeting adjourned at 4:45 p.m. for an immediate Executive Session. The next meeting will be Monday, March 23, 2009.

Mary Strife
Faculty Secretary