

Minutes
Faculty Senate Executive Committee
Monday, March 28, 2011

1. Chair Alan Stolzenberg called the meeting to order at 3:00 p.m. in the Bluestone Room, Mountainair.

Members Present:

Abate, M.	Clements, J.	Nutter, R.	Strife, M.
Bastress, R.	Cottrell, L.	Peace, G.	Urbanski, J.
Bilgesu, I.	Griffith, R.	Petty, T.	
Clark, N.	Hartman, K.	Stolzenberg, A.	

Members Absent:

DiBartolomeo, L.	Kershner, R.	Wheatly, M.
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Guests:

Dean, R.	Lang, A. (DA)	Latimer, M.	Lee, P.
Mazzella, D. (NIS)	McDiarmid, M.		

2. It was moved to approve the minutes from the February 28, 2011 meeting with the change of the motion made by the Chair concerning the Constitution listed in item #10; add Robert Griffith to the members list, and add Patricia Lee to the guest list. It was duly seconded. Motion carried.
3. President Clements said the debate team finished in the top 10, nationally, and it speaks of the quality of education that is received at WVU. It is more than just the students, it is a team of people preparing students to do well.

Curt Peterson has announced that he will be retiring; he has done a tremendous job, and research is at an all-time high. The Research Search Committee will meet this afternoon, and the list of names will be released today or tomorrow. We have the opportunity to do a national search and bring in a top notch person to help the institution move forward. The President asked the Faculty Senate Chair for input and guidance as well as other members for any thoughts on what kind of profile the person should have. The President read the list of names of those who will be on the search committee; the list will be sent out this week.

The BOG will meet next week to look at budget planning assumptions. In WV, the budget is stable, but in other parts of the country it is not. The university will look into the feasibility of small increase for a faculty and staff pay raise, perhaps making permanent what we received in salary enhancement. The President gave Narvel Weese an assignment to work to provide funds to fully fund staff based on the salary schedule.

4. Chair Stolzenberg, Chair-elect Cottrell and Nigel Clark will make a visit to WVU-Tech on Thursday, March 31st to try and harmonize processes between the senate committees and faculty leadership for various campuses.

5. Professor Todd Petty moved for approval of the following SCC reports:
 - Annex I, New Courses and Course Changes. WVUe 191 will be submitted as a new course instead of a course change, the prerequisite for BIOL 433 (BIOL 221) will be removed, and 3 prerequisites were added to DENT 756. Motion carried.
 - Annex II, WVU-Tech Request for a New program in Information System. Motion carried.
 - Annex III, Curriculum Changes for the Counseling Program. Motion carried.
 - Annex IV, Italian Capstone Request. Motion carried.
 - Annex V, Request for change of Prefix for Medical Laboratory Science Courses for School of Medicine. Motion carried.
 - Annex VI, The Alteration Report was submitted for information; the wording for WVUE will be revised from, “change subject code” to “create subject code.”

6. Professor Lesley Cottrell moved for approval of Annex VII, the GEC Actions. Motion carried. Annex VIII, GEC Audits were submitted for information.

7. Professor Marie Abate, Chair, Faculty Welfare Committee, led a discussion concerning, Annex IX, Parental Work Assignment. She said the document addresses 9-month faculty not having medical leave and 12 month faculty that do not have enough leave time, especially if they have not worked at WVU very long. Associate Provost Dean said Associate Provost C. B. Wilson suggested that the Senate Executive Committee endorse the proposal and submit it to the Faculty Senate for information. Associate Provost Dean said this will be a way to put what is already being done in writing. Professor Abate said Provost Wheatly supports the proposal. It was moved and duly seconded to endorse the proposal for adoption through the Provost Office and submit it to the Faculty Senate for information. Motion carried.

8. Professor McDiarmid said in December, 2010, she discussed the Academic Integrity Policy with the Senate Executive Committee, and it made a motion to form an ad hoc committee to review minor changes of the policy. The ad hoc committee reviewed the changes, and they were adopted. Professor McDiarmid reviewed the minor changes, and the Senate Executive Committee made four specified changes to the draft. Professor Clark said that this should be named as a procedure, not a policy.

It was moved and duly seconded that the Senate Executive Committee adopt the current document with the four specified changes; it recommended approval by the Provost, and it be submitted to the Faculty Senate for approval as a procedure. Motion carried.

9. Professor Latimer discussed an exit survey for faculty who leave the institution. She received information from Human Resources concerning how many tenure track faculty have left the University in the last 10 years. She used a survey that was done by the women’s faculty forum at Yale University and modified it for WVU. The document was submitted to the Senate Executive Committee for its review. Professor Latimer said she is working with Human Resources so when

staff or faculty leave the institution, they are asked to fill out the survey. It will be an on-line survey using Survey Monkey. Professor Latimer said it will be beneficial to compile the information every 3 to 4 years. Currently, there are no systems in place to establish a protocol to determine how the data could serve the institution. Professor Latimer will work with the Provost's Office and Human Resources, so the survey can be available by May, 2011.

10. Professor Nutter, ACF representative, said the re-election of the Advisory Council of Faculty representative is due this April because it's an odd numbered year, so it needs proposed before July, 2011. The Faculty Secretary will see if the appointment is given at the Senate Executive Committee or at a Faculty Senate meeting.
11. Professor Nigel Clark gave a brochure on the Strategic Plan. He said they have moved into the implementation phase, and there are a variety of techniques that will be used for implementation. Ten round tables will be set up to discuss various topics. Professor Clark asked the Senate Executive Committee for advice on how to proceed with getting people to participate. He recommended 5 or 6 people from the Faculty Senate, a couple of administrators, Curriculum Committee Chairs, General Education Committee Chairs. Chair Stolzenberg said the Committee will think about the issue, and it can be discussed at the next Senate Executive Committee meeting.
12. Chair Stolzenberg said Nancy Lohmann is overseeing the WVU EmployeeFest, and she asked if the May 9th Faculty Senate meeting could be held downtown so people could participate in the events. The Chair said Ming Hsieh Hall, room G21, is available, and networking is possible for the off-campus sites. Reservations have tentatively been made.

It was moved and duly seconded to authorize the moving of the May 9th Faculty Senate meeting to the downtown campus along with the request that parking be accommodated. Motion carried. The Chair will announce the location change to the Faculty Senate at the April 11, 2011 meeting.
13. Chair-elect Leslie Cottrell distributed an EmployeeFest handout. She said supervisors are encouraged to allow employees to attend the event. She gave an overview of the activities that will be held at the Mountainlair, May 9th, 11:00 a.m. – 7:00 p.m.
14. The Chair said a special election will be held in October, and it is a designated State holiday. Human Resources contacted the Chair about how to handle the holiday. He said information will be forthcoming as administration weighs the possibilities.
15. The meeting adjourned at 5:20 p.m. to reconvene on Monday, April 23, 2011.

Mary Strife
Faculty Secretary