

Minutes  
Faculty Senate Executive Committee  
Monday, April 28, 2014

1. Chair Lisa DiBartolomeo called the meeting to order at 3:00 p.m. in the Bluestone Room, Mountainlair.

Members Present:

Bastress, R.	Gee, E.	Nutter, R.	Stolzenberg, A.
Bilgesu, I.	Griffith, R.	Orlikoff, J.	Weihman, L.
DiBartolomeo, L.	Kleist, V.	Perna, N.	Wheatly, M.
Elmore, S.	Mays, M.	Polak, J.	

Members Absent:

Butcher, F.	Cottrell, L.	Woloshuk, J.
-------------	--------------	--------------

Guests:

Campbell, J.	Dooley, E.	Lang, A. (DP)	Weese, N.
Dean, R.	Harner, J.	Robinson, S.	Wilson, C.

2. Chair DiBartolomeo moved for approval of the minutes from the March 24, 2014 meeting. Motion carried.
3. Provost Michele Wheatly reported the following:
  - She thanked everyone for the work they have done this entire academic year and asked that we continue to make student success our number one priority.
  - It will be several weeks before we know the outcome of the accreditation process. She thanked the committee for meeting with the HLC visitors.
4. Chair Di Bartolomeo reported the following:
  - She has been meeting with various constituencies regarding proposed GEC changes.
  - She, Mike Mays, Margie Phillips, Toni Christian, Paul Martinelli, Dixie Martinelli, and Lisa Martin met with Ted Cheatam, Executive Director of PEIA. Ted Cheatam has shown a great willingness to listen to and address our concerns. PEIA has made minor revisions to its instructions for policyholders living out of state for more than four consecutive months or traveling outside of West Virginia for fewer than four months. Information will be posted on WVU's Benefits Administration web site.
  - She asked Alan Stolzenberg to provide the following information regarding the upcoming election for the Board of Governors representative from health sciences or extension. We have seven nominated and declared candidates for the position. They will be given an opportunity to provide a written statement to include their plans and goals for their service on the BOG and a description of their background and experience that is relevant to their ability to serve. The statements will be provided as an annex to the May Senate meeting agenda. Candidates will also be given 2 minutes to speak at the May Senate meeting.
5. Nick Perna, Chair, Senate Curriculum Committee, moved for approval of the following reports:

Annex I, New Courses and Course Changes. Motion carried.

Annex II, Course Changes Report. Motion carried.

Annex III, Alterations Report. Accepted.

Annex IV, Curriculum Changes for the BS in Computer Science at WVU-Tech.  
Motion carried.

6. Lisa Weihman, Chair, General Education Curriculum Oversight Committee, moved for approval of the following reports:

Annex V, GEC Actions. Motion carried.

Annex VI, GEC Audits. Accepted.

7. Robert Griffith, Chair, Committee on Committees, Membership and Constituencies moved for approval of the following committee charge:

The Teaching and Assessment Committee will:

- a. Maintain and revise the evaluation instrument (SEI) that students will complete to evaluate instruction for a wide variety of courses and instructional methods;
- b. Make recommendations for the analysis and use of SEIs;
- c. Initiate and make recommendations for documentation of teaching effectiveness;
- d. Make recommendations to the Teaching Learning Commons as to faculty needs related to instructional and assessment processes;
- e. Collaborate with the General Education Curriculum Oversight Committee, the Senate Curriculum Committee, and the Graduate Council to recommend practices for course and curricula assessment methods;
- f. Address in a timely fashion other issues pertinent to Teaching and Assessment.

Motion carried.

8. Elizabeth Dooley, Chair, Ad Hoc Calendar Committee, moved to accept four calendar options for 2015-2016, Annex X, Annex XI, Annex XII, and Annex XIII, for presentation to the Faculty Senate. Motion carried.
9. Chair Di Bartolomeo presented Annex VII, Adverse Weather Commitment, as an optional syllabus statement. A motion was made and duly seconded to approve the statement. Motion carried following revisions to the statement.
10. C.B. Wilson presented Annex VIII, Draft IV of the Faculty Evaluation, Promotion, and Tenure Document. The Executive Committee endorsed sending the draft forward to the Senate, following revisions as requested by the committee.
11. Chair Di Bartolomeo presented Annex IX, a draft of the rewritten Office of the University Registrar page concerning General Education Requirements and the outline of a motion to implement a transition to these new requirements. She will solicit further feedback from the Executive Committee via email and will report back at the May meeting.
12. Roy Nutter, ACF Representative, reported the following:

- Legislation was passed that will require WVU to begin issuing paychecks every two weeks by July 1, 2014. A pay increase of \$504 per employee was also passed by the legislature and signed by the governor.
  - HEPC and CCTC passed a joint resolution to create transfer and articulation agreements for each academic program.
  - WVU plans to conduct a survey of classified staff positions and pay scales to calibrate WVU classified staff pay scales. In addition, this should assist HEPC in conforming to the requirements of Senate Bill 330.
13. Robert Griffith, BOG Representative, reported that the board will meet at Jackson's Mill in June.
14. Appointment of Faculty Representative to State Government  
A motion was made and duly seconded to reappoint Roy Nutter to the position of Faculty Senate Representative to State Government. Motion carried.
15. Appointment of Parliamentarian  
A motion was made and duly seconded to appoint Matthew Titolo and Chad Proudfoot as co-parliamentarians. Matthew Titolo will attend Senate meetings and Chad Proudfoot will attend Executive Committee meetings, substituting for one another and attending other meetings as needed. Motion carried.
16. New Business  
John Campbell announced that OIT, ATS (Administrative Technology Solutions), and SSM (Student Systems Management) staff will be merging. SSM has been responsible for BANNER and ATS has been responsible for providing services to Administration and Finance, including Human Resources. An ENEWS article is forthcoming.  
Ilkin Bilgesu commented that there appears to have been changes made to the online system for ordering SEI's. John Campbell will check and report back.  
C.B. Wilson reported that there were no applicants in this cycle for the Great Teacher's Seminar. The application has been recirculated.
17. Executive Session  
A motion was made and duly seconded that the Executive Committee move into Executive Session under West Virginia Code § 6-9A-4 under 2b to discuss a matter relating to personnel. Motion carried. Following the conclusion of Executive Session, the Committee reconvened into regular session.
18. The meeting adjourned at 5:23 p.m. to reconvene on Monday, May 19, 2014.

Judy Hamilton  
Office Administrator