

Minutes
Faculty Senate Executive Committee
Monday, November 18, 2013

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

Members Present:

Bastress, R.	DiBartolomeo, L.	Nutter, R.	Weihman, L.
Bilgesu, I.	Elmore, S.	Perna, N.	Wheatly, M.
Clements, J.	Kleist, V.	Polak, J.	
Cottrell, L.	Mays, M.	Stolzenberg, A.	

Members Absent:

Butcher, F.	Griffith, R.	Orlikoff, J.	Woloshuk, J.
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Guests:

Campbell, J.	Dooley, E.	Lang, A. (DP)	Stump, J. (NIS)
Clark, N.	Harner, J.	Lastinger, M.	Wilson, C.
Dean, R.	Karraker, K.	Robinson, S.	

2. Chair DiBartolomeo moved for approval of the minutes from the October 28, 2013 meeting. Motion carried.
3. President Clements reported the following:
 - Our Cystic Fibrosis Center was ranked among the top 10 in a network of 165 centers across the country.
 - The Division of University Relations won four platinum and one gold award from MarCom, an international competition that recognizes outstanding creative achievement by marketing and communication professionals. In addition, the National Alternative Fuels Training Consortium won three platinum and one gold award and the P.I. Reed School of Journalism won a platinum and two gold awards. MarCom receives more than 6000 entries per year.
 - The Davis-Michael 4-H Day program received the Excellence in Animal Science Program award from the National Association of Extension 4-H Agents. The program is a collaboration between the Davis-Michael Scholars Program and the WVU Extension Service. Jean Woloshuk was a leader in that effort.
 - Chelsea Hodgkins has been named a Rhodes Scholar finalist.
4. Provost Michele Wheatly reported the following:
 - She attended the APLU Annual Meeting and the STEM Gender Summit last week in Washington, D.C.
 - She asked Steve Robinson to discuss the following deadlines for uploading grades. Finals run from Thursday, December 12 through Wednesday, December 18, 2013. Grades will be due by 5:00 p.m. on Friday, December 20. Dr. Robinson asked for committee members help in communicating these deadlines to their departments.

- She asked Elizabeth Dooley to provide the following information on how the effectiveness of fall break will be assessed. During February and March 2014, the Senate must approve a calendar for the 2015-16 academic year. In the meantime, Dr. Dooley will be talking with the SGA president, residential education staff, assistant and associate deans, and Faculty Senate leadership to solicit their help and ideas in surveying constituency groups on a campus-wide basis to assess fall break.
- Academic Innovation has been working with a large group of faculty to determine how to solicit and assess institutionally approved MOOCs. They have produced a document that was released for review by the deans and will be presented to the Faculty Senate.
- She asked C.B. Wilson to discuss the following update on the P&T “mother document.” The document is being circulated to Faculty Senate Committees in accordance with the resolution passed by the Executive Committee, with responses expected by December 2, 2013. Comments will be incorporated into the next draft as appropriate, and circulated to the full faculty in the spring. Dr. Wilson also announced that SEI material can be entered into faculty personnel files through the end of the business day on January 3, 2014.
- She asked John Campbell to respond to any questions the Committee has regarding Office 365. He noted that we have until December 31 to resolve migration issues.

5. Chair DiBartolomeo reported the following:

- She and Bob Griffith presented the faculty constituency report to the Board of Governors on Thursday, November 7. Only two faculty members were present, which was noted by one of the governors.
- She reminded committee members to send letters to legislators regarding SB 330 and to encourage their colleagues to do the same.
- Bob Griffith, Jennifer Orlikoff, Lisa Martin (Chair of Staff Council), and Franklin Roberts (SGA) are meeting with key legislators in Charleston during the November interim session.
- Additional volunteers are needed for the committee reviewing Senate and University Assembly eligibility and for the University P&T advisory committee. Responses are still needed concerning revisions to the P&T “mother document.”
- A motion was made and duly seconded to form an ad hoc committee to study the calendar and, in particular, fall break. Motion carried.

6. Nick Perna, Chair, Senate Curriculum Committee, moved for approval of the following reports:

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

Annex II, Changes to the BS in Computer Science for WVU-Tech. Pulled for further action.

Annex III, Changes to the BS in Information Services for WVU-Tech. Motion carried.

Annex IV, Changes to the Civil Engineering Curriculum at WVU-Tech. Motion carried.

Annex V, Changes to the English Education Program. Motion carried pending receipt of a sign-off from the Department of World Languages, Literatures, and Linguistics.

Annex VI, Capstone Form for JRL 456. Motion carried.

Annex VII, Monthly Alterations Report. Accepted following minor changes.

Dr. Perna moved that the Course Inventory Management (CIM) system be changed to reflect that syllabi and expected learning outcomes are not required for course alterations. Motion carried.

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

Annex VIII, GEC Actions. Motion carried

Annex IX, FYS Course Deletions. Motion carried.

Annex X, GEC Audits. Accepted.

8. Roy Nutter, ACF Representative, reported that he will present the ACF report at HEPC's December 6, 2013 meeting. With respect to SB 330, Mark Toor is scheduled to appear at Fairmont State University and Southern Community Technical College in the near future.

9. 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 matters relating to honorary degrees and to the presidential search. Motion carried. Following the conclusion of Executive Session, the Committee reconvened into regular session.

10. New Business

Sandra Elmore distributed letters written by faculty members from WVU-Tech concerning requests for sign-offs on proposed curriculum changes. The committee discussed procedures currently in place, as well as possible fixes in CIM. This oversight and these procedures are in place for all units at all campuses. Dr. DiBartolomeo will follow-up with the faculty members and with the Office of the University Registrar.

11. The meeting adjourned at 5:05 p.m. to reconvene on Monday, December 16, 2013.

Judy Hamilton
Office Administrator