

Minutes  
Faculty Senate Executive Committee  
October 27, 2008

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.	Magrath, P.	Perone, M.	Wilson, C. B.
Cumming, J.	Martin, J.	Sedgeman, J.	Woloshuk, J.
Jackowitz, A.	McDiarmid, M.	Stolzenberg, A.	
Kite, S.	Nutter, R.	Strife, M.	
Kleist, V.	Peace, G.	Torsney, C.	

Members absent:

Dean, R.	Hartman, K.	Lastinger, V.
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Guest:

Gyrke, T. (H.R.)	Marra, A. (D.A.)	Shaner, C. (D.P.)
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2. Interim President Magrath reported on three matters:
  - That a final report of the Executive MBA Program study being done by the American Association of Collegiate Registrars and Admissions Officers will be presented to the University in early January. The University will then respond and take whatever corrective steps necessary. The President will meet with Provost Martin, Faculty Senate Chair Virginia Kleist, and a few members of the Faculty Senate Executive Committee looking for advice and guidance.
  - The search process for the new WVU President is underway and going very well.
  - His research agenda for the University. He is meeting with the Provost, Deans, and others to strengthen and streamline the University's ability to be a stronger research university. He feels the University needs to be a stronger player. He believes everyone needs to think about how to strengthen research capabilities.
3. It was moved and duly seconded to approve the September 22, 2008 Minutes. Motion carried.
4. The draft minutes for the October 13, 2008 Faculty Senate meeting were reviewed.
5. Chair Kleist reported that:
  - On November 7, she and Professors Kite and Clark will make a presentation to the BOG.
  - The Presidential Search Committee peer-reported on the Presidential Search Committee. She has received many comments and input from faculty that she is referring to the Faculty Senate representatives on the Committee.
  - Gwen Bergner is the Chair of the Committee on Committees but today Bob Griffith will give the Committee report from last year.

- Curriculum Committee and Curriculum Management Syllabus Builder, the electronic syllabus builder, is being undertaken by Sara Bishop. Sara will make a presentation about the electronic syllabus builder to the Executive Committee on November 17. This product will interface with GEC, Curriculum Committee, and SEI.
  - On October 20<sup>th</sup>, the 2010 Implementation Team had a presentation and discussion with Extended Learning Dean Sue Day-Perroots. Chair Kleist saw the electronic portfolio product selected by Dean Day-Perroots, which is being considered as an alternative for the writing requirement.
  - Video Productions will video Faculty Senate meetings for viewing on the web. Capture will occur at the drop of the gavel.
  - The Ad-Hoc Handbook Committee is meeting under the guidance of Associate Provost C. B. Wilson. The next meeting is November 11<sup>th</sup>.
  - She submitted comments to the HEPC about the presidential search. Revisions come before the HEPC in November.
  - Retired faculty member Stan Cohen suggested, and it was agreed, that the ceremony for adding the faculty senate chair's name to the plaque in the Library be held at the May Executive Committee meeting.
6. Professor Stolzenberg, Curriculum Committee Chair, moved for approval of Annex I, New Courses and Course Change report. It was duly seconded. Motion carried. Annex II, Alteration Report, was presented for information.
  7. It was moved and duly seconded to approve the General Education Curriculum Oversight Committee's Annex III, Course Recommendations. Motion carried. Annex IV, GEC Audits, was presented for information.
  8. Chair Kleist gave Writing Committee Chair Valerie Lastinger's report:
    - The committee met on October 15<sup>th</sup>. The committee discussed Professor Brady's draft proposal for the portfolio approach and how to proceed with a portfolio. Professor Brady proposed an alternative to WVU's current writing requirement and a hybrid solution where you can do your current approach with the writing requirements or you can substitute and use a writing portfolio within the major. That would allow departments to make a choice.
    - The portfolio option will have the student writing in every course across their major. They would submit writing reports that fit within their major to the portfolio across their freshman, sophomore, and junior years. At the end of their junior year, there would be a review of their portfolio in place of the "W" course that they currently would take. The advantage of this is that they would be writing within their major. The link for the portfolio could be released to potential employers. It would also allow them to compete for scholarships for graduate school. It may allow them to have better learning about writing if they write a proposed reflective paper.
    - Some of the costs of the portfolio have to be carefully calculated. Faculty would have to be trained to be reviewers of the portfolio approach; that there be writing centers within each college/unit; several faculty members would review a submission, not just one; and many other elements that will be put in place.

- At the next meeting, Sue Day-Perroots will demonstrate the I-Web Portfolio product that Extended Learning uses.
  - This is a hybrid solution so people who are happy with where they are would not be forced to make a change.
  - On a previous meeting the committee discussed Carlton College's use of a portfolio for their writing requirement.
9. Professor Robert Griffith, Past Chair, Committee on Committees, Membership and Constituencies Committee moved and it was duly seconded to accept Annex V, 2007-08 Committee Report and 2008-09 Committee Goals. Motion accepted. Annex VI, Faculty Senate Committee Members for 2008-09, was presented for information.
10. Advisory Council of Faculty representative Professor Roy Nutter distributed a flyer that will be given to legislators with the following information:
- A list of 22 two-year and four-year schools represented on the ACF, including their representative with their phone number and e-mail address.
  - A map showing where each of the schools are located. Because, legislative wise, the schools are spread around the state, not just Monongalia County, WVU has a lot more input.
  - The higher education agenda for this year.

Chair Kleist acknowledged the tremendous amount of time the Professor Nutter puts into this committee and expressed our appreciation for his dedication.

Professor Nutter said that the faculty at Potomac State are upset and don't feel well represented in the Senate as they have no member here. He distributed a draft copy of "Faculty Memorandum of Understanding" that new faculty members are required to sign. It was submitted to the ACF because the faculty members do not feel they have direct access to the Provost's Office. Associate Provost C. B. Wilson said he will be meeting with administrators and faculty at Potomac State next Friday, at which time he will follow-up on this document.

11. Professor Steve Kite, Chair, Ad-Hoc Faculty Constitution Committee, said that the committee has met two times, with another meeting scheduled for tomorrow. The committee is working on defining the scope of which changes they want to make. They are hoping to produce a document where changes will be annotated with an explanation of why the changes are suggested and to provide annotations on things that were not changed but discussed. Other questions that have come up are:
- Issues of retired faculty. Chair Kleist will ask Sophia Blaydes, retired faculty representative, to have the committee report to and be recertified by the Faculty Senate.
  - Should the tenure of the chair match the tenure of the senate? There's a one-month stagger. It was decided that the new senate year will begin July 1.
12. Trisha Gyurke, Director of Employment Services and Chair of the Background Check Work Group, reported that:

- Currently, the University does background checks on newly hired classified employees for safety sensitive positions. Current employees have a background check if they transfer to another position considered safety sensitive.
  - The University needs to move forward and develop a consistent policy through the BOG that would allow background checks.
  - The group was comprised of campus police, general council, human resources, extension, faculty senate, and administration.
  - Eventually background checks will be done on all employees, excluding student positions or volunteers. Extension may require a different process for their volunteers.
  - The group would like to operationalize this program by April and become effective July 1, 2009.
  - The group met with American Background Vending Group to see the kinds of technology they use. Campus Police do their own specialized background checks.
  - The cost of a background check is usually around \$50. This includes a criminal history check, (9) terrorist databases, a social security check, and a driver history check.
  - They can do an educational check to verify degrees.
  - A committee has been developed to review cases where the background check has come back with unusual results. Committee members are Gyurke, Bob Roberts, and WVU's general council.
  - Before the document goes to the BOG, there will be a comment period open.
13. Chair Kleist and Professor Clark met with Curt Peterson, VP for Research and Development, and learned that two representatives on their board had to be replaced. Chair Kleist appointed Professors Larry Hornak and Earl Scime. The Committee on Committees, Membership and Constituencies will fill these positions in the future.
14. The meeting adjourned at 4:30 p.m. to reconvene on November 17, 2008.

Mary Strife  
Faculty Secretary