Minutes
Faculty Senate Executive Committee
November 15, 2004

1. Chair, Larry Hornak, called the meeting to order at 3:00 p.m. in Rooms 125 A&B, NRCCE.

Members present:
Biddington, R.  Jacknowitz, A.  Strife, M.
Brown, J.  Larrabee, J.  Torsney, C.
Clark, N.  Lastinger, M.  Wilkinson, C.
Hornak, L.  McDiarmid, M.  Wilson, C.B.

Members absent:
Elmore, S.  Dean, R.  Lang, G.
Hardesty, D.  McCutcheon, T.  Nutter, R.

Guest:
Gensler, R. Daily Athenaeum

2. Associate Provost C.B. Wilson gave a report from the President’s Office. He said data for salary increases for the general University will be reviewed, and discussions will take place with deans and chairs about differentiating among the ratings. Also, “satisfactory” will be better defined. The Associate Provost said there is nothing in the guidelines that states the amount of teaching but the “quality” of teaching is reviewed.

3. Associate Provost Cheryl Torsney said the Higher Learning Commission is requesting that an interim assessment report be submitted by April, 2007. She handed out copies of the, “Assessment Report” and said the Assessment Council intends to do the following:

- collect accreditation reports from independently-accredited programs
- ensure quality in the assessment reports received from individual colleges and departments
- work closely with general education assessment
- organize faculty development sessions about assessment
- provide consulting on assessment for the University and its regional campuses

Associate Provost Torsney said Professor Elizabeth Jones, HR&E, a specialist in assessment and a member of the GEC Assessment Committee, and Chris McCullough, one of her doctorate students, are assisting the Assessment Council. She said Chris has set up a listserv and is designing a useful assessment website for faculty complete with standard readings and a link for live chat. The Associate Provost recommended the following two texts, Learner-Centered Assessment on College Campuses: Shifting the Focus from Teaching to Learning and Assessment Clear and Simple.

4. It was moved and duly seconded to approve the minutes from the October 25, 2004 meeting.
Motion carried.

5. Chair Hornak said he met with Provost Lang to finalize a list of names for the Strategic Planning and Assessment Committee. He said in the fall he plans to charge a small Ad hoc committee to have discussions with the Graduate Council as well as recommend changes to the Research, Research Grants and Publications Committee.
6. Professor Nigel Clark moved for approval of the following Curriculum Committee Reports:

   Annex I, New Courses and Course Changes. A revised course description is needed for PET 781. Motion carried.
   Annex II, Africana Studies Minor. Motion carried.
   Annex III, The Alteration Report, was presented for information.

7. It was moved and duly seconded that Annex IV, Liberal Studies Report, be approved. Motion carried.

8. Professor Richard Bajura led a discussion concerning the need to have a representative fill the role as liaison to the Faculty Senate Executive Committee and the Faculty Senate from the Academic Integrity Committee; he distributed the, “Presentation on Academic Misconduct.” It was moved and duly seconded that Professor Marjorie McDiarmid, College of Law, serve as the liaison. Motion carried.

9. Chair Hornak recommended the following list of names for the WVU Promotion and Tenure Advisory Panel: Samuel Ameri, Sandra Elmore, Elizabeth Fones-Wolf, Steven Kite, Marjorie McDiarmid, and Lauralee Sherwood. It was moved and duly seconded to accept the list of faculty senators to serve as the 2004-2005 P&T Panel. Motion carried.

10. Professor Wilkinson said two workshops have been held with WVU college/school records-officers who will be responsible to make sure the GEC requirements have been fulfilled when the time comes. He said another workshop will be held on Thursday, November 18th at the HSC, and faculty advisor workshops will be held in various colleges/schools. Professor Wilkinson suggested having a subcommittee consisting of the Senate Curriculum Committee (SCC) members and LSP members to ensure courses are not duplicated. It was decided that Professors Nigel Clark, Michael Mays, Paul Brown, and Michael Lastinger will meet with Professor Wilkinson to discuss implementing a subcommittee to discuss a more feasible form that will fit curriculum issues for both the SCC and the LSP committees.

11. Professor Lastinger distributed the “Final Report for the Ad hoc Committee on University Strategic Planning and Assessment.” He thanked the Committee members for their dedicated work and Professor Jacknowitz thanked Professor Lastinger for his leadership to the Committee. The final report will be submitted to the Faculty Senate at the December 13th meeting.

12. Professor Clark said the University’s FEAP’s (faculty equivalent academic professionals) are without representation, and they fall between faculty and staff. He said a “career ladder” should be put in place for them, and he recommended it come from the Faculty Senate. Associate Provost C.B. Wilson said he is working on an implementation plan, and he encouraged the committee to e-mail or call if they had additional suggestions.

13. Provost Lang invited committee members to the Blaney House; Chair Hornak will set up the reservations.

14. The meeting adjourned at 5:00 p.m. to reconvene on Monday, December 20, 2004.

Mary Strife
Faculty Secretary