1. Professor Christopher Wilkinson, Faculty Senate Chair, called the meeting to order at 3:15 PM in Assembly Room A, NRCCE.

Members Present:

Ameri, S.  
Atkins, C.  
Behling, R.  
Bendena, M.  
Blackwood, A.  
Brady, L.  
Brooks, R.  
Brown, James  
Brown, Jo  
Buchanan, T.  
Campbell, K.  
Clark, N.  
Cohen, S.  
Culberson, J.  
Elmore, S.  
Famouri, P.  
Fones-Wolf, E.  
France, K.  
Garbutt, K.  
Gladwin, M.  
Gross, S.  
Hanson, R.  
Harris, B.  
Hill, R.  
Hornak, L.  
Howell, R.  
Hurst, M.  
Johnson, D.  
Kaiser, B.  
Krummel, D.  
Kuhlman, J.  
Kuhlmeyer, J.  
Larrabee, J.  
Lastinger, M.  
Lively, M.  
Long, K.  
Loudin, B.  
McCutcheon, T.  
Meit, S.  
Napoli, M.  
Napolitano, M.  
Nelson, C.  
Nutter, R.  
Outterson, K.  
Perry, J.  
Panaccione, D.  
Peri, J.  
Rafter, W.  
Riley, W.  
Rosen, K.  
Ruscello, D.  
Sexstone, A.  
Stolzenberg, A.  
Urbanski, J.  
Ward, H.  
Wilcox, G.  
Wilkinson, C.  
Williams, J.  
Winston D.

Members Absent:

Almond, C.  
Alway, S.  
Bagby, M.  
Beichler, J.  
Bowen, R.  
Branch, D.  
Brister, C.  
Brown, G.  
Brown, P.  
Bryan, W.  
Burton, J.  
Clark, K.  
Freeman, B.  
Graf, D.  
Helmondollar, R.  
Hornsby, G.  
Janson, D.  
Jones, R.  
Kolar, M.  
Lazzell, R.  
Lewis, R.  
Loyd, B.  
McFadden, D.  
McGinley, P.  
McGrath, J.  
McNatt, S.  
Milhoan, P.  
Morgan, D.  
Morris, T.  
Mulkeen, P.  
Ogershok, P.  
Pearson, T.  
Pyle, E.  
Rezaei, A.  
Riley, C.  
Rosen, C.  
Scea, P.  
Selin, S.  
Sherwood, L.  
Stack, S.  
Stamatakis, M.  
Stark, L.  
Townsend, C.  
Ulrich, I.

2. President Hardesty said the Chancellor’s official tabulation of all Legislation tasks has been distributed. If additional copies are needed, contact the President’s office. The President discussed the following issues:

- Senate Bill 448 (which is the fourth governance change since the President assumed the position as WVU president in 1995) represents the Community and Technical College Council.
- Two board members have been added to the BOG, which include the chairman of the Board of Advisors at the Institute of Technology and the chairman from WVU-Parkersburg.
- House Bill 101 will give flexibility to WVU, which will help in saving money.
- As bill reforms are worked into the administrative structure, results will be sent out for review.
- The budget was cut 4.5% from last year’s base budget, and there were mandatory cost increases in insurance areas. The cost will increase $8 million dollars plus 7 or 8 for mandated cost increases.
- The BOG approved tuition and fee increases, which will yield approximately $13 million dollars in revenue. This will leave WVU to make up approximately $2 million dollars.
- Within the next few weeks, a statement will be prepared concerning pay raises; it is important to maintain competitiveness, and faculty need to be hired for growing programs.
- Three hundred and thirty six million dollars was given as endowment money; WVU will only get proceeds of it and it is restricted, which means it is designated for certain areas.
WVU will receive $55 million dollars for capital construction over the next several years.
WVU will continue to renovate and build where necessary.
Provost Lang will lead a search to find the best possible candidate to serve as president of WVU Institute of Technology. A strategic planning committee will be put in place as soon as possible.

3. It was moved and duly seconded to approve the March 8, 2004, minutes. Motion carried.

4. Anita Mayer, Director of Undergraduate Advising Center, said the center currently provides assistance to approximately 6,000 to 8,000 students each semester. She discussed various new programs that will be implemented, including the General Education Curriculum. Ms. Mayer said workshops will be held for freshman to help them use the on-line course catalog, and students can e-mail their advisors when they have questions. Two workshops will be piloted to help prepare students for the GRE and to get information about financing graduate school. Ms. Mayer will keep the Faculty Senate posted concerning these issues and updated issues.

5. Chair Wilkinson reported on the following issues:

- A BOG meeting was held Friday, April 2, 2004, to approve tuition and fee increases for in-state and out-of-state graduate and undergraduate students.
- On Thursday, April 1, 2004, the BOG considered long range planning issues – one question raised was what would WVU look like in 2010? A combined total of both graduate and professional students from Morgantown and Potomac State may equal 29,700 students.
- The Morgantown campus can make better use of space for larger enrollments if the classrooms are fully used from 8:00 a.m. to 5:00 p.m. Monday-Friday and fully used classrooms from 5:00 p.m. to 9:00 p.m. Currently, the student faculty ratio is 21 students to 1 full-time faculty. The current model is to have an on-campus undergraduate enrollment in 2010 of 20,400 undergraduate students. Currently, the count is 17,317. Provost Lang will report on this issue at the May 10th Senate meeting.

6. Professor Garbutt moved for approval of the following Curriculum Committee reports:

- Annex I, New Courses and Course Changes. On Page 1, replace course number 368 with 470. Motion carried.
- Annex II, Proposal for Modification of Curriculum Committee Procedure Concerning Course Drops. Motion carried.
- Annex III, Minor in Food Science and Technology. On Page 2, of footnote, replace course number 407 with 308. Motion carried.
- Annex IV, The Alteration Report was submitted for information.

7. Professor Janis Peri moved for approval of the LSP report. Motion carried.

8. The Senate Executive Committee recommends approval of Annex VI, the New Suspension Policy. It was duly seconded. Motion carried.
9. The Senate Executive Committee recommends approval of **Annex VII, Days of Special Concern.** Chair Wilkinson said language approval is needed for the Faculty Handbook, but faculty are free to use whatever language they choose for their syllabi.

The Chair asked if the following recommended changes could be revised and sent to senators through e-mail communication.

1. Under “Suggested Language for Syllabi” change, “third class meeting” to “second week.”
2. Replace, “religious observances” with “Days of Special Concern” throughout the document. This recommendation included a hand count of 24 in favor and 22 against the change.
3. Include a definition for “Days of Special Concern.”
4. Paragraph two, under “New Language” remove the second sentence.

Professor Nigel Clark suggested the committee responsible for the document edit the changes. It was moved and duly seconded that the revisions be made and the document be circulated for information through e-mail. **Motion carried.**

10. **Annex VIII** is submitted for information of new faculty senators. The Institute of Technology is currently developing a slate of candidates and determining how many senators it should have. This will be resolved by the May meeting.

11. Chair Wilkinson asked for nominations for the position of Faculty Senate Chair-elect. Professor Hornak nominated Michael Lastinger, Eberly College of Arts & Sciences. The Chair said additional nominations for chair-elect would be taken at the May 10th Faculty Senate meeting prior to a vote.

12. Chair Wilkinson said at the November 10, 2003, meeting, the Faculty Senate elected the senate chair as representative to the state advisory council of faculty for the current academic year. Professor Nigel Clark presented the motion that was acted upon. At that time, it was agreed that the Senate would revisit the issue; this is the month that the ACF representative should be determined. The term is to be for 2 years according to state code. The chair asked for a motion that at the conclusion of the term of the current senate chair on June 12, 2004, the incoming chair (now chair-elect) would assume the office of ACF representative; therefore, the current chair would resign as ACF representative.

Professor Clark noted that the appointment of Chris Wilkinson as ACF representative will end in the present academic year, he moved first that the ACF representative for WVU-Morgantown will be the chair of the Faculty Senate and second, he moved that the position of ACF alternative representative is formally established, and that the alternate representative will be the immediate past chair of the Faculty Senate, effective June 14, 2004.

It was moved and duly seconded to approve both motions. **Motions carried.**

He said it was the intent of his motion to address both the 2004-2005 year, and years beyond. In 2004-2005, this motion would cause Larry Hornak to be ACF representative with Chris Wilkinson
as alternate. In discussion, the Faculty Senate may wish to address whether there should be an automatic succession to the chair-elect if the immediate past chair is generally unavailable as the alternate representative.

13. Chair Wilkinson moved for approval of revised wording to objective two of the GEC proposal. It was duly seconded. Motion carried.

14. Chair Wilkinson said the Faculty Senate Executive Committee recommends approval of a task force consisting of faculty, relevant administrators, and a student representative to implement the GEC in the fall semester, 2005. It was proposed that Chair Wilkinson chair the task force. Professor Cohen became temporary chair of the meeting and recognized Chair Wilkinson so he could discuss the task force’s charge. Chair Wilkinson said there were 8 elements to the charge and they include: overseeing the alignment of LSP courses with GEC objectives (catalog will go to press in September), develop strategies to encourage the formation of development of new courses and current courses, develop web site and other information resources to ease transition for faculty advisors and students, draft a new charge for Senate’s consideration for work of general education oversight committee (which will be the successor to the LSP committee), establish student learning outcomes assessment protocols, administer an internal grant program to support course development, and/or modify and consider other alternative promotion of GEC faculty development workshops.

Chair Wilkinson said the following members have agreed to serve on the Task Force: Cheng Khoo, Office of Admissions & Records, (assisted by Steve Taylor), Anita Mayer, Director of Undergraduate Advising Center, an assistant dean, a faculty member from Human Resources and Education, Steve Seline, Professor, Davis College, Jonathan Cumming, Chair of Biology, a member of the Student Government, Professor John Kuhlman, Mechanical and Aerospace Engineering, and the current chair-elect of the LSP Committee.

It was moved and duly seconded to approve the new Task Force with Professor Chris Wilkinson to serve as Chair. Motion carried.

15. Associate Provost Cheryl Torsney and Professor Nick Evans, HLC Self-Study Coordinator, were involved in the Self-Study Report for the Higher Learning Commission of the North Central Association. Associate Provost Torsney said twelve consultants will be on campus to visit colleagues and students, and she encouraged senators to read the Self-Study Report. Chair Wilkinson encouraged senators to attend the April 19th meeting that will be held with the Commission in the Mountain lair at 4:00 p.m. Pens were distributed to promote the HLC, and CD’s of the study are available.

16. Professor Kuhlman asked if WVU had plans to match the University spring break with the public school spring break. Chair Wilkinson said the break is put on the calendar after the 10th week of classes; the Chair will investigate the minutes and bring the issue to a future meeting.

17. The meeting adjourned at 5:00 p.m. to reconvene Monday, May 10, 2004.

Barbara Dunn
Faculty Senate Office