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

**Members present:**

- Biddington, R.
- Hornak, L.
- McDiarmid, M.
- Brown, J.
- Jacknowitz, A.
- Nutter, R.
- Clark, N.
- Lang, G.
- Strife, M.
- Dean, R.
- Larrabee, J.
- Torsney, C.
- Elmore, S.
- Lastinger, M.
- Wilkinson, C.
- Hardesty, D.
- McCutcheon, T.
- Wilson, C.B.

**Guest:**

- Gensler, R. Daily Athenaeum

2. Chair Hornak distributed the committee’s charge as well as a list of the committee members, and introductions were made.

3. President Hardesty reported on the following issues:

   - Enrollment is expected to be approximately 25,000 this year -- exceeding last year’s enrollment of 24,250.
   - According to enrollment information, WVU is either the first or second choice for incoming students.
   - This year’s freshmen class has the strongest credentials of any freshmen class in history. One of the reasons is because of the “Promise” scholarship requirements; plus students are selected from a better qualified pool of applicants.
   - Since WVU is in a period of growth, efforts will be made to provide a pay raise for faculty and staff. WVU needs to retain the employees we have.
   - Schools in the *US News & World Report* survey are separated into four tiers: a top tier of national universities, both public and private (65% of those are public schools); a second tier of liberal arts colleges, universities-masters; and tiers three and four are comprehensive colleges-bachelors.
   - The Foundation set another record for University transfers; additional gifts were given after the capital campaign closed.
   - WVU is a high quality institution where students receive a high-quality degree.

4. It was moved and duly seconded to approve the minutes from the May 24, 2004, meeting. Professor Wilkinson asked that a list of administrators and months at which they would speak be attached to the minutes. **Motion carried.**

5. Chair Hornak listed the following 3 issues that he believes are critical to the Institution and the faculty:

   1) Implementation of a true comprehensive academic strategic planning and assessment process; ongoing from year to year through which goals reset and our success in meeting them is measured.
2) Organize the Faculty Senate for practice engagement with University activities. Chair Hornak stated this will occur naturally if Item 1 above is successfully implemented.

3) Successfully implement the General Education Curriculum.

6. Chair Hornak discussed the background and rationale for Annex I, “Request for Action: Formation of the Ad hoc Committee on University Strategic Planning and Assessment.” The Chair said he and Professor Wilkinson have attended constructive meetings with the President and the Provost concerning moving beyond the originally conceived financially-based Board Of Governors process to implementation of a full strategic planning and assessment process involving all stakeholders. The Chair recommended forming an Ad hoc committee to report findings back to the Senate Executive Committee after review of peer university sites on the topic and provide input on how the planning process might be organized for maximum benefit. Chair Hornak moved that the Senate Executive Committee form an Ad hoc committee to make recommendations regarding content of the strategic planning and the assessment process and report findings back to the SEC. It was duly seconded. Discussion followed and recommendations for changes to the charge of the Ad hoc Committee were made. On Page 2 of Annex I, the following words (in bold) were added to the sentence in the second bullet, “Outline specific recommendations regarding ‘content areas and’ implementation of a comprehensive strategic planning and assessment process at WVU, including committee structure and constituency representation, time line, methodologies for assessment and institutionalization of the process for continuous advancement of the University’s mission.” The following text was added to the charge by Professor McDiarmid, "The Function of this Ad hoc committee is to inform the Senate and Campus Community as to the current state of the art with respect to strategic planning. This committee is not itself a strategic planning entity." The question was called. Motion carried.

7. Professor Wilkinson said the GEC Implementation Task force has held meetings since the approval of the GEC and everything is on schedule. He said a task force subgroup, chaired by Elizabeth Jones, HR&E, has met 3 times to address the complexities of assessing courses in multiple disciplines. A second subgroup, chaired by Keith Garbutt, A&S, will meet in September to prepare the mini-grant program for course development and modification. Professor Wilkinson said a third subgroup may be implemented that would establish a climate of assessment.

Professor Wilkinson said workshops will be held for faculty regarding the GEC.

8. Chair Hornak distributed the following informational items: a draft of the West Virginia Higher Education Concerns-- Accountability, Access, Retention, and Equity; a brochure of the 2004 Legislative Agenda for the Advisory Council of Faculty to West Virginia Higher Education Policy Commission; and an article from the New York Times stating that West Virginia is among other states that have made education cuts.

9. The meeting adjourned at 4:55 p.m.

Mary Strife
Faculty Secretary