Minutes  
Faculty Senate Executive Committee  
September 27, 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.
- Hardesty, D.
- McCutcheon, T.
- Brown, J.
- Hornak, L.
- McDiarmid, M.
- Clark, N.
- Jacknowitz, J.
- Nutter, R.
- Dean, R.
- Larrabee, J.
- Strife, M.
- Elmore, S.
- Lastinger, M.
- Wilkinson, C.

**Members absent:**
- Lang, G.
- Torsney, C.
- Wilson, C.B.

**Guest:**
- Gensler, R. Daily Athenaeum

2. President Hardesty said he attended a meeting in Charleston sponsored by the Chancellor for presidents and boards concerning budget practices, and House member Doyle spoke. The President said there are still too many demands on the spending side; although revenues are increasing and there is hope that revenues at the state level will come in ahead of budget to create some surplus. The President said since “coal” is back in West Virginia, and the rest of the US, mining may be justified. He said discussions concerning coal are taking place in southern West Virginia. The President will give his State of the Campus Address on Monday, October 11, 2004 in Assembly Rooms A&B, NRCCE.

3. It was moved and duly seconded to approve the minutes from the August 23, 2004, meeting. **Motion carried.**

4. Chair Hornak reported on the following issues:

- Met with the Provost on Friday, September 24th, to discuss committee structure of the planning and assessment process. A steering committee will be comprised of chairs and co-chairs of related subcommittees and will be responsible for shaping and moving the process. Subcommittees will reflect the areas of the University mission and organization that currently exist. Participation to help with the strategic planning & assessment is needed; if members are interested in volunteering, they should contact the chair.

- The ACF met on September 16th in Charleston to provide a summary of previous meetings. The Chair said the ACF wanted endorsement of the following document, “The West Virginia Higher Education Concerns: Accountability, Access, Retention, Equity, and Assurance of Quality.” Professor Clark recommended including the word, “additional” in the second bullet, so it would read: Provide “additional” Legislative Funding for Annual Experience Incremental Pay for Faculty, WV Code 5-5-1. The Chair said if members had additional changes, to notify him. The Committee will continue to discuss this item at next month’s meeting.

- The Faculty Handbook Committee needs to be put in place. Professor Nutter will choose faculty for this Committee.
• Professor Ruscello, Chair, Faculty Welfare Committee, has agreed to oversee the new carding process that will be put in place for faculty.
• The Mountaineer Advisory Council needs two faculty members to serve.

5. Professor Clark, Chair, Curriculum Committee, moved that Annex I, New Course and Course Change report be approved. Professor Wilkinson asked that the Chair contact the department concerning IENG 554. It was moved and duly seconded to pass the report with the provision that Professor Clark will contact the department. **Motion carried.** The Administrative Report, Annex II, was submitted for information.

6. Chair Hornak met with John Weete to discuss a faculty representative vacancy for the Research Corporation Board; the Chair distributed a resume by Dr. Mridul Gautam. The Committee reviewed the resume, and it was moved and duly seconded to appoint Dr. Gautam as the new Research Corporation representative. **Motion carried.**

7. Professor Wilkinson gave an update concerning the GEC. He said the Committee should have an up-to-date course list this week, and the new tables will be linked to the Faculty Senate Home-page. Professor Wilkinson said the intention is to work toward a complete transition of entering classes 2009 - 2013 as well as upper class students that want to make the transition. Professor Wilkinson is working together with Associate Provost Cheryl Torsney, Academic Affairs, and Mary Beth Mandich, Medicine, to offer staff development workshops. He said a catalog will be drafted by mid-October and then a schedule of courses for the newspaper will be prepared for the January cut-off for fall registration. Chair Hornak and Professor Wilkinson will work with the LSP Committee concerning the transition of courses.

8. Professor Wilkinson gave an update concerning the subgroups. He said progress is being made under Chair Professor Elizabeth Jones, HR&E, and an array of options have been identified including the use of commercially developed standardized testing for some areas. He said 4 approaches have been discussed; all students will not be asked to respond to all measures, and various courses will also be sampled. By December, comprehensive proposals will be submitted to the Faculty Senate.

9. Professor Mike Lastinger gave an update concerning the strategic planning committee. He said 2 meetings have been held, and he distributed the following web address: [www.as.wvu.edu/mlastinger/cusp/](http://www.as.wvu.edu/mlastinger/cusp/). He said worksheets will be used to identify 5 or 6 Universities whose institutional plans might be applicable, and committee discussions will include the following: where the University will be 5 or 10 years, scope, timeframe, revising mission statement, strategies, benchmarks, and overall plan. Professor Lastinger said the next meeting will be held October 20, 2004.

10. Professor Wilkinson said he attended a Graduate Council meeting as an ex-officio member and discovered that the position held a non-voting status. He said Professor Robert Stitzel, Director, said it was written in the by-laws that the position was non-voting. Chair Hornak will send a formal e-mail to clarify the status of the faculty representation.

11. The meeting adjourned at 4:30 p.m. to reconvene on Monday, October 25, 2004.

Mary Strife
Faculty Secretary