

## FACULTY SENATE

There will be a meeting of the Faculty Senate on Tuesday, September 23, 1969, at 4:00 p.m. in New Austin, Room 132.

### AGENDA

1. Call to Order
2. Approval of the Minutes
3. Special Order of the Day
4. Unfinished Business
5. Reports of Committees
  - A. Class Attendance Committee Report (See Attached)
  - B. University Library Report 1968-69 (See Attached)
6. New Business
  - A. Election of Due Process Committee
  - B. Appointments to University Board (See Attached)
  - C. Discussion and Preliminary Report On Internal Research Grants And Awards



## Report of Special Committee on Class Attendance

The Faculty Senate requested the committee to study class attendance policies at East Carolina University. In particular the committee was to consider the feasibility of initiating the unlimited cut system and the possibility of eliminating double cuts before holidays.

The principle part of the committee's investigation was a statistical survey of the policies of other institutions in the country. The results of the survey taken with the help of the Office of Institutional Research place East Carolina University among the more liberal schools as regards this question. In addition to this survey, members of the committee obtained opinions from several other faculty members. In an effort to obtain a student voice on the matter, the committee chairman asked that a member of the student body be appointed to the committee. The student member, appointed by the President of the student body, failed to attend any of the meetings. The committee also had access to a study made by the Office of Institutional Research under the direction of Dr. John B. Davis. The predictable result of the study conducted on campus was the conclusion that: "A high negative correlation exists between absences and performance in freshman math."

After much discussion, the committee makes the following recommendations:

1. Unlimited cuts: Do not extend the unlimited cut system to lowerclassmen.
2. Attendance before and after holidays:
  - (a) Upperclassmen - Provide no penalty for cuts before and after holidays.
  - (b) Lowerclassmen - Provide penalty of double cuts before and after holidays.

Submitted by:

K. Joseph Davis



UNIVERSITY LIBRARY COMMITTEE

Year-End Report 1968-69

Part I

In fulfilling its function as an advisory committee on matters relating to the services and facilities for the Library, the University Library Committee made the following recommendations:

I. Matters relating to Services

- A. The present system of book circulation is not satisfactory because it has resulted in book theft, unauthorized borrowing, slow and inefficient service at the circulation desk, and other such problems. The committee recommended that controls be installed in the stacks and at the library doors and that services at the circulation desk be improved as rapidly as additional help can be hired and trained. (Minutes of September 25)

Note: This problem was carried over from 1967-68 and is chronic at the circulation desk. References in the minutes of November 17 and December 12 indicate its severity. The Circulation Librarian made a full report to the committee in December and cited several reasons for the inability of staff to locate books. Full details on that meeting are available in the minutes of that meeting. Minutes of February 27 record the committee's recognition that confusion at the circulation desk is a matter of "continuing concern."

Action taken: There is not enough improvement to consider the issue resolved.

- B. The committee tabled until this year a question of continuing the publication of the Library Book List. The committee recommended that the book list be continued and that the copyright date of each entry be added. (Minutes of September 25)

Action taken: The book list is published regularly and copyright dates are included in each entry.

- C. The present dictionary card catalog is being reorganized into three divisions: subject, title, and author. The committee conducted an informal survey which indicated that faculty members favor the division. The committee recommended that the catalog be divided. (Minutes of October 17, November 21)

Action taken: The catalog is now in three divisions.

- D. Acting upon a complaint that the Library has no books on the Negro, the committee obtained a list from Negro students, searched the titles, and found that the library has 43 of the 63 titles recommended. The committee recommended that the remaining titles be ordered, and



further that the library continue to build its collection of works by and about the Negro. (Minutes of November 21, December 12)

Action taken: The library has acquired the additional titles and is systematically building its collection.

- E. Faculty members have presented questions about the use of interlibrary loan and xeroxing of materials not in the collection at ECU. The committee recommended that charges be made consistent, that service in both areas be improved immediately, and that departments be billed for xeroxing.

Action taken: None to date

- F. The committee has been advised that the Student Government has requested that the Library remain open until 11:00 p.m. A study is being made of the feasibility of closing earlier on Fridays and of staying open longer on Sundays. (Minutes of February 27)

Action taken: None to date

- G. The bibliographic detail required on order cards by the Library is still a burden to Library representatives. Library staff members held two sessions for students and faculty who worked with departmental book orders. Participation was poor and errors on order cards are still numerous. The committee recommended that the Library hire personnel to handle the bulk of bibliographic detail now falling to the departments. (Minutes of October 17 and November 21)

Action taken: None to date

## II. Matters relating to Facilities

- A. Problems relating to facilities reported during 1966-67 were acted upon and reported to the committee as follows:

1. A proposal for using the campus computer for circulation and ordering is under consideration. (Minutes of October 17)
2. While government documents have been provided additional shelving space, many have not been moved. (Minutes of October 17)
3. Most microform listings are now in a separate microform index. (Minutes of October 17)

- B. A new purchase from Information Dynamics which will reproduce Library of Congress cards for books from 1963 to the present makes these books ready for use sooner. The library receives a weekly issue of microfiche. (Minutes of October 17)

- C. The status of a faculty reading room is erratic. Although space is provided, that space doubles as storage and is therefore neither conducive to frequent use nor totally available. The committee recommended that a faculty reading room be established and preserved intact for the exclusive use of faculty. (Minutes of September 25)



## Part II

In fulfilling its function as a committee that recommends policies governing the development of collections of books, periodicals, and other instructional materials, the committee makes the following observations:

- I. Recommendations made by the committee in the 1967-68 session have been followed with the result that there are now: systematic replacements of worn and lost books, multiple copy orders, automatic acquisition of university press publications, and systematic building of the periodicals collection. Shortage of staff and money is a persistent problem, which the committee readily acknowledges.

### However:

- II. There is still an urgent need to set up some systematic method of purchasing out-of-print books. Until this is done, holdings in certain disciplines will not be improved. The committee recommended (for the second year in a row) that a full-time person be hired to handle out-of-print orders for the library.

Action taken: Some OP's are now ordered regularly by the Director of Technical Services.

- III. The library holdings have not been evaluated. It is the opinion of the library committee that further development in many areas will be seriously hampered unless a professional consultant is hired to evaluate the present collection and to make recommendations about further development. The committee recommended (for the second year in a row) that a consultant be hired to evaluate the present collection and that his evaluation be made available to all persons involved in the process of acquiring books for the library.

Action taken: None to date

## Part III

In fulfilling its responsibility for apportioning the budget, the committee has considered the following items of business:

- I. In December, the departmental budgets were curtailed without the knowledge of the various schools and departments. The librarian, at the request of the committee, issued the following clarification:

"...the general accounts for the purchase of books had been over-encumbered in the amount of \$90,000; that this situation had come about because (1) many volumes ordered under 1967-68 allocations were not received until after July 1, 1968, and so were charged against 1968-69 budgets; (2) certain items, such as the NATIONAL UNION CATALOGUE (ordered in 1967 before departmental allocations had been made), were not received until September, 1968; and (3) a grant from the Federal Government was not renewed; and that, as a result, books for which orders were placed after December 1, 1968, have been cancelled, and only books needed for immediate instructional use can now be ordered." (Minutes of January 30)



II. The Library Budget sub-committee examined the reports for the month ending January 31, 1969. Data furnished the committee by the librarian reflected charges against the departmental budgets as follows:

Art	1,767.75	Home Ec.	2,249.56
Biology	1,449.25 (over)*	Ind. & Tech. Ed.	849.99
Business	2,419.32	Library Science	4,144.18
Chemistry	1,345.21 (over)*	Mathematics	2,962.22
Drama	9.07 (over)*	Music	2,039.85
Education	1,116.15	Nursing	1,593.65
English	4,589.81	Physics	872.22
Romance Lang.	647.27	Philosophy	3,591.38
German	1,720.24	Political Science	2,864.97
Geography	3,771.01	Psychology	1,192.72
Geology	1,201.66	Science Education	991.11
Health & P.E.	520.62	Sociology	1,400.07
History	4,619.54	Allied Health	906.11

\*Biology, Chemistry, and Drama received more than their allotted budgets, not less.

III. At the suggestion of the committee, both the librarian and the sub-committee sent letters of clarification about the status of the budget and about the prospects for the academic year 1969-70. The amounts listed in item II will be added to allocations for 1969-70. In no case is the allocation expected to fall below the figure for 1968-69.

IV. The committee and the librarian agree that a new system of accounting is needed to prevent the repetition of such a situation. The committee has recommended that a monthly statement of encumbrances be sent to each school and department and that the librarian prepare and circulate a financial statement at the end of each fiscal year. The report should reflect all outstanding orders and indicate the source from which they will be paid upon delivery.

Action taken: The librarian is providing such statements.

V. Allocations cannot be made for 1969-70 until the General Assembly approves the budget. The committee has informed the various school and department chairmen that allocations will be made as soon as possible after that time.

#### Part V

The committee's responsibility to interpret the problems and policies of the library to the faculty is being served in two ways:

- I. The committee circulated a mid-year newsletter to the chairmen and library representatives in all schools and departments.
- II. The committee circulated the official minutes of the meetings of November 21 and December 12 to the chairmen and library representatives of all schools and departments.



Part VI

Note: The committee recommends that the annual reports of all academic committees be referred to the faculty senate for review, and that recommendations in each be given wide circulation with the aim of involving faculty directly in the planning and the implementing of policy.

Respectfully submitted on  
May 22, 1969

University Library Committee Members

Miss Janice Hardison, English (Chairman)  
Dr. Philip Adler, History  
Miss Emily Boyce, Library Science  
Dr. Rachel Kilpatrick, English  
Mrs. Sallie Mann, Library Services  
Dr. Helen Ingram, Education  
Dr. Wayne Ayers, Chemistry  
Miss Patricia Martin, Music  
Dr. Thomas Martoccia, Psychology  
Mr. Wendell Smiley, Library Services



Appointments To University Board

1. William H. Durham - Business
2. Charles L. Price - History
3. Frank Saunders - Mathematics
4. Nell A. Stallings - Health & Physical Education



1969-1970 SENATE ROSTER

AEROSPACE

Andrew H. Gibbons

SCHOOL OF ALLIED HEALTH PROFESSIONS

John Ball

SCHOOL OF ART

Tran Gordley

Wesley Crawley

William Holley

BIOLOGY

Vincent Bellis

James McDaniel

SCHOOL OF BUSINESS

Audrey Dempsey

Ruth B. Jones

William H. Durham

Joseph W. Romita

Dorothy Brandon

Martin L. Truax

James Stewart

CHEMISTRY

Grover Everett

Warren A. McAllister

CONTINUING EDUCATION

Garlan Bailey

Charles Bowman

DRAMA AND SPEECH

Albert Peralion

James Rees

James Slaughter

SCHOOL OF EDUCATION

Amos Clark

William Pritchard

Sheldon C. Downes

Garrett Hume

William C. Sanderson

ENGLISH

Vernon Ward

Erwin Hester

Rachel Kilpatrick

Frank Motley

Norman Rosenfeld



GEOGRAPHY

Philip Shea  
Daniel Stillwell

GEOLOGY

Jean Lowry

GERMAN & RUSSIAN

Bramy Resnik

GUIDANCE & COUNSELING

Wilbur Castellow

HEALTH & PHYSICAL EDUCATION

Francis Douglas  
Leon Johnson  
Larry Kendrick

HISTORY

Charles Price  
Fred Ragan  
Henry Ferrell

SCHOOL OF HOME ECONOMICS

Patricia Hurley  
Joe B. Paulk

INDUSTRIAL ARTS

Robert Leith

LIBRARY SCIENCE

Emily S. Boyce

LIBRARY SERVICES

Anne Briley  
Fitzhugh Dade

MATHEMATICS

John B. Davis  
Virginia McGrath  
Robert M. Woodside

SCHOOL OF MUSIC

Beatrice Chauncey  
Barry Shank  
Paul Aliapoulios  
Charles Stevens

SCHOOL OF NURSING

Judith T. Garrison  
Sylvene Spickerman

PHILOSOPHY

Ray Lanfear  
Quintin Todd



PHYSICS

Carl G. Adler

POLITICAL SCIENCE

Herbert Carlton

Oral E. Parks

PSYCHOLOGY

William Crossnickle

Wayne B. Kinzie

ROMANCE LANGUAGES

Grace M. Ellenberg

Frederick C. Martin

Marguerite Perry

SCIENCE EDUCATION

Moses Sheppard

SOCIOLOGY & ANTHROPOLOGY

Yoon H. Kim