

FACULTY SENATE

Minutes of January 25, 1972

The Faculty Senate met on Tuesday, January 25, 1972, at 3:00 p.m. in Room 102B, Social Science Building. In the absence of the Chairman, the Vice Chairman, Fred Ragan, presided. The meeting was called to order and the roll was checked. The following persons were absent: McDaniel, Hayek, Hudson, Lawler, Kim, Marshall, McGrath.

Mr. Resnik, moved that approval of the minutes be suspended until all senators have had a copy to read. Mr. Woodside seconded and the motion was approved.

SPECIAL ORDER OF THE DAY

There was no special order of the day.

UNFINISHED BUSINESS

There was no unfinished business.

REPORTS OF COMMITTEES

The report of the Continuing Education Committee was presented by William B. Martin, Chairman (see attached).

Mr. Alvin Fahrner, presented the Faculty Welfare Committee report. After a few comments concerning the material attached to the Faculty Senate Agenda, he stated that, "We, the members of the Faculty Welfare Committee, based on our study of the report and recommendations of the optional Retirement Committee of the State Board of Education, recommend to the E.C.U. Faculty Senate that it recommend to the E.C.U. Board of Trustees through President Jenkins that it (the Board of Trustees) authorize TIAA-CREF to provide the optional retirement program for eligible faculty and administrators in accordance with legislation enacted by the 1971 General Assembly."

Mr. Donnalley moved that the recommendation be approved, Mr. Shea seconded. In the discussion it was stated that the only people eligible to elect the Optional Retirement Program are those who are not yet vested in the State Retirement System and incoming faculty. Mr. Fahrner said it is his understanding that if a person who is eligible elects to move to TIAA-CREF that the State would refund only the individual's contribution to the State Retirement System, plus 4% interest, if requested in writing. It was also pointed out that TIAA has no death or disability benefit. Mr. Fahrner stated that upon approval of the recommendation, Mr. Buck will supply each person who is eligible with all the details of the system so that they can make their decision. There was a call for the question. The motion that the recommendation be approved was passed.

Mr. Albert Conley, was present to make a policy statement for the curriculum committee. He presented the guidelines used by the committee (see attached).

NEW BUSINESS

There was no new business.

Mr. Resnik moved the meeting adjourn, Mr. Donnalley seconded.

The meeting adjourned at 3:30 p.m. .

Preliminary Report of the Continuing Education Committee

1971-1972

I. Date: January 21, 1972

To: Chairman, Faculty Senate

From: William B. Martin, Chairman
Continuing Education Committee

II. Membership of Committee

David J. Middleton, Dean of Continuing Education - ex-officio

William B. Martin, Education, Chairman

A. A. Aliapoulios, Music

Vincent J. Bellis, Biology

Charles Garrison, Sociology and Anthropology

Patricia Garton, Nursing

Mary Ellen Penn, Student

III. Meetings of Committee

Dates

Members Absent

September 15, 1971

Bellis (teaching), Penn

October 28, 1971

Aliapoulios, Penn

November 18, 1971

Aliapoulios, Middleton, Penn

IV. Reports to the Faculty Senate during this school year

None

V. Questions discussed by the Committee during the year

1. Limitations on extension teaching by campus faculty.

2. Registration of part-time University College students in day classes.

3. The operation of the Marine Science Center at Manteo.

4. Policies for implementing a proposed Speaker's Bureau.

VI. Policy recommendations made by the Committee

1. The Committee recommended that the Speaker's Bureau be brought to the attention of all faculty for possible inclusion and that students be able to participate in the Bureau.

VII. Responses to the Committee's recommendations by the appropriate agencies.

Plans developed by the Division of Continuing Education for the Speaker's Bureau included both of the recommendations of the Committee.

VIII. Committees evaluation of:

a. Its structure.

Satisfactory. The Committee seems representative of the campus as a whole.

b. Its duties.

The Committee developed a new statement of duties last year. These duties are still considered to be well defined and reasonable.

c. Its function.

The Committee has functioned well this year.

d. Its personnel.

The personnel on the Committee have been regular in attendance with the exception of the student assigned. Those that have been absent were required to be away due to teaching classes or other prior commitments. The Committee would like to add one or two students to its personnel that are representative of continuing education.

GUIDELINES FOR SUBMITTING NEW-COURSE PROPOSALS
TO THE CURRICULUM COMMITTEE

I. Catalogue information

- A. Course title, number and quarter to be offered (state whether number has been cleared with Registrar)
- B. Credit hours
- C. Number of classroom and/or laboratory hours required
- D. Prerequisites
- E. Catalogue description

II. Nature of Course

- A. Text
- B. Objectives
- C. Syllabus
- D. Requirements: i.e., examinations, term papers, review, etc.

III. Justification for Course

- A. Need for course
 - 1. Degree program(s) for which course is designed
 - 2. Special reasons for offering course: i.e., need of a particular Department or requirements for accrediting agency or professional society
 - 3. Number of students per year expected to take course
- B. Staff and facilities
 - 1. Present staff available or additional staff needed to offer course
 - 2. Present physical facilities or additional facilities needed to offer course
 - 3. Present library resources or needed additional resources (a bibliography is not requested)
- C. Miscellaneous
 - 1. Coordination with other Departments or interests if accomplished
 - 2. Special notes on any apparent overlapping or duplication of course presently offered
 - 3. Degree(s), if any, for which this course is required; any changes in hours required for completion of degree caused by addition of this course
 - 4. Particular group(s), if any, that will be permitted to take course
 - 5. If necessary, has this course been approved by the Teacher Education Committee? (Necessary for any new teaching degree program, for any changes in professional education requirements, and for any changes that affect the certification or the number of required hours of any program)
 - 6. Statement of Departmental action