

EAST CAROLINA CODE

Preamble

The Statement on Government of Colleges and Universities issued by the American Association of University Professors, the American Council on Education, and the Association of Governing Boards of Universities and Colleges calls for a mutual understanding which produces an essential joint effort in the governance of universities and colleges. In order to implement the spirit of this statement, we at East Carolina University institute the following code of regulations of university government.

A. Appointment of Administrative Officials

Each administrative official, (exclusive of the Chancellor, the Vice Chancellor and Dean of the University, and their assistants) whose direct concern is with academic matters, will be appointed with the following procedure:

1. The immediately superior administrative official will convene a nominating committee which will be formed in the following way:
 - a. The officer will designate a committee of at least five persons.
 - b. At least three fifths of this committee will be faculty members belonging to the entire constituency of the office to be filled, elected by the majority of the members of that constituency, by secret ballot.
 - c. The remainder of the committee will be chosen from tenured faculty members or administrators in a manner designated by the appointing officer.
2. This nominating committee shall:
 - a. Establish criteria that the new official must meet.
 - b. Solicit and screen applicants for the position.
 - c. Submit to the appointing officer a list of at least two acceptable nominees.
3. The appointing officer may accept one of the committee's nominees or he may reject them. If he should reject them, the committee must produce another list. In the case of appointments at the department and professional school level, no one shall be appointed who is not acceptable to both the appointing officer and to the majority of the tenured faculty of the department or school.

B. Development of Codes

Each unit, (the various professional schools, the Division of Continuing Education, the Division of Library Services, the Counseling Center, and the departments of the College of Arts and Sciences) shall, within one year of the adoption of this code, democratically develop a code of operations. This code must be approved by the majority of tenured faculty members of the unit. The code will provide for the conduct of unit affairs according to Roberts' Rules of Order, Newly Revised. The code shall establish procedures which will allow the faculty to participate in all decisions affecting appointments, reappointments, promotions, the granting of tenure and dismissal. Each code will be submitted to the Faculty Senate and to the Chancellor for review and ratification.

C. Evaluation

1. During the regular session, no later than one year after the adoption of the East Carolina Code, each unit shall complete a self-evaluation of its operations. After advance notice of one week by its administrative official, the voting* faculty shall meet and elect by secret ballot an evaluation committee that shall draft procedures for the evaluation of the department or school activities during the past four years, emphasizing such areas as the undergraduate and graduate programs, research and publication activities of the faculty, faculty morale, student opinion concerning the unit's course offerings and other stated areas determined by the faculty. The administrative official of a department or school will be ineligible to serve on the evaluation committee. The evaluation committee will conduct the evaluation and present its report to the voting faculty. Acceptance of the report will require approval, by secret ballot, of two-thirds of the voting faculty present.
2. Concurrently, the voting faculty will vote by secret ballot on the effectiveness of its administrative officer. The departmental evaluation committees of the College of Arts and Sciences will forward their vote tallies regarding the effectiveness of both the department and its administrative officer to the Dean of the College. The remaining units will forward their reports and tallies to the Provost or the Vice-Chancellor for Health Affairs as appropriate. A negative vote of three-fifth of the voting faculty present will be considered a defacto recommendation for the replacement of the administrative officer. The Dean of Arts and Sciences, Provost, or Chancellor, as appropriate, may elect not to follow this recommendation, in which case, he shall inform the faculty of the unit in writing of the reasons for his decision.

* A voting faculty person is defined for the purpose of this code as an individual with an academic title and not less than half a normal teaching or research program as practiced in his unit. The teaching-research requirement does not apply to heads of units as defined by this code, librarians, or faculty of the Counseling Center. The Division of Health Affairs and the Division of Continuing Education may define voting faculty in their unit codes in accordance with their unique structures subject to approval by the Faculty Senate.

3. Thereafter, the evaluation will be conducted in a similar manner every fourth year.

D. Status of Administrative Officials

1. No administrative official has tenure in his administrative position and no administrative position carries with it a particular academic rank. An administrative official may be removed on the recommendation of the administrative officer immediately superior to him with the concurrence of appropriate administrative officers and final action by the Chancellor.
2. The removal of an administrative officer will not prejudice his position as a teaching member of that faculty.

- E. Provisions of this code are in no way binding or determinative upon the Chancellor and Board of Trustees.

- F. Any provision of this code which conflicts with the Code of operations of the North Carolina University System is null and void or is modified in its force according to limits placed upon it by the Governing Board.

- G. East Carolina University as a constituent of the University of North Carolina is an "Equal Opportunity Employer" committed to the provisions and principles of the Civil Rights Act of 1964 and also of Executive Order 11246 and other federal and state statutes. It is the intent of the University to develop and follow an affirmative action program in the recruitment, selection, training, and promotion of women and minority persons. Specifically, the University will consider all applications for employment based upon education, training, skill, and experience without regard to race, sex, creed, color, age, or national origin. Further, the University will administer all personnel matters on a nondiscriminatory basis pertaining to the promotion, demotion, transfer, lay-off, termination, and salary administration of the University employees.