

FACULTY SENATE

There will be a meeting of the Faculty Senate on Tuesday,
November 13, 1973, at 3:00 P.M. in Room 101, Nursing Building.

AGENDA

1. Call to Order
2. Approval of the Minutes
3. Special Order of the Day
4. Unfinished Business
5. Report of Committees
 - A. Faculty Affairs (See Attachment)
 - B. Career Education (See Attachment)
 - C. Faculty Welfare (See Attachment)
 - D. Faculty Governance Committee (See Attachments)
 - E. University Curriculum Committee (See Page 3 of University Curriculum Committee minutes of October 18, 1973).
 - F. Calendar Committee (See Attachment)
 - G. Committee on Committees
 - a. Nominees for Committee On The General College
6. New Business

A discussion of a proposal that a certain percentage of the proposed faculty salary increase for East Carolina University be allocated as an across the board cost of living increase with the remainder being allocated to faculty members on the basis of merit.

FACULTY AFFAIRS COMMITTEE ATTACHMENT

(Underlining indicates changes in wording from that at present.)

Appendix D

Provisions Regarding Tenure and Academic Due Process, East Carolina University

I. Academic Tenure

A. Academic tenure refers to the conditions and guaranties that apply to a faculty member's professional employment. In according tenure, the purpose is to protect the academic freedom of faculty members, while providing them with a reasonable degree of economic security. It is recognized that tenure policy is a vital aid in attracting and retaining instructional personnel of the high quality which this University seeks for its faculty.

B. A faculty member serving a stated term shall be regarded as having tenure until the end of that term. A faculty member with permanent tenure * shall be regarded as having tenure until retirement, voluntary resignation or removal according to the provisions of Section II of this Appendix. Each faculty member without permanent tenure will be notified by a letter from the Chancellor of his decision to grant permanent tenure or not to grant permanent tenure according to the schedule below:

March 1 of the third year of service for faculty members
holding the rank of professor or associate professor on that date.

March 1 of the fifth year of service for faculty members
holding the rank of assistant professor or instructor on that date.

It is the prerogative of the Chancellor to shorten this probationary period of faculty members at his discretion. Notification of employment or re-employment is not a notice of permanent tenure or non-tenure except as provided for in this section. Each faculty member without permanent tenure shall be notified in writing by the Chancellor whether or not he will be rehired for the following year according to the schedule below:

March 1, the first year

December 15, the second year

September 15, each year thereafter.

In effect, therefore, a faculty member who has been notified by the Chancellor that permanent tenure will not be granted and who has been rehired for the next year according to the above schedule is thereby given notice of eighteen months that his or her services will be terminated. A decision by the Chancellor not to rehire a faculty member during the probationary period would preclude the need for notification that permanent tenure will not be granted. At the same time, it shall not be the practice of the university to re-employ faculty without permanent tenure indefinitely on the basis of annual contracts. Therefore, any instructor or assistant professor who is tendered a seventh annual contract (not necessarily in consecutive order) or associate professor or professor who is tendered (or has been previously tendered) a fifth annual contract

* The term "permanent tenure", as used in this appendix, is identical to the term "tenure as used in the 1973-75 edition of the East Carolina Faculty Manual and all prior editions.

(not necessarily in consecutive order) will ipso facto have been granted permanent tenure with all its rights and privileges just as though the faculty member had been permanently tenured by the ordinary process.

C. The terms and conditions of every faculty appointment shall be in writing. A copy thereof, signed by the Chancellor, shall be delivered to the faculty member and a copy shall be retained by the Chancellor. Full information on the tenure policy of the University and on his own employment status shall be readily available to the faculty member at all times.

D. A faculty member who decides to terminate his employment has the obligation, through appropriate channels, to give written notice of his intention to the Chancellor not later than May 15 or thirty days after receiving notification of the terms of his continued employment for the following year, whichever date occurs later.

II. Suspension and Discharge of Faculty Members

A. No faculty member who is the beneficiary of institutional guarantees of tenure or permanent tenure shall be discharged from employment during the period of such guarantees except in accordance with the following procedures. A faculty member who has tenure or permanent tenure may be suspended or discharged during the term of his tenure only by the Chancellor or by direction of the Board of Trustees, and then only in accordance with the provisions of this code. Adequate cause for suspension or discharge is to be interpreted as (a) incompetence, (b) neglect of duty, or (c) misconduct. (For definition of these terms see Section III.)

B. The Chancellor shall, through administrative channels: (a) give the faculty member written notice of intention to discharge with a copy to the chairman of the department or dean of the college or school or (b) give the faculty member written notice that information concerning the faculty member is being referred to the Due Process Committee (identified in paragraph C, below), for its recommendation with a copy to the chairman of the department or the dean of the college or school concerned. The notice shall include notice of the faculty member's right to request written specification of the reasons for the intended discharge or the substance of the information being referred, shall advise the faculty member of his right to a hearing, and shall call attention to the provisions of this appendix. All correspondence by the university concerning notification of intention to discharge a faculty member and notifications of specifications against a faculty member, shall be conveyed by registered mail only. The time limits referred to below shall commence only after receipt of such correspondence by the addressee. Within ten days after receipt of the notice, the faculty member may request a specification of the reasons for the intended discharge and/or a hearing by written notice to the Chancellor and the chairman of the faculty committee. If no request for either specification of reasons or a hearing is filed within that time, the Chancellor may proceed to discharge, when notice of such intent has been given, or the Due Process Committee may proceed to the making of its recommendation without recourse to any institutional grievance or appellate procedure. If within ten days of receipt of the notice the faculty member makes written request for a specification of reasons, the Chancellor or his delegate shall supply such specification in writing within ten days of receipt of such request; if after the elapse of ten days from the receipt of such specification, the faculty member makes no written request for a hearing, the faculty member may be discharged without recourse to any institutional grievance or appellate procedure.

C. When a hearing is requested according to the provisions of this appendix, it will be referred to the Due Process Committee for prompt action. The Due Process Committee, elected by the Faculty Senate at its first meeting in each academic year, will be composed of five members and five alternates, all of whom must be members of the regular teaching faculty who hold permanent tenure. They shall be elected for two-year terms on a rotating basis. The alternates serve when a regular member (a) is not available because of illness, on leave, off the campus for a protracted length of time; or (b) is the dean of the college or school or chairman of the department in which the faculty member is employed; or (c) is challenged by the accused; or (d) wishes to disqualify himself. The hearing shall be upon written charges or a written summary of information submitted by the Chancellor. The Due Process Committee shall accord the faculty member a period of twenty days from receipt of his written request for a hearing within which to prepare his defense. The Due Process Committee may, upon request in writing from the faculty member, for good cause extend this time by written notice to the faculty member. The hearing shall be closed to the public unless the faculty member and the Due Process Committee shall both concur that the hearing be open. The faculty member shall have the right to counsel; the right to present the testimony of witnesses and other evidences; and the right to examine all documents and demonstrative evidence against him; A written transcript of all proceedings shall be kept; upon request, a copy thereof shall be furnished to the faculty member at the expense of the institution. The Chancellor or his delegate or counsel may participate in the hearing, present evidence and cross-examine witnesses.

D. In reaching its decision in cases in which a hearing is held, the faculty committee shall consider only the evidence presented at the hearing. The recommendations of the Due Process Committee shall be based on a determination that the expressed intention to discharge either is or is not consistent with the existing policies and regulations concerning academic tenure and the grounds for termination of employment of a faculty member. Should the Due Process Committee find that the faculty member is guilty of misconduct, incompetence, or neglect of duty, it shall then decide whether its findings in that respect, considered in the light of the faculty member's general competence and fitness, justify a finding that the faculty member is unfit to continue as a member of the faculty. It shall make its written recommendation accordingly, and shall transmit the recommendation to the faculty member and to the Chancellor within ten days after the conclusion of the hearing. Publication of such recommendation may be authorized only by the Chancellor.

E. If the Chancellor concurs, a recommendation of the Due Process Committee, whether favorable or unfavorable to the faculty member, shall be final unless appealed to the Board of Trustees. The appeal to the Board of Trustees shall be transmitted through the Chancellor and addressed to the Chairman of the Board, and it shall be filed within ten days after the receipt by the faculty member of the decision of the Chancellor. The appeal to the Board of Trustees shall be decided by the full Board. However, the Board may delegate to a standing or ad hoc committee, composed of not less than three members, the duty of conducting a hearing. The Board of Trustees, or its committee, shall consider the appeal on the written transcript of hearing held by the Due Process Committee, but it may, in its discretion, hear such other evidence as it may deem necessary. The decision of the Board of Trustees shall be final; provided, that a written petition for review may be filed by the faculty member with the Board of Governors upon allegation that there has been a violation of one or more specified provisions of the Code of the University of North Carolina; all such petitions to the Board of Governors shall be transmitted through the President and the Board shall accept or reject said petition or take such other action as it deems advisable. If the

Due Process Committee's recommendation is other than for unconditional retention, the Chancellor, in lieu of concurrence, may, with the consent of the faculty member, take any action more favorable to the faculty member than the committee's written recommendations, which action shall be final.

F. In any case brought before the Trustees, the hearing shall be conducted in the same manner as the hearing before the Due Process Committee; the faculty member shall have the same rights; and the decision of the Trustees shall be reached solely upon the evidence adduced at the hearing. The charges or summary of information shall be the same as those before the Due Process Committee, unless modified in favor of the faculty member, with his concurrence, by the Chancellor of the University. If the recommendation of the Due Process Committee is sustained, the case is closed. If it is not sustained, the Trustees shall return the case to the Due Process Committee with objections specified. The Committee shall reconsider the case in the light of the objections of the Trustees, receiving new evidence, if necessary. It will reframe its decision, communicating it to the Chancellor for transmittal to the Trustees. After study of this decision the Trustees shall reach the final judgment in the case.

G. Once he has requested a hearing, the faculty member shall not be discharged without his consent, until final decision is reached (and then only in accordance with such decision), provided that the faculty member may at any time withdraw his request for hearing and consent to the discharge; or he may be discharged upon a finding by the Due Process Committee that, at any stage of the proceedings before the Due Process Committee or the Trustees, the faculty member, after requesting a hearing, has, without adequate cause, failed to appear.

H. The Chancellor shall have authority to suspend a faculty member from employment at any time, incident to providing notice of intention to discharge, and to continue such suspension in effect until final decision concerning discharge has been reached by the procedures prescribed herein, in those instances where in the judgment of the Chancellor the charges against the faculty member are of such a nature that, if assumed to be true, they demonstrate incompetence, neglect of duty or misconduct of a character clearly indicating that the faculty member is unfit to continue in the performance of his employment. Suspension shall always be with full pay.

III. Definitions

A. Incompetence - Assuming that a faculty member is competent when granted tenure, incompetence will mean gross ignorance of information in his field and specialty which may come about through his having forgotten this information or not having kept abreast of scholarship. Such a charge is to be adjudicated by a committee of three authorities in the accused's field outside the institution in the following manner: one member chosen by the Due Process Committee, two members chosen by the accused.

B. Neglect of Duty - Neglect of duty will mean: (a) failure to teach relevant material and/or (b) flagrant or persistent refusal to obey University regulations and/or (c) failure to perform any duties specified in the written notice of appointment.

final

C. Misconduct - Misconduct will mean/conviction for transgression of criminal statutes of such a nature as to indicate the faculty member is unfit to continue as a member of the faculty.

CAREER EDUCATION COMMITTEE ATTACHMENT

During the October 23, 1973 meeting of the Career Education Committee the following motions were made and carried:

To request all schools and departments to furnish a career profile to be placed in the career information center which gives information on job and career opportunities and designates a contact person for students with the department. This information should be sent to Dr. Tom Johnson, Chairman, Career Education Committee.

To request the Faculty Senate to support the Career Education Committee in seeking to establish a career information center with a director and secretarial help.

FACULTY WELFARE COMMITTEE ATTACHMENT

"It is moved that the Faculty Senate set up an ad hoc committee to study the entire parking and traffic situation on campus and to make recommendations to the Faculty Senate regarding all possible alternatives for the solution of the same. It is recommended that the ad hoc committee consist of the following persons.

W. Wes Hankins, Chairman
R. A. Stephenson
Susan Sedgwick (Student Member)
Thomas Powers (Graduate Student Member)
W. C. Sanderson
Thomas Sayetta

Also, it is recommended that the University Administration, particularly the Office of Campus Security (Mr. Calder) and Physical Plant (Mr. Lowry) give the committee its utmost cooperation."

FACULTY GOVERNANCE COMMITTEE ATTACHMENT

Amendment to Faculty Manual, Page 125 "Selection And Election of Delegates To The Faculty Assembly of The University of North Carolina."

1. The Committee on Committees shall, between January 1 and January 20 of each year, send to each faculty member an announcement listing the requirements and duties of a delegate to the Faculty Assembly of UNC and an invitation to submit to the Committee on Committees on or before February 10 the names of persons proposed as candidates for nomination. After canvassing the candidates to ascertain their willingness to serve, the Committee on Committees will submit to the East Carolina University Faculty Senate at its first Spring meeting a list of candidates. From this list the Faculty Senate will nominate and elect the Delegates and the Alternates to the Faculty Assembly.
2. The terms of Delegates to the Assembly shall be three years (except that this shall not conflict with Section 6 below)

To be eligible as a delegate, a faculty member may not have served as a delegate to the Assembly for more than six (6) of the preceding nine (9) years, nor could he be elected to a term that would result in a violation of this limitation. Time spent while serving as an alternate is not counted in the above limitation. All regular terms of service shall begin and end on July 1 of the appropriate year.
3. The total number of delegates shall be determined by the Faculty Assembly. At present, ECU is entitled to elect four (4) delegates.
4. In addition to the Delegates, at least four Alternates shall be chosen. The terms of the Alternates shall be three years (except that this shall not conflict with Section 6) The Alternates shall be designated as First Alternate, Second Alternate, Third Alternate and Fourth Alternate. When a Delegate cannot attend an Assembly meeting or otherwise perform the duties connected with the office, the First Alternate will be called upon as a replacement. The remaining Alternates shall be called in order as needed. The Chairman of the Faculty shall appoint a replacement in the event that an Alternate is unable to complete a term and may appoint additional Alternates if deemed necessary.
5. In the event that a Delegate is unable to finish a term, the First Alternate shall become a Delegate and serve out the regular term of the Delegate.
6. The Faculty Senate shall assume continuity of delegation membership by specifying a system of rotating terms.

RESOLUTION TO IMPLEMENT SECTION 6

In order to assure continuity of delegation membership by a system of rotating terms as required by the By-Laws of the Faculty Assembly the terms of the four delegates serving as of September 1, 1973 will be considered to have commenced as of July 1, 1973; further, one of these delegates will serve a one year term; one will serve a two year term, and two will serve a three year term. At the expiration of the terms of these four delegates, all delegates will be elected for three year terms as noted in Section 2.

FACULTY GOVERNANCE COMMITTEE ATTACHMENT (CONTINUED)

Further, the terms of the Alternate serving as of September 1, 1973 will be considered to have commenced as of July 1, 1973. The Chairman of the Faculty shall designate from among these Alternates, one to serve as the First Alternate, one to serve as the Second Alternate, one to serve as the Third Alternate and one to serve as the Fourth Alternate. The initial terms will be: First Alternate, three years; Second and Third Alternate, two years; Fourth Alternate, one year. At the expiration of the terms of these four alternates, each alternate shall be elected for a three year term as noted in Section 4.

NOTE: Section 2 becomes Section 7
Section 3 becomes Section 8
Section 4 becomes Section 9
Section 5 becomes Section 10
Section 6 becomes Section 11

Proposals affecting the charge and membership of Standing Academic Committees and Standing Committees of the Faculty Senate shall be referred to the Committee on Committees for consideration. The Faculty Senate may instruct the Committee to report at a specified time on matters referred to the Committee concerning the charge and membership of the above mentioned committees.

P. 170, Faculty Manual
Bylaws of the East Carolina University Faculty Senate

"Each Unit of the University may elect one alternate representative to the Faculty Senate, said Alternate being elected in the same manner as Faculty Senators and serving until the time of the next election within the Unit. Thereafter, the Alternate will be elected at the time of regular election of Faculty Senators, and will serve for a two-year term. Alternates shall be eligible for re-election. A Unit not having an Alternate may elect one at the time of any regular Senatorial election. The Alternate will represent that Unit at the discretion of any Senator within the Unit, and in such a situation shall notify the Secretary of the Senate in writing that he or she is representing that Unit and shall do so at least prior to the convening of the Senate session in question."

TO: The Faculty Senate

FROM: Calendar Committee

SUBJECT: Proposed Change of Schedule for Summer 1974

Because the teachers in the schools of North Carolina are now on a 10-month contract, the following schedule is proposed for Summer 1974, with an additional long term and two mini-terms being offered in addition to the two regular 5½-week terms. Various disciplines will be able to offer courses on the time basis which they anticipate will best serve their students' needs. Students, including in-service teachers, can arrange their summer studies to fit their many and varied obligations. This feature may well attract more students to ECU on a full-time basis.

	<u>Regis- tration</u>	<u>Classes Begin</u>	<u>Final Exam</u>	<u>Regis- tration</u>	<u>Classes Begin</u>	<u>Final Exam</u>
*1. Usual Terms	June 6	June 7-----July 12		July 15	July 16-----Aug. 20	
**2. Long Term	June 6 and June 17	June 18-----				Aug. 9
***3. Mini-Terms	June 6 and June 17	June 18-----July 12		July 15	July 16-----Aug. 9	

It is suggested that to implement the above three types of concurrent summer terms, the following schedule of class days and length of class periods could be used:

*Each USUAL TERM may have 25 classes (no Saturdays), with class periods of 60 minutes:	} 3 HR course
or may have 28 classes (three Saturdays), with class periods of 53-54 minutes	
or may have 29 classes (four Saturdays), with class periods of 52 minutes	
May have 25 classes (no Saturdays), with class periods of 100 minutes	} 5 HR course
or may have 28 classes (three Saturdays), with class periods of 89 minutes	

**LONG TERM may have 32 classes, meeting four times a week, class periods of 50 minutes-----3 HR courses.

May have 38 classes, meeting five times a week (no Saturdays), with class
periods of 66 minutes-----5 HR courses.

***MINI-TERMS may have 18 classes (no Saturdays), with class periods of 83 minutes-----3 HR course.

May have 18 classes (no Saturdays), with class periods of 139 minutes:
or may have 21 classes (three Saturdays), with class periods of 119 minutes } 5 HR courses.

NOTE: If the Senate decides to adopt a schedule which includes some Saturday classes in the Summer, it is respectfully requested that, whenever possible, classes should not be held on Saturday, June 15, or Saturday, July 20, as these Saturdays are used by the Testing Department for Graduate Record Examinations and for N.T.E. Examinations, respectively.

FACULTY SENATE MINUTES

NOVEMBER 13, 1973

The Faculty Senate met on Tuesday, November 13, 1973, at 3:00 P.M. in Room 101, Nursing Building. The following members were absent: Pertalion, Bailey, Bell, Distefano, H. Jones, Knight, Nichols, B. Daugherty.

The Minutes of October 23, 1973, were approved as written.

SPECIAL ORDER OF THE DAY

The Chairman announced the appointment of Jack Thornton to fill a vacancy on the Instructional Survey Committee. In regard to the petition to President Friday concerning salaries, the Chairman announced that President Friday had recommended an 8 percent raise to the Board of Governors. The Chairman commented that he had heard discussion about the status of the members of the UNC Faculty Assembly as members of the Faculty Senate and he wished to clarify any misunderstanding there might be. The Constitution provides the Faculty Assembly delegates full floor rights with no vote unless the individual has been duly elected by his unit to serve as a senator. Thus, no unit has any votes except those of its elected senators. As ex-officio members with full floor rights, the Faculty Assembly delegates would know the feeling of the ECU Faculty.

The Chairman stated that rumors were going about campus saying that the faculty would not get equal pay because ECU's Faculty Assembly members were not doing their job. The ECU delegates are quite active in working for equalization of faculty salaries but the Faculty Assembly is new, has limited time, money and influence, so time will be needed to get lines of communication open.

The Chairman noted that he had served on a subcommittee of the Faculty Assembly that met with President Friday to discuss faculty representation on local Boards of Trustees. After several hours discussion, he indicated that he considers it important but of lower priority than getting faculty governance on all campuses.

It was noted that on the list of campus committees apparently a Traffic Committee still exists, although it has not met for at least one year.

The Chairman noted that the Administrative Council had elected Dean James Bearden as their representative on the Senate, and that he is a voting member of the Senate.

UNFINISHED BUSINESS

There was no unfinished business.

REPORT OF COMMITTEES

A. Calendar Committee

Miss Steer presented the report of the Calendar Committee (See Attachment to Faculty Senate Agenda for November 13, 1973) concerning summer school. She pointed out that in-service teachers are now under a ten month contract and the usual 5 1/2 week terms would not fit into their schedule. The usual 5 1/2 week terms would primarily serve the undergraduate and the long term and the mini-terms would primarily serve the graduate students and the in-service teacher. There would be three registration days. A question was asked concerning pay scales. It was assumed that the pay scales were worked out based on load. Mr. T. Williams asked if the department determined which courses would be offered in each type of term. Provost Howell replied that this would be negotiated. In reply to a question about the amount of credit earned in the various terms it was stated that it should not violate present policies concerning course load. Mr. Wang asked if this was for 1974 only or to be

permanent. Miss Steer replied that this would be up to the Faculty Senate. - 2 - Mrs. Spickerman asked if all minicourses must start on the two days of the beginning of the mini-terms. The reply was no but that courses at other times must handle registration in some other way, perhaps through Continuing Education. Mr. Brown moved that there be no Saturday classes. Mr. Adler seconded. Miss P. Daugherty pointed out that 60 minute periods would not schedule very well. Mr. Brown's motion passed. The question to adopt the proposed summer school schedule as amended passed.

B. Committee on Committees

Mr. Henry Ferrell, Chairman, presented the nominees to the Committee on the General College as follows: Tom Evans and Prem P. Sehgal, terms expire May, 1974; Virginia G. McGrath and Robert W. Leith, terms expire, 1975; and Joann Jones, Dixie Koldjeski, and Herbert P. Rothfeder, terms expire, 1976.

Miss Wilder moved that the slate of nominees be accepted. Mr. Wang seconded. The motion passed.

C. Faculty Governance

Miss Ann Briley, Chairman, presented the proposals of the committee (See Attachment to the Faculty Senate Agenda for November 13, 1973). She brought up the proposal concerning the election of alternates to the Faculty Senate first. As provided in the new Constitution this cannot be acted upon until the next meeting of the Senate, therefore each unit of the Faculty should make their wishes known to their Senator concerning it. Miss Briley presented the amendment to the Faculty Manual concerning the selection and election of delegates to the Faculty Assembly of the University of North Carolina. The Faculty Senate voted to approve the amendment.

The final proposal of the Faculty Governance Committee concerning the charge and membership of Standing Academic Committees and Standing Committees of the Faculty Senate was presented. In answer to the question as to why this must go to the Committee on Committees it was noted that problems had arisen whereby the Faculty Senate had accepted a committee report containing such recommendations but had not officially acted. As a result unofficial members were appointed to a committee. The Senate voted to approve the proposal with one dissenting vote.

D. Faculty Affairs Committee

Miss Pat Daugherty, Chairman, presented the proposal concerning Appendix D of the Faculty Manual (See Attachment to Faculty Senate Agenda for November 13, 1973). She explained that Chapter 6 of the University Code had changed the meaning of tenure and that Appendix D had been drawn up at the request of the Board of Governors to come in compliance with the Code. Under the new meaning, a person under a one year contract has tenure for that year. Thus, "permanent tenure" is identical to the term "tenure" as used in the 1973-75 edition of the East Carolina Faculty Manual and all prior editions.

Provost Howell commended the committee on having done a difficult job very well. He noted that the Board of Trustees had added a statement to the document concerning tenure which the Board had approved in their September meeting. As this statement had apparently been overlooked, Dr. Howell moved that the statement "Any reference to faculty in the above shall be defined to mean full time faculty members" be added to Part III as Section D. Mr. Adler seconded. The motion passed.

Mr. Howell questioned Part II. B. where the statement "registered mail only" appeared. He stated that usually these letters were hand delivered. It was stated that the idea was to have a receipt in the event of a court case. It was pointed out that such a receipt would probably not be valid as it would not verify the contents of the letter. Considerable discussion followed as to how best to handle this. It was pointed out that it would be impossible to cover all possibilities such as the

faculty member in an African jungle who never picked up his mail. Mr. Moeller - 3 - moved that "and shall be delivered by hand by the Dean of the unit or the Chairman of the department in the presence of witnesses," be added to the end of the sentence concerned in Part II. B. The motion was seconded and passed.

Mr. Adler moved that the sentence now be changed to "registered mail or". Mr. Howell seconded. The motion passed.

Mr. Ferrell moved that a statement that "Any person who is tendered a seventh annual contract to teach full time shall have permanent tenure" be added at an appropriate place. Mr. T. Williams seconded. Mr. Adler commented that he thought the Faculty Affairs Committee should look at this. A vote was taken and a call made for a show of hands. There were 18 votes for and 19 against. The motion failed.

Mr. Reep moved that in Part III, under B., part (a) be deleted and under A. add to the end of the first sentence "or other failure to teach relevant material." The motion was seconded and passed.

Mr. Yarbrough asked if a person could challenge alternates on the Due Process Committee. Mr. Yarbrough moved that the Faculty Affairs Committee be instructed to consider Part II. C. (c) "Is challenged by the accused". The motion was seconded by Mr. Adler. Mr. Ferrell moved to amend the motion to add "and consider the problem of tenure as it relates to those persons other than those mentioned in this document such as lecturer". The motion was seconded and passed. Mr. Yarbrough's motion as amended passed. Mrs. J. Jones noted that II. H. was in violation of AAUP recommendations. It was moved that the question of adopting Appendix D as amended be called. The motion to call for the question passed. The Senate voted to approve Appendix D as amended.

E. Career Education Committee

Mr. Trenton Davis presented the proposal of the committee (See Attachment to the Faculty Senate Agenda for November 13, 1973). He noted some additions which should be made. The Chair ruled that it be considered as two separate proposals. It was stated that the Chairman or Dean would designate the contact person. The first recommendation "To request all schools and departments to furnish a career profile to be placed in a career information center which gives information on job and career opportunities and designates a contact person for students with the department. This information should be sent to Dr. Tom Johnson, Chairman, Career Education Committee. A proposed format will be sent to each department and school," was approved.

In regard to the second recommendation, the question was asked as to why they wanted Faculty Senate support. It was stated that this would add more creditability and perhaps aid in securing funding. The second recommendation "To request the Faculty Senate to instruct the Career Education Committee to seek funding from Federal, State, and Private sources to establish a career information center with a director and secretarial help," was approved.

F. Faculty Welfare Committee

There was no representative present to present the proposal (See Attachment to Faculty Senate Agenda for November 13, 1973). Mr. Adler offered the information that a class was to be offered in the Spring which wishes to use this as a project. Miss P. Daugherty moved to postpone consideration until the December meeting. The motion was seconded and passed.

G. Curriculum Committee

Mr. Grossnickle, Chairman, presented the change in the Church Music Curriculum (See Curriculum Committee minutes of October 18, 1973.) The change was approved.

NEW BUSINESS

Mr. Brown presented a proposal concerning allocating pay raises between cost of living and merit. Miss P. Daugherty moved to postpone until the December meeting. There was no second. Discussion ensued in which discrepancies in salaries of people hired years ago compared with more recent additions was pointed out. There is no money for equalization of salaries. Miss Schmidt moved that the Faculty Welfare Committee study a salary administration policy for East Carolina University and report back to the Senate. Mr. Adler seconded. Mr. Ross thought that this should be done by the Departmental Code. Mr. Brown moved that the committee report back in March. Mr. Brown's motion was seconded and passed. Mr. T. Williams moved to instruct the committee to include a study of a combination of merit and across the board system. Miss Schmidt seconded. Mr. Williams' motion passed. Miss Schmidt's motion as amended passed.

The meeting adjourned at 5:30 P.M.

Respectfully submitted,

Stella Daugherty
Secretary

SD:em

COMMITTEE ON COMMITTEES ATTACHMENT

TITLE: Committee on Hearings

STRUCTURE: The committee shall be a standing committee of the Faculty Senate and composed of five members and five alternates, all of whom must be members of the regular teaching faculty who hold permanent tenure (See definition Faculty Manual, Appendix A, Page 109). Original appointees shall be nominated by the Committee on Committees for election by the Faculty Senate and shall hold staggered terms, thereafter members and alternates shall be elected for terms of three years. Alternates shall attend all meetings and serve when a regular member (a) is not available because of illness, is on leave, or is off the campus for a protracted length of time; or (b) is the dean of the college or school or chairman of the department in which the faculty member requesting the hearing is located; or (c) is challenged by the faculty member requesting the hearing; or (d) wishes to disqualify himself.

CHARGE: This committee shall hear cases when a full-time faculty member not on permanent tenure but on term contract or other probationary appointment alleges that a decision not to reappoint or not to grant permanent tenure was procedurally improper according to policies of the academic unit involved and the East Carolina University Faculty Manual, or was based on considerations violative of (1) academic freedom or (2) civil liberties.

The request for a hearing shall be accompanied by a written statement that the faculty member agrees to the presentation to the Committee on Hearings of such reasons and evidence as the institution may incorporate in support of its decision.

The committee will seek to settle the matter by informal methods. If this is not possible, the matter will be heard in the formal manner set forth in Appendix D (Provisions Regarding Tenure and Academic Due Process, East Carolina University), Section II (Suspension and Discharge of Faculty Members) or Section 603, Chapter 6, of the UNC Code of Operations, except that the faculty member is responsible for stating the grounds upon which he bases the allegations, and the burden of proof shall rest upon the faculty member. If the faculty member succeeds in establishing a prima facie case, those who made the decision not to reappoint or not to grant permanent tenure shall come forward with evidence in support of their decision.

In all cases, this committee will not attempt to weigh and to value the reasons given in evidence for the decision not to reappoint or not to grant permanent tenure to the faculty member but shall determine, to the best of its knowledge, only if proper procedures were followed; and if said reasons are not violative as stated above.

TO THE FACULTY SENATE

recommendation to the Faculty Senate:

It is recommended this change be made effective as soon as

practical, and it is further recommended that the proposed

change be made retroactive, as well as prospective.

The purpose of this proposed change is to eliminate distortion in a student's transcript where that distortion is attributable

to his inability to cope with one specific type of course.