

FACULTY SENATE MINUTES

November 11, 1975

The Faculty Senate met on Tuesday, November 11, 1975, at 2:00 p.m. in Room 101, Nursing Building. The following members were absent: Atkeson, Potter, Romita, Robbins, Mills, Richards, Jones, Knight, Hoots. The following alternates were present: Tora Larsen for Keusch, Bettie Hooks for Haigwood. The following ex-officio members were absent: Jenkins, Holt, Monroe.

The minutes of October 21, 1975 were approved.

SPECIAL ORDER OF THE DAY

The Chairman announced that Troy W. Pate, Jr., Chairman of the Board of Trustees, would not be present to address the Senate. Mr. Benjamin read letters sent to and received from Mr. Pate. Mr. Pate responded to the Senate resolution inviting him to address the Senate by saying that he was heavily scheduled on the 11th and that he would speak only if the question and answer period were dropped. He was afraid his answers would be interpreted as representing the opinion of the entire Board. Mr. Benjamin wrote again suggesting January 20 as a more acceptable date giving Mr. Pate more time to arrange his schedule. Mr. Pate was assured that his answers would be interpreted as his personal opinions. It was stated that the Senate believes the quality of a person's opinions influences the direction a body takes. Mr. Pate responded he could not come on the 20th of January and that his visit to the Senate must be postponed indefinitely.

The Chairman reminded the Senators that a seat of an elected Senator who fails to attend more than three consecutively held meetings shall be declared vacated. He noted this was the third time Robbins and Romita had been absent. It was mentioned that Romita will retire at the end of this quarter. The Chairman promised to look into this matter.

Mr. Benjamin asked Provost Howell to speak to the rumor that no person may be promoted whose salary does not at least equal the minimum salary for the rank into which he is to be promoted. Mr. Howell responded that we no longer have a minimum salary for rank; however, there is a maximum salary set by the Board of Governors. The statement in the Faculty Manual about salaries is outdated. According to the present method of rating on the AAUP scale, the institution will appear low. He concluded that according to the Faculty Manual promotions are ordinarily accompanied by a raise and that this may be what started the rumor. This has not been followed in the past. The Provost also added that he has just mailed requests for chairmen to send in their promotions.

The Chairman announced that units with approved Codes of Operation which do not specify a time for the election of members to fill committees should go ahead and elect their committees. He noted that some codes specify that elections will be held in the spring of the year. These units would, therefore, appear to be excused from holding new elections until the spring.

The SGA has asked the Senate to appoint two faculty members to serve on a Campus-Wide Symposia Committee. Mr. Benjamin announced the appointments of Professor Jannis Shea from Home Economics and Professor William Stephenson from English.

The Chairman reported that the last set of minutes from Appalachian State University stated that an evaluation of administrators by the faculty is being planned. Mr. Benjamin noted these minutes will be available in the Faculty Senate Office if anyone is interested in reading them.

Mr. Benjamin reminded the Senators of the Symposium on Collective Bargaining which will be held Thursday, December 4, from 3:00 to 5:00 p.m. in Mendenhall 244. Speakers

will be Robert Nielson from AFT, Woodley Osborne from AAUP, and Gene Preston from NEA. Each speaker will have twenty minutes to speak, and a question and answer period will follow. The Chairman urged the Senators to elicit support in their units. A memo will be sent to each faculty member prior to the meeting as well as material from each speaker.

The Chairman announced that the City Council and Public Transportation Commission has invited him to attend a dinner meeting on Tuesday, November 18, to discuss the transit system and provide faculty opinion. He asked that anyone with suggestions or questions forward them to him as soon as possible.

Mr. Benjamin reported that the subcommittee of the Faculty Affairs Committee charged with developing a Tenure Policy statement will deliver its report to the Faculty Affairs Committee on November 12. Procedures for open hearings and presentation to the Senate will be discussed.

Mr. Woodside presented an addendum to the Faculty Assembly report given at the October 21 Faculty Senate meeting. On Friday night, President Friday was asked to clarify the rumor that the general faculty received no substantial raises but that the Medical School faculty of ECU did receive substantial raises. He responded that this was true. The Legislature had provided money for raises for the ECU Medical School faculty.

UNFINISHED BUSINESS

There was no unfinished business.

REPORT OF COMMITTEES

A. University Curriculum Committee. Mrs. S. Daugherty presented the Coastal Marine Studies Minor (B. S. or B. A. degree). (See University Curriculum Committee Minutes of October 16, 1975). She noted that UNC at Wilmington is one of the few schools to offer this major. The question was called and the Senate accepted the minor.

B. Calendar Committee. Mr. Ed Hooks, Chairman of the Calendar Committee, presented the proposed Summer Calendar for 1976. (See Faculty Senate Agenda for November 11, 1975). Mr. Ferrell stated this is a bicentennial year and July 4 should be observed as a holiday. Mr. Hooks clarified that July 4 is on Sunday in 1976. He also mentioned that it will be difficult to consider July 4 as a holiday under the semester system. The question was called and the Senate accepted the Summer Calendar for 1976 as proposed.

C. Committee on Committees. Mr. C. Adler presented a report on the Committee on Committees. He mentioned three points: (1) He received a letter from Chancellor Jenkins in the summer stating that the Committee had not followed proper procedures and had not consulted the proper people in planning the Campus Planning Committee. Dr. Holt was then consulted and said the Committee had done it correctly in the beginning. (2) The charge of the Computer Committee will be presented at the next meeting. (See attachment). (3) The request made by the Faculty Senate last year suggesting that members of the Faculty Welfare Committee be the faculty appointees to the Employee Benefits Committee was not honored. This has been called to the attention of Mr. Buck who may meet with the Committee on Committees at their next meeting. Ms. Bell stated that she believed Sallie Mann is a member of both committees. Mr. C. Adler stated that the Committee on Committees requested that Mr. Furney James, Director of Career Planning and Placement, be appointed to the Career Education Committee as a resource person. The Senate approved the addition of the Director of Career Planning and Placement to the Career Education Committee as a resource person.

D. Faculty Affairs Committee. Mr. Champion presented a subcommittee report concerning an investigation into salaries in Continuing Education as requested by the Senate on

February 18, 1975. He distributed a subcommittee report to the Senators. (See attachment). He noted that the Faculty Affairs Committee wanted to know if the Senate wished to carry this investigation further since Continuing Education is fairly satisfied with the way things are. This may be a final report depending on the Senate's attitude. Mr. Davis asked if Karl Rodabaugh was associated with Continuing Education. Mr. Champion replied yes and that he had taken the poll and the Senate could consider it accurate. Mr. Williams moved this report be accepted as the final report. Mr. Henderson seconded. Mr. P. Adler asked if Mr. Rodabaugh felt more study was necessary. Mr. Champion commented that things could be better and we must be philosophical since Continuing Education thinks things are improving. Mr. Shank asked if the Senate was considering the Faculty Affairs Committee report or a subcommittee report. If the Senate is receiving the Faculty Affairs Committee report, then it should approve it since the people originally disturbed are no longer so. Mr. Champion asked if the Senate wants more investigation on this. Mr. Brown asked if the Faculty Affairs Committee had voted on this subcommittee report. Mr. Champion responded no, that this was for the Committee's information. Mr. Benjamin clarified that the Senate had instructed the Committee to bring back a report to the Senate and this was it. The motion to accept this as a final report passed.

E. Ad Hoc Screening Committee. Mr. Champion presented the bicentennial edition of the History Code for approval by the Senate. He noted that Chancellor Jenkins will consider this code to be in operation after the Senate approves it. Mr. Reep asked if the Chancellor's endorsement means he has accepted it each time it came through his hands. Mr. Champion replied yes. Mr. Woodside stated this seems too simple to believe. Mr. Champion explained that codes are treated two ways by the Chancellor. If there are only small changes, such as the addition of the Preamble, the Chancellor will approve the code and it will be considered in operation after it has passed the Senate. However, if considerable alterations are needed, the Chancellor will notify the unit of his objections. These codes will not be presented to the Senate in the same way as the History Code. Mr. Williams asked if there was any conflict between the last part of the Preamble and number 10 on page 2 of the History Code and if History was satisfied with the Preamble. Mr. Champion noted that the Preamble appears in every code. Mr. Ferrell responded that it is put together in this way in order that recommendations can go on up from the chairman to the next administrator in line and that this is a good political compromise. The question was called and the History Code was passed.

Mr. Champion announced that he had received a letter from Jack Brinn, Chairman of the Code Committee for the School of Medicine, stating that the Medical School is in a state of expansion and finds it inadvisable to generate a code. Mr. Champion suggested that an interim code or a code that would allow for expansion be generated. Mr. Brinn asked that the letter be included in the minutes. (See attachment). Ms. Wilder moved that the Medical School turn in an interim code for working purposes in order that the Ad Hoc Screening Committee can finish its duty and the Faculty Governance Committee can consider the final code later. Ms. J. Shea seconded. Mr. Woodside commented that this matter is out of the Senate's hands. The Board of Trustees required each unit to draw up a code and we are six months past the deadline now. This is not a matter of the Senate telling the Medical School what to do. Mr. Benjamin added that the School of Medicine should observe the deadlines established by the Senate at its last meeting. Ms. Koldjeski called the question. The motion that the Medical School turn in an interim code passed.

NEW BUSINESS

A. Mr. Williams introduced the topic of the effectiveness of the ECU codes and said the Senate should be informed of the way the mechanisms of the codes are used and made to work. He moved that the Chairman of the Faculty prepare a memorandum for the Faculty Senate summarizing the results of unit evaluations of their administrative heads and any actions taken as a result of such evaluations. Mr. Woodside seconded the motion. The question was called. The motion passed.

B. The Chairman introduced the resolution on quarter/semester hours. (See Faculty Senate Agenda for November 11, 1975). Ms. Koldjeski moved the resolution be referred to the Ad Hoc Quarter-Semester Committee to explore possibilities on how it might be done. Ms. Penry seconded the motion. Mr. Yarbrough, as author of the original resolution, questioned what problems Ms. Koldjeski had in mind. Ms. Koldjeski stated that in the change-over to the semester system the conversion of the general education requirements and required cognate courses would require 136 semester hours for a nursing degree in order to meet national accreditation requiring 45-50% nursing courses. The School of Nursing now requires 194 quarter hours. Mr. Yarbrough said that he spoke with the Provost before bringing this resolution to the Agenda Committee. A stimulus from the Senate is needed before changes can be made. Mr. Yarbrough presented this resolution as an initial step in order to equalize the hour requirements for all degrees on campus and then appropriate adjustments can be made later. Mr. Woodside commented that it was a bad idea for the Senate to tell each unit how many hours will be required for graduation. The Ad Hoc Quarter-Semester Committee preferred not to look into this now. Mr. Woodside moved to substitute University Curriculum Committee for Ad Hoc Quarter-Semester Committee in the motion. Mr. Ferrell seconded the amendment. Mr. Ferrell stated that the Faculty Affairs Subcommittee has just finished a statement on tenure which includes, in cases of financial exigency and change of program, the dismissal of faculty persons tenured or not tenured. Since FTE's will be reduced with the semester system, the faculty should walk carefully. If general education requirements are reduced, this would affect the number of faculty needed. Mr. Martinez said that each unit should have a vote on this and he was against it. Mr. Everett spoke in support of the amendment. Mr. E. Ryan mentioned that the conversion on the memo is from 190 to 126 hours and 180 to 120 hours. As a point of information, the Chairman stated that the Ad Hoc Quarter-Semester Committee intends to take up these issues at their next meeting on November 17. Mr. Howell commented that these guidelines have been set forth for routine conversion since the Committee wanted to avoid issues of substance such as this. The decision should be made by the Senate. He explained that FTE's are based on the number of students who pay tuition for 12 q.h. or more. A system requiring 180 hours is not apt to change the FTE count, but 190 hours would increase the faculty load but not the number of the faculty. Mr. Yarbrough commented that the Ad Hoc Quarter-Semester Committee thought the initiative should come from the Senate. A dictatorial situation is being developed. In the past, the University Curriculum Committee did not allow units to reduce hours from 190 to 180. He further argued that other schools on the semester system use 120 hours as a base and accrediting agencies recognize 120 hours. Ms. J. Shea asked if any areas such as Health & P.E. would be excluded from this formula since they have service courses. Mr. Yarbrough replied yes. There is no reason for distinction in hours required. Mr. Ferrell stated that Mr. Howell's comment on FTE's is a hypothetical issue. He suggested to consider this issue under less intense argument and send it to a committee to study. Mr. Woodside commented it was hard to believe there would be no change in FTE's with a reduction of hours. Frequently students do not take full loads during fall, winter, and spring quarters and so attend summer school. He noted that summer school is important to faculty members. Mr. Williams moved to call the question. Mr. Woodside seconded. The amendment to change from the Ad Hoc Quarter-Semester Committee to the University Curriculum Committee passed. Mr. Woodside called the question on the main motion to send the resolution to the University Curriculum Committee. The motion passed.

C. Mr. P. Adler handed out a resolution to allow access to employment records by the Code Personnel Committee. (See attachment). He stated that committees should look at the salaries and information about an individual for the past five years and not just for 1975. The criteria employed in the past should be made known. Mr. Williams seconded the resolution. Mr. Howell commented that Chancellor Jenkins had already sent out a memo relating to the first part of this resolution. As an interpretation of the law, the problem has already been handled. Mr. Woodside stated that the codes of some units instruct a committee to make recommendations but then the decisions will be made by the entire unit faculty. Mr. Howell said that anyone who will be

making the decision can see the file. Mr. P. Adler asked if the Chancellor's memo was freely available. Mr. Howell replied yes. Mr. Ferrell commented that he had not seen the Chancellor's memo and that it should be distributed to the faculty. Ms. Koldjeski questioned the limitation of five years in the resolution. Mr. P. Adler responded that this was an arbitrary figure to be used to give a pattern in salary raises. Mr. E. Ryan asked if this would include information asked about a person before his employment with ECU. Mr. P. Adler replied no; it would only pertain to his time here. Mr. P. Adler amended the resolution to add after "for the past five years" the words "term of employment at ECU." Mr. Howell noted that in his office only one folder is kept on each faculty member and it contains all the records about the individual before and after his employment at ECU. Mr. Williams moved to circulate the Chancellor's memo and rephrase the resolution at the next Senate meeting, thus postponing action on the motion until the next meeting. Mr. Smith seconded. The motion to postpone action was passed by a two-thirds vote. The memo is attached. Mr. Woodside moved to adjourn. The motion, seconded by Mr. Sparrow, passed. The meeting adjourned at 3:45 p.m.

Respectfully submitted,

Sharon Johnston
Acting Secretary

SUBCOMMITTEE REPORT SUBMITTED
TO THE FACULTY AFFAIRS COMMITTEE BY KARL RODABAUGH

The following constitutes the verified present consensus within the full-time teaching faculty of the Division of Continuing Education concerning investigation into salaries in Continuing Education:

- (1) Although it is felt that salaries are inadequate, Continuing Education faculty salaries have improved markedly during the past two years, indicating that the Dean of the Division of Continuing Education understands his faculty's economic plight and seeks to do something about it.
- (2) While it is felt that an investigation of salary administration at East Carolina University is needed, it is feared that an investigation of only one academic unit will focus too much on the situation in that unit, thereby blurring its relationship to salary administration throughout East Carolina University, and thereby possibly creating ill-will in Continuing Education without there being adequate guarantees that the Dean of Continuing Education would even be afforded the resources to correct any inequitable situation that an investigation might uncover.

DR. BRINN'S LETTER TO DR. CAMPION

The action of the Faculty Senate on October 21, 1975 regarding deadlines for the submission of Codes of Operation prompts me to write this letter. I sincerely hope that the following will provide you and all of the Senators with an understanding of, and appreciation for, the underlying reasons for the School of Medicine's delay in providing you with the initial draft of our unit code.

A duly elected committee began work on a code for this unit approximately one year ago, and a nineteen-page document was essentially completed in April, 1975. However, selection procedures for a Dean were underway at that time, and the code committee felt that any governance document finalized by our faculty at that point in time might not be in agreement with the developmental goals and philosophies of the incoming Dean and the additional faculty he would be responsible for recruiting. Furthermore, the necessity of affiliating with the Pitt County Memorial Hospital, which included negotiations with the Pitt County Commissioners, Board of Directors

of PCMH, the medical staff, the Board of Governors and the General Administration of the UNC, were not fully realized at that time.

Dr. William Laupus assumed full time duties as Dean of the School of Medicine only as recently as September, 1975, and had to immediately devote his energies to obtaining a satisfactory affiliation agreement with the hospital, a feat which will hopefully be finalized on November 14, 1975 by action of the Board of Governors. The affiliation of the School of Medicine with the Pitt County Memorial Hospital, its medical staff, and new faculty in the school will result in a de novo definition of areas of responsibility and participation for all of the participants in our programs. New departments will be created and faculty affairs (appointment, promotion, tenure) as they relate to clinical faculty will become more clearly defined in order to meet the exceptional nature of our program and facilities. As you know, all of these are concerns of great importance and are, as well, somewhat unique to health professional schools.

These are only a few of the concerns that are recognized now. Others will undoubtedly arise, particularly when the accrediting body (Liaison Committee on Medical Education) of the Association of American Medical Colleges and the American Medical Association begins to closely examine our preparations as they relate to our hope of enrolling our first class in 1976.

It should be pointed out that all other codes submitted to your committee have come from fully developed and organized units, actively executing their academic functions. Our unit is only now beginning to organize itself into an accreditable body that will assume functions not unlike those of other units. However, we feel that any code of operations presented by our unit at the present time would be premature in view of the concerns outlined above and would certainly not be representative of a faculty whose constituency will change considerably in the next few months.

If you feel it would be helpful, I and/or others of our administration would be glad to discuss the above with you or other representatives of the Senate at your convenience.

RESOLUTION ON ACCESS TO EMPLOYMENT RECORDS BY THE CODE PERSONNEL COMMITTEES

RESOLVED that the Senate should instruct all departmental and school personnel-action committees to secure administrative agreement that relevant personnel policy and actions, dating back at least for the past five years, be made freely available to the committees, under whatever safeguards of privacy and confidentiality are deemed necessary by the individual unit.

Committees which may be dissatisfied with the quantity and quality of information they obtain in these regards are encouraged to bring their problems to the Senate Faculty Governance Committee only when and if administrative avenues prove unproductive.

MEMO FROM CHANCELLOR JENKINS

SUBJECT: Chapter 257, 1975 Session Laws (Privacy of State Employee Personnel Records)

Questions have been raised locally regarding the interpretation of Chapter 257 of the 1975 Session Laws (codified as Article 9 of N. C. General Statutes Chapter 126) relative to access of unit personnel committee members to faculty personnel folders in order to make personnel recommendations provided for in unit codes.

We have asked for advice from the General Administration on this matter and make the following interpretations as a result of that advice:

(1) Members of unit personnel committees are "officials" of an agency of State government within the meaning of G. S. 126-26(5).

(2) The Chancellor and the unit heads are each "department heads" within the meaning of G. S. 126-26(5).

Based upon these interpretations I, as Chancellor, determine that inspection of faculty personnel records by members of unit personnel committees so as to consider or make personnel recommendations is inspection of the pertinent employee's record that is "necessary and essential to the pursuance of a proper function" of East Carolina University within the meaning of G. S. 126-26(5). Such inspection is therefore exempted from the prohibitions of Article 9, Chapter 126, as a privilege conditioned on inspection only for personnel performance review and recommendation purposes.

COMPUTER COMMITTEE

NOTE: It is anticipated that the Faculty Senate will shortly implement its Computer Committee. In order to proceed with this implementation, the Committee on Committees will need the name (and unit affiliation) of those interested in serving on the committee. If you are interested, please send a note to Carl Adler, Chairman of the Committee on Committees, Physics Department, ECU.