

ANNUAL REPORT OF THE COMMITTEE ON COMMITTEES

I. Date: April 14, 1978
To: Faculty Senate
From: Rodney Schmidt, Chair, Committee on Committees

II. Membership:

Robert Woodside, Mathematics
Michael Bassman, Foreign Languages, Secretary
Rodney Schmidt, Music, Chair
Jo Ann Jones, English
Connor Atkeson, History
Leo W. Jenkins, Chancellor, ex-officio
Robert L. Holt, Vice Chancellor, ex-officio
Henry C. Ferrell, Jr., Chairman of the Faculty
Philip Adler, Immediate past chairman of the faculty

III. Committee Meetings:

August 22, 1977
September 21, 1977
October 27, 1977
November 30, 1977
January 25, 1978
February 22, 1978
March 22, 1978

Absences:

Adler
Bassman, Adler
Adler, Jones
Adler
Woodside, Adler
Adler, Ferrell
Adler

The ex-officio members of the administration were absent from all meetings.
Mr. Bassman's absence on 21 September was excused by the chair.
Mr. Adler's absences were excused by the chair for medical reasons.

IV. Questions Discussed by the Committee:

1. A change in the charge of the Career Education Committee, adding an additional member to that committee.
2. The Chairman of the Faculty serving as the ex-officio member/representative of the Graduate Council from the Faculty Senate.
3. By-law addition to the by-laws of the Constitution of the Faculty Senate, making the Chairman of the Faculty the ex-officio representative of the Faculty Senate to the Graduate Council.
4. Communication between the University Computer Committee and the University Curriculum Committee.
5. Change in the charge of the Student Recruitment Committee, adding the function of retention of students as a concern.
6. Revisions in Annual Report Outline.
7. Selection of nominees to the Faculty Senate Standing Academic Committees.

V. Recommendations made by the Committee, and resolutions passed by the Faculty Senate:

1. Change in membership of Career Education Committee. Approved by Senate, 20 September 1977, Resolution No. 77-1.
2. Ex-officio representation of the Senate on the Graduate Council by the Chairman of the Faculty. Approved by the Senate, 18 October 1977, Resolution No. 77-8.
3. By-law addition inserted as Section V in the "By-laws of the East Carolina University Faculty Senate." Approved by the Senate, 15 November 1977, Resolution No. 77-13.
4. Resolution requiring that new course proposals identify proposed computer usage to the University Curriculum Committee for comment by the University Computer Committee. Approved by the Senate, 24 January 1977, Resolution No. 78-2.
5. Change in charge of the Student Recruitment Committee to the Student Recruitment and Retention Committee. Resolution passed in Committee, tabled by chair for further deliberation by the Student Recruitment Committee. Matter will be first item of business in the next academic year.
6. Revisions in Annual Report Outline. Approved by Senate 21 March 1978, Resolution No. 78-12, effective Spring, 1979.
7. Nominees to Faculty Senate Academic Committees to be presented at organizational meeting of Faculty Senate for academic year 1978-1979, 19 April 1978.

VI. Evaluation of the Committee's

- A. Structure: satisfactory
- B. Duties: clearly defined and satisfactory
- C. Functions: satisfactory
- D. Membership: satisfactory
- E. Suggestions for improvement: none

ANNUAL REPORT OF THE CONTINUING EDUCATION COMMITTEE
1977-78

I. Date: April 11, 1978
To: Henry Ferrell, Chairman of the Faculty
From: ~~Carolynn~~ Bolt, Chairperson, Continuing Education
Committee

II. Membership of the Committee

Marc Bilodeau
Carolyn Bolt
Herbert Carlton
Leonard Lilley
David Middleton, ex-officio
Vila M. Rosenfeld

III. Meetings of the Committee

August 22, 1977: Organizational Meeting
September 7, 1977: absent: Bolt, Lilley
January 25, 1978: absent: Bilodeau, Lilley
April

IV. Reports to the Faculty Senate during the year:

No Committee reports.
Dean David Middleton, as a guest of the Senate, spoke
on "Continuing Education in the Future" (Jan. 24, 1978)

V. Questions discussed by the Committee

- A. Status/Evaluation Study conducted by the Division
of Continuing Education
- B. Relationship of the Division with the Registrar's
Office
- C. Academic counseling for Continuing Education students
- D. Problem of Division students not being included in
class rankings from Registrar's Office
- E. A four year degree program which would be more
compatible with the needs of Continuing Education
students
- F. New policy statement regarding the employment of
full-time faculty and administration to teach for
the Division

VI. Policy recommendations made by the Committee:

Approval of V. F. (above)

VII. Response to the Committee's Recommendations by appropriate agencies:

None

VIII. Committee's evaluation of its structure, duties, functions, and personnel

A. Structure: Satisfactory

B. Duties: Satisfactory

C. Functions: Satisfactory

D. Personnel: Satisfactory

approval of V. R. (above)

ANNUAL REPORT OF THE COURSE DROP APPEALS COMMITTEE

I. Date: April 21, 1978

To: Vice Chancellor for Administration and Planning
Chairman of the Faculty
Chancellor
Faculty Senators
Members of the Committee
Chair, Committee on Committees

From: Ralph L. Scott, Chair, Course Drop Appeals Committee

Subject: Report for 1977-78 Academic Year

II. Membership of the Committee

Thomas Long	<u>Ex-officio</u>
Ralph Scott	
William Hoots	Chancellor Jenkins
Jo Ann Jones	Vice Chancellor Holt
Mary Susan Templeton	Chairman Ferrell
Jack Thornton	
Thomas Brawner (SGA rep.)	

III. Meetings of the Committee

August 22, 1977	Elected members absent: Long and Hoots
October 27, 1977	Elected members absent: Hoots, Templeton and Thornton
January 12, 1978	Elected members absent: Thornton
January 19, 1978	Canceled for lack of quorum.
March 2, 1978	Elected members absent: Long
April 20, 1978	Elected members absent: Long, Hoots

IV. Reports to the Faculty Senate during the year: Annual report of April 21, 1978

V. Questions discussed by the Committee during the year:

Requests by students to drop courses after the end of the drop period;
Petition to the Associate Vice Chancellor with regard to the last date the committee would consider student appeals for a given semester.

VI. Policy recommendations made by the Committee:

Catalog change (Summer Bulletin 1978 page 15): "In no case however may a student drop a course after the administration of the final exam."

VII. Response to the Committee's recommendations:

Vice Chancellor made the appropriate changes in the university catalog

VIII. Committee's Evaluation of its Structure, Duties, Functioning, and Personnel:

The Committee structure of six faculty members, three of whom are held over from the previous year and one student, has proved to be satisfactory. The duties of the committee are well-defined. The Committee heard to date five cases: one student was permitted to drop courses and four were denied permission. Members of the committee have performed their duties faithfully. The Associate Vice Chancellor has been very cooperative with the chair and the committee in handling student petitions.

Annual Report of the Credits Committee

I. TO: Henry Ferrell
Chairman of the Faculty Senate

FROM: Bernard Kane
Chairman of the Credits Committee

DATE: May 10, 1978

SUBJECT: Annual Report

II. Membership

Bernard Kane, Chairman, Environmental Health
Walter McLendon, Secretary, Education
Jim Kirkland, English
Ben Spangler, Continuing Education
Francis Dudley, Math
Jerry Price, Student, 111C Scott Dorm
Ex Officio
John Howell, Provost
Rosina Lao, Vice Chairman, Faculty Senate, Psychology

III. Meetings

August 22, 1977 (Organizational); Members absent: Kane
October 14, 1977 Members absent by scheduling conflict:
Kirkland, McLendon, Spangler - No Quorum
November 10, 1977 Members Absent: Spangler - by schedule conflict
November 17, 1977 Members Absent: None
February 9, 1978 Members Absent: J. Price, student

IV. Reports to Faculty Senate

December 6, 1977 by B. Kane, Chairman

V. Questions Discussed by Committee:

- A. Time between end of exams and graduation as to adequacy for computing grades. No action needed.
- B. Conversion of transcripts from Semester to Quarter and back to Semester. No action needed.
- C. Reviewed course drop procedure extensively - Action taken - See VI.A. recommendation.
- D. Received request from Mr. Gayle Everett in Admissions for review of Mr. Bruce Smith's summer work abroad for transfer credit. Action taken: Committee refused to review Mr. Everett's decision unless formally asked to do so by the student, thus letting Mr. Everett's decision stand.
- E. Reviewed maximum credits allowed per term in summer session 1978. Action taken, see VI.B. recommendation.
- F. Reviewed Class Attendance Regulations. Action taken, none, finding existing regulations to be adequate if faculty would use them.
- G. Reviewed a request that students field of major study appear on diploma (from Home Economics Department). Action taken: None, as the Committee felt each department could pursue this through their own administrative channels.

- H. Received a request from Department of Foreign Languages for modification of By-Pass credit policy.
No action completed this item, is pending the next meeting of the Credits Committee.

VI. Recommendations

- A. Prepared a preamble to the Course Drop Policy for use of the Course Drop Appeals Committee. This preamble is Attachment 1 of the Credits Committee minutes for February 9, 1978. Its purpose is to provide the Course Drop Appeals Committee with the history of the development of our current policy and the will or intent of the Faculty Senate in establishing that policy.
- B. Recommended to the Faculty Senate a maximum credit load per term of the summer session together with overload warning statement.

VII. Responses to Recommendations

- A. Course Drop Appeals Committee had requested the action taken. The Preamble prepared was received.
- B. The Faculty Senate passed an amended version of the Committee recommendation December 6, 1977. (Resolution 77-20).

VIII. Evaluations - No action taken

ANNUAL REPORT OF THE DUE PROCESS COMMITTEE

I. Date: April 14, 1978

To: Vice Chancellor for Administration and Planning
Chairman of the Faculty
Chairman, Committee on Committees
A Faculty Senator for Each Electoral Unit
Members of the Faculty Hearing Committee

From: Ione J. Ryan, Chairman
Thomas Sayetta, Secretary

II. Membership of the Committee

Regular Members:

Myron Casper
Patricia Daugherty
Robert Hursey
Ione Ryan, Chairman
Thomas Sayetta, Secretary

Alternate Members:

Robert Augspurger
John Daniels
Joe Davis
Paul Dowell
Ray Martinez

III. Meetings of the Committee

October 6, 1977 - Organizational

Alternate members absent: Robert Augspurger, Paul Dowell,
Ray Martinez

IV. Reports to the Faculty Senate: None

V. Specific instructions given to the committee by Senate during year: None

VI. Committee recommendations made to agencies, including Senate: None

VII. Proposals and/or business to be carried over to 1978-79: None

VIII. Evaluation of the Committee

A. Structure: Adequate

B. Duties: Well defined in Appendix D, Faculty Manual

C. Functions: There have been no requests for hearings in 1977-78

D. Personnel: Satisfactory

Annual Report of the Faculty Affairs Committee

I. Date: April 10, 1978

To: Chairman of the Faculty

From: Karl L. Rodabaugh, Chairman, Faculty Affairs Committee

II. Membership of the Committee

Karl Rodabaugh, Chairman, Continuing Education; Grover Everett, Secretary, Chemistry; Michael Bassman, Foreign Languages; Vince Bellis, Biology; Artemus Kares, Library Services; Charles Moore, Psychology; Richard Lauffer, Health and Physical Education, Alternate; Gene Lowry, Geology, Alternate; Ex Officio Members: Henry Ferrell, Robert Holt, Leo Jenkins.

III. Committee Meetings (dates and members absent)

September 15, 1977, October 13, December 1, January 19, April 3

Absences:

Rodabaugh, none; Bassman, October 13, January 19; Bellis, December 1, January 19; Kares, April 3; Moore, September 15, December 1; Everett, December 1; Lauffer, none; Lowry, January 19, April 3.

IV. Date of reports to the Faculty Senate: None

V. Specific Instructions: None

VI. A brief statement of committee organization

The committee normally functions as a whole committee to hear grievances or appeals. Upon acceptance of a case, the chairman appoints a sub-committee to investigate the case and then to report back to the full committee. The full committee then decides what further action is warranted.

VII. Committee Accomplishments

- a. An appeal by a member of the Math Department charging salary discrimination was accepted for study. The case is still in progress.
- b. The committee, upon the suggestion of the Chairman of the Faculty, agreed to study the Tenure Policy Statement prepared by the University Board of Governors with the hope of making a recommendation to the Faculty Senate. The study has not been completed.
- c. The committee agreed to study a recent AAUP report concerning criteria to be used in judging whether or not a given faculty member has been discriminated against. The study has not been completed.

VIII. Citation, etc.: None

IX. Business to be carried over to next year.

Each item mentioned in (VII) will probably be continued.

X. Evaluation of the Committee

- A. Structure: Satisfactory
- B. Duties: Clearly defined in Appendix C and satisfactory.
- C. Functions: Satisfactory
- D. Personnel: Very satisfactory

XI. Suggestions for improving the effectiveness of the committee

None

Chairperson Karl Rodabaugh
Secretary Thomas W. Everett

ANNUAL REPORT OF THE FACULTY GOVERNANCE COMMITTEE
1977-78

- I. Date: April 3, 1978
To: Henry Ferrell, Chairman of the Faculty
From: Fred Ragan, Secretary of the Faculty Governance Committee

II. Membership of the Committee

Robert Tacker, Psychology
Robert Woodside, Mathematics
Thomas Williams, Foreign Languages
Don Sexauer, Art
Rodney Schmidt, Music
Fred Ragan, History
James LeRoy Smith, Philosophy
Ex-officio: Leo Jenkins, Chancellor
Robert Holt, Vice Chancellor for Administration and Planning
Henry Ferrell, Chairman of the Faculty
David Stevens, for Edwin Monroe, Vice Chancellor for Health
Affairs
Susan McDaniel, for John Howell, Vice Chancellor for Academic
Affairs
Philip Adler, Immediate Past Chairman of the Faculty

III. Committee Meetings

August 22, 1977: Organizational meeting

September 14, 1977

September 28, 1977: absent: Ragan

October 5, 1977: absent: Schmidt and Tacker

October 18, 1977: absent: Stevens, McDaniel, Adler and Sexauer

November 8, 1977: absent: Stevens, Adler, Schmidt and Williams

November 15, 1977: absent: Stevens and Adler

November 22, 1977: absent: Stevens, Adler and Tacker

December 7, 1977: absent: Tacker, Schmidt, Ragan, Ferrell, Stevens,
and Adler

December 15, 1977: absent: Ragan, Williams and Stevens

January 26, 1978: absent: Tacker, Woodside, Williams, Sexauer, Stevens,
and Adler. Since there was no quorum, the
meeting adjourned without taking any action.,

February 28, 1978: absent: Stevens and Adler

March 14, 1978:

March 30, 1978:

April 5, 1978:

IV. Reports to the Faculty Senate during the year

None

V. Questions discussed by the Committee this year

- A. School of Art resolution concerning the drafting of a code
B. The Faculty Senate charge to the Faculty Governance Committee
C. Science Education revised code

VI. Policy recommendations made by the Committee

None

VII. Response to the Committee's Recommendations by appropriate agencies

None

VIII. Committee's evaluation of its structure, duties, functions, and personnel

A. Structure: Satisfactory

B. Duties: The charge to the Committee is deemed unclear by the membership of the Committee and a redraft by the Committee on Committees should be considered.

C. Functions: Satisfactory

D. Personnel: Satisfactory

* David Stevens removed himself from the committee because of the nature of the School of Art issue before the Faculty Governance Committee.

ANNUAL REPORT OF THE FACULTY WELFARE COMMITTEE

I. Date: 25 April 1978
To: Faculty Senate
From: Conner Atkeson, Chair, Faculty Welfare Committee

II. Membership:

Conner Atkeson, History, Chairperson
Carl Adler, Physics
Luis Acevez, Foreign Languages
Eugene Brunelle, Library Services, Secretary
Phillip Shea, Geography
Richard Stephenson, Geography
Belinda Lee, Nursing
Tom Johnson, Health and Physical Education
Tennala Gross, Mathematics
Leo W. Jenkins, Chancellor, ex officio
Robert Holt, Vice Chancellor, ex officio
Melvin Buck, Director of Personnel, ex officio
Rosina Lao, Psychology, Vice Chairperson of the Faculty ex officio

III Committee Meetings:

Absences

July 27, 1977	
August 22, 1977	Johnson and Lao
August 24, 1977	Stephenson and Johnson
September 13, 1977	None
October 11, 1977	None
November 8, 1977	Stephenson, Mann
Non meeting in December	
January 17, 1978	Shea, Stephenson
February 14, 1978	Stephenson, Acevez, Lee
February 23, 1978	Acevez, Johnson, Lee
March 14, 1978	Stephenson
April 11, 1978	Acevez, Stephenson, Johnson

With the exception of Melvin Buck and Rosina Lao, the ex officio were absent from all meetings. Mr Stephenson's absences were due to professional duties.

IV Questions discussed by the Committee:

1. Prepaid Legal Services, Inc
2. Propriety of appointing a member of the Welfare committee to the Employee Benefits Committee
3. Revision of State Retirement Salary Computational Base
4. Collective Bargaining
5. Salary Analysis of EGU
6. Group Purchasing
7. Faculty Identification cards
8. Insurance benefits
9. Travel fund allocations
10. Blue Cross premium increases
11. Chancellor Search Committee ad hoc faculty Committee for Interview of Chancellor nominees
12. Fringe benefits as pertaining to athletic facilities.

13. Faculty course auditing procedures
14. Reduced fee medical serviced for general faculty
15. Relationship between Faculty Welfare Committee and Employee Benefits Committee
16. Premium increase of Home Security Life Insurance Group Life Plan (With Employee Benefits Committee 14 February 1978)
17. Faculty Salary Improvement Funds
18. Unit Chairpersons informing faculty of proposed salary increases prior to submission to Administration.
19. Insurance on personal office equipment located on campus.
20. Summer session salary

V Recommendations made by the Committee and Resolutions passed by the Faculty Senate

1. Resolutions on Faculty Identification Cards made to Faculty Senate and approved November 16, 1977
2. Resolution on Revision of State Retirement Computational Salary Base and approved November 16, 1977 by the Faculty Seante
3. Resolution on North Carolima PrePaid Legal Services, Inc Program made to Faculty Seante. Approved March 21, 1978.
4. Presented interim report on Faculty salary analysis and statement on Faculty Improvement Funds to Senate on 18 April 1978.

VI. Evaluation of the Committee's:

- A. Structure: Satisfactory
- B. Duties: Clearly defined and satisfactory
- C. Functions: Satisfactory
- D. Membership: Satisfactory
- E. Suggestions for Improvement: None

Annual Report of the General College Committee

1977-1978

I. TO: Henry C. Ferrell, Chairman, Faculty Senate

FROM: Eugene E. Ryan, Chairman, General College Committee
Gay Blocker, Secretary

II. Membership of Committee:

Francis Belcik, Biology
Gay Blocker, Health and PE (Secretary)
Myra Cain, English
Robert Joyner, Mathematics
Ken Lewis, Allied Health
Terence McEnally, Physics
Eugene Ryan, Philosophy (Chair)
Mark McCoy, Student Representative

III. Meetings of the Committee

<u>Date of Meeting</u>	<u>Members Absent</u>
August 22, 1977 (Organizational)	Joyner, McCoy
August 31, 1977	Cain, McCoy
September 28, 1977	Belcik, McCoy
October 26, 1977	Blocker, McEnally, McCoy
November 30, 1977	McEnally, McCoy
January 25, 1978	Cain, McEnally, McCoy

IV. Committee reports to the Faculty Senate during the year:

-The statement on General Education at East Carolina University

V. Questions discussed by the Committee during the year:

- A. The statement on General Education at East Carolina University, originally proposed to the Faculty Senate in April 1977, was revised for resubmission.
- B. Advising for students in the General College was discussed, and a subcommittee was set up to interview faculty members who are advising in the General College, and to make specific recommendations concerning this advising.
- C. The Committee discussed the most efficient and fair way of considering the requests of units that one or more of their courses be accepted to satisfy General Education requirements, and established a subcommittee to draw up a form, based on the statement on General Education, whereby the process of considering such courses might be carried out.

VI. Committee Policy Recommendation - See IV.

VII. Response to the Committee Recommendation by Appropriate Agency:

-The statement on General Education at East Carolina University was approved by the Faculty Senate and subsequently ratified by the Chancellor.

VIII. Committee's Evaluation:

- A. Its structure: Satisfactory
- B. Its duties: Satisfactory
- C. Its function: Satisfactory
- D. Its personnel: Satisfactory

<u>Date of Meeting</u>	<u>Members Present</u>	<u>Members Absent</u>
August 22, 1977 (Orientation)	Joyner, McCoy	
August 31, 1977	Cain, McCoy	
September 28, 1977	Belick, McCoy	
October 26, 1977	Blocker, McEnally, McCoy	
November 30, 1977	McEnally, McCoy	
January 26, 1978	Cain, McEnally, McCoy	

IV. Committee reports to the Faculty Senate during the year.

-The statement on general education at East Carolina University

V. Questions discussed by the Committee during the year:

A. The statement on general education at East Carolina University, originally proposed to the Faculty Senate in April 1977, was revised for resubmission.

B. Advising for students in the General College was discussed, and a subcommittee was set up to interview faculty members who are advising in the General College, and to make specific recommendations concerning this advising.

C. The Committee discussed the most efficient and fair way of considering the requests of units that one or more of their courses be accepted to satisfy general education requirements, and established a subcommittee to draw up a form, based on the statement on General Education, whereby the process of considering such courses might be carried out.

ANNUAL REPORT OF THE FACULTY HEARING COMMITTEE

I. Date: April 14, 1978

To: Vice Chancellor for Administration and Planning
Chairman of the Faculty
Chairman, Committee on Committees
A Faculty Senator for Each Electoral Unit
Members of the Faculty Hearing Committee

From: Patricia Daugherty, Chair, Faculty Hearing Committee

Subject: Report for 1977-78 Academic Year

II. Membership of the Committee

Regular Members:

Tinsley E. Yarbrough
Patricia Daugherty, Chair
Edward Ryan
Carl Adler
H. G. Moeller, Secretary

Alternate Members:

Lionel Kendrick
Robert Hursey
Thomas Johnson
Vernie Saieed
Eugene Ryan
Philip Adler (elected 2/21/78 to
replace Vernie Saieed)

III. Meetings of the Committee

October 6, 1977 - Elected members absent: Edward Ryan, Carl Adler

Alternate members absent: Thomas Johnson, Lionel Kendrick,
Eugene Ryan

IV. Reports to the Faculty Senate during the year: none

V. Questions discussed by the Committee during the year: none

VI. Policy recommendations made by the Committee: none

VII. Response to the committee's recommendations by the appropriate agencies:
not applicable

VIII. Committee's evaluation of:

a. Its structure: adequate

b. Its duties: well defined in Appendix D

c. Its functioning: There have been no requests for hearings.

d. Its personnel: satisfactory.