

## FACULTY SENATE

The first regular meeting of the Faculty Senate for the academic year 1978/79 will be held on Tuesday, September 19, 1978, at 2:10 p.m. in Room 221, Mendenhall Student Center.

### AGENDA

1. Call to Order
2. Approval of the Minutes
3. Special Order of the Day
  - A. Announcements
  - B. Annual Report of Faculty Assembly (Professor Tom Johnson)
  - C. Due Process Committee Elections (see Appendix D, Section V, E.)  
(see attachment)
  - D. Hearing Committee Elections (see Appendix D, Section IV, C.) (see attachment)
  - E. Reconsideration Committee Elections (see Appendix D, Section VI, B.)  
(see attachment)
4. Unfinished Business
5. Report of Committees
  - A. Committee on Committees (Professor Rodney Schmidt) (see attachments)
  - B. Faculty Governance Committee (Professor Don Sexauer) (see attachment)
  - C. Instructional Survey Committee (Professor Marie Farr)
  - D. Teacher Education Committee (Professor William Holley)
  - E. University Computer Committee (Professor James Wirth)
6. New Business
  - A. Resolution on parking (Professor Carl Adler) (see attachment)

Agenda Item 3C. Due Process Committee Elections

Pat Daugherty, Biology	1979
Myron Caspar, Chemistry	1979
Robert Hursey, Mathematics	1979
_____	1980
_____	1980

Alternates for Due Process Committee

Robert Augspurger, Business	1979
Ray Martinez, Health & PE	1979
John Daniels, Mathematics	1979
_____	1980
_____	1980

-----  
Agenda Item 3D. Hearing Committee Elections

Tinsley Yarbrough, Political Science	1979
Carl Adler, Physics	1980
_____	1980
_____	1981
_____	1981

Alternates for Hearing Committee

Lionel Kendrick, Health & PE	1979
Philip Adler, History	1980
Eugene Ryan, Philosophy	1980
_____	1981
_____	1981

-----  
Agenda Item 3E. Reconsideration Committee Elections

Henry Ferrell, History	1979
Prem Sehgal, Biology	1980
Artemis Kares, Library Services	1980
_____	1981
_____	1981

Alternates for Reconsideration Committee

Don Sexauer, Art	1979
Otto Henry, Music	1980
Phil Cheng, Business	1980
_____	1981
_____	1981

-----

Agenda Item 5A. Committee on Committees

(1)

Student Recruitment and Retention Committee - 5 faculty members and 1 student member plus ex-officio: Dean of Admissions.

Quorum: 3 faculty members exclusive of ex-officio.

The Student Recruitment and Retention Committee recommends policies governing recruitment, orientation, and retention of students entering East Carolina University. The Committee makes special recommendations to the Dean of Admissions, to the Deans of Student Affairs, and to other appropriate agencies, regarding recruitment, orientation and retention problems.

(2)

Faculty Professional Development Committee - 9 faculty members and 3 student members plus ex-officio: Dean of the College of Arts and Sciences, Dean of one undergraduate professional school. The Deans of the undergraduate professional schools shall rotate from year to year in alphabetical order of their schools. All faculty members shall serve staggered three-year terms. The student members and the Deans of the undergraduate professional schools shall serve one-year terms.

Quorum: 6 elected faculty members exclusive of ex-officio.

The Faculty Professional Development Committee is charged with the responsibility of studying the methods and procedures for the identification of excellence in teaching, developing a program that assesses student and collegial opinion and assures its confidentiality. The Committee identifies recipients of the annual Alumni Association teaching awards. The elected faculty and ex-officio members of the Committee shall award university grants for projects to improve teaching. Six elected faculty members of the Committee selected by the Committee shall, jointly with the appropriate members of the University Research Committee, award grants for creative or instructional improvement projects which occur outside the normal academic year. The Committee shall promote and encourage teaching effectiveness.

(3)

University Research Committee - 12 faculty members plus ex-officio: Dean of the Graduate School. All faculty members shall serve staggered three-year terms. The membership of the Committee shall be as follows: 6 from the College of Arts and Sciences with no more than two each from Humanities, Social Sciences and the Sciences/Math; and 6 from the professional schools and other academic units with not more than 1 from each professional school. Each member shall have demonstrated scholarly accomplishment in the pursuit of creativity.

Quorum: 9 elected faculty members exclusive of ex-officio.

The University Research Committee shall award University research funds based on the merits of the proposals. It shall develop procedures for application by individual faculty, criteria for the awarding of grants, guidelines for the use of research funds, and procedures for the annual reporting of creative activity to the general faculty through symposia, publication, seminars, and other means. Proposals shall be accepted or rejected by a majority of the elected faculty members of the Committee. Six elected faculty members of the Committee selected by the Committee shall, jointly with the appropriate members of the Faculty Professional Development Committee, award grants for creative or instructional improvement projects which occur outside the normal academic year.

Agenda Item 6A. Resolution on Parking

WHEREAS, The parking situation at East Carolina University is severe and, furthermore,

WHEREAS, The faculty and staff work under different conditions to the detriment of the faculty in the finding of parking;

BE IT RESOLVED, That the Campus Facilities Planning and Development Committee develop a plan for a division of faculty and staff parking.

The Faculty Governance Committee recommends to the Faculty Senate the following procedures concerning the notification to conduct, standards for undertaking, and processes for reporting the results of the required unit evaluations and concurrent votes on the effectiveness of unit heads specified by the East Carolina University Code.

- (1) Notification of Units: The charge to the Faculty Governance Committee includes ". . . calls for the required unit re-evaluations specified by the East Carolina University Code of Operations." The Faculty Governance Committee shall issue that call on or before October 16, 1978, according to the standards and reporting processes that follow below.
- (2) The standards to be followed are those found in the East Carolina University Code:

EAST CAROLINA CODE, C.1: "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 three-fifths of the voting faculty

EAST CAROLINA CODE, C.2: "Concurrently, the voting faculty will vote by secret ballot on the effectiveness of its administrative officers. A negative vote of three-fifths of the voting faculty will be considered a defacto recommendation for the removal of the administrative officer."

Thus, given that the East Carolina University Code also calls for the use of Robert's Rules of Order, NV, compliance with the above statements from that Code requires:

- a) that an Evaluation Committee be elected in a unit meeting by secret ballot; the administrative officer is not eligible to serve on this committee.
  - b) that the Evaluation Committee draft procedures and specify additional areas of consideration for the evaluation of the unit. Since the unit will later vote on the evaluation report, it is suggested that the procedures and additional areas be approved by a majority of the voting faculty.
  - c) that the Evaluation Committee conduct the evaluation in accordance with those accepted procedures and areas of consideration and present its report to the voting faculty in a unit meeting; acceptance of the report either as presented or as amended in that meeting shall require approval by 3/5 of the voting faculty and all such voting shall be in a unit meeting and by secret ballot.
  - d) that in the same meeting a secret ballot vote on the effectiveness of the unit administrative officer shall be taken.
  - e) that the chairperson of the Evaluation Committee shall prepare ballots and supervise tallies on all votes taken.
- (3) Reporting the Results: EAST CAROLINA UNIVERSITY CODE, C.3: "The departmental Evaluation Committees of the College of the Arts and Sciences will forward the 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 (now Vice-Chancellor for Academic Affairs) or the Vice-Chancellor for Health Affairs as appropriate."

The Faculty Governance Committee further recommends that the Faculty Senate chairperson confer with the Chancellor for the purpose of designating the Parliamentarian of the Senate as officer to whom further questions from any unit concerning these requirements could be directed.

---

THE ABOVE RECOMMENDATIONS WERE PASSED BY THE FACULTY GOVERNANCE COMMITTEE ON MAY 5, 1978, FOR PLACEMENT ON THE AGENDA FOR THE FIRST FACULTY SENATE MEETING OF THE 1978-79 ACADEMIC YEAR.