

ANNUAL REPORT OF THE ADMISSIONS COMMITTEE

I. DATE: April 11, 1980
TO: Faculty Senate
FROM: Peggy Wood, Chairman

II. Membership of the Committee

Ex officio: Chancellor Brewer; Vice Chancellor for Academic Affairs
Robert H. Maier (Susan McDaniel); Chairman of the Faculty
Tom Johnson; and Director of Admissions Walter Bortz

Peggy Wood, Allied Health, Chairman	1980
Rosina Lao, Psychology, Alternate	1980
Don Clemens, Chemistry, Vice Chairman	1981
Walter Calhoun, History	1981
George Williams, HPERS, Alternate	1981
Graham Davis, Biology	1982
Henry Stindt, Art	1982

Student: Dora Woolard

III. Committee Meetings (dates and members absent)

		<u>Appeals</u>
April 17, 1979	Calhoun, Rice	0
May 7, 1979	Lao, Pierce	17
June 12, 1979	Calhoun	23
July 31, 1979	Bissinger, Calhoun, Lao, Rice	45
August 20, 21, 1979	Rice	360
October 5, 1979	Lao	0
November 19, 1979	Calhoun, Stindt	0
December 13, 1979	Davis	33
January 3, 1980	Stindt	18
February 28, 1980	Stindt	0
April 8, 1980	Williams, Stindt, Clemens	3

(Please note that absences were usually due to class conflicts)

IV. Date of Reports to the Faculty Senate During the Year: January 28, 1980

V. Specific Instructions Given to the Committee by the Faculty Senate: None

VI. Committee Organization, Subcommittees, Research Activities, etc.

During the 1979-80 academic year, the committee has served as an appeals board for students who have not met admission and retention requirements. In addition, much time has been spent by full committee and ad hoc committee reviewing and revising scholastic eligibility standards.

Studies conducted:

- 1) Survey of state colleges and universities to determine academic suspension policies.
- 2) Study to determine pros and cons of a change in academic suspension policy at East Carolina University

VII. Committee accomplishments including recommendations to agencies other than the Faculty Senate

A. Items requiring Faculty Senate action:

Change in Scholastic Eligibility Standards presented to Faculty Senate for approval on January 29, 1980. Amended from the floor and approved by the Faculty.

B. Others

April 17, 1979: Reviewed proposal from the Department of Foreign Languages for reinstatement of foreign language as an entrance requirement. Tabled decision until additional information is available to justify change.

June 12, 1979: Reviewed report of ad hoc committee outlining pros and cons of change in academic suspension policy

October 5, 1979: Reviewed a revised charge of the Admissions Committee as requested by Committee on Committees. Approved with minor changes.

November 19, 1979: Reviewed a proposal from the Committee on Committees that a possible merger of the Credits, Student Recruitment and Retention, and Admissions Committees be considered. Voted for non-adoption of this proposal.

February 28, 1980: Reviewed a third proposal from the Committee on Committees for a possible merger of the Admissions Committee with certain other Faculty Senate Committees. Committee voted to support their decision of October 5, 1979, to maintain the Admissions Committee as a separate committee.

VIII. Citation of Resolution Numbers of Senate Resolutions: 80-1

IX. Proposals and/or Business to be Carried Over to Next Year:

Consideration of reinstatement of foreign language requirement for admission.

X. Evaluation of Committee:

Structure, Duties, Functions: Satisfactory
Personnel have performed very well.

XI. Suggestions for Improving the Effectiveness of the Committee:

None.

Peggy Wood,
Chairman

Walter Calhoun
Secretary

ANNUAL REPORT OF THE CALENDAR COMMITTEE
1979-80

I. DATE: April 25, 1980

TO: Tom Johnson, Chairman of the Faculty

FROM: Charles L. Price, Chairman, Calendar Committee

II. Membership of the Committee:

Ex officio: Chancellor Thomas B. Brewer

Vice Chancellor for Academic Affairs Robert H. Maier

Vice Chancellor for Student Life Elmer Meyer, Jr.

Vice Chairman of the Faculty Robert Hursey

Elected Members:

Chairman: Charles L. Price, History

Secretary: Carlton Heckrotte, Biology

Floyd Mattheis, Science Education

Frank Saunders, Mathematics

Marilyn Stephenson, Library Services

Students: Malanie Hite, Pat Quinn

Resource Persons: Rudolph Alexander, Mendenhall Student Center

Joe Clark, Student Supply Store

Cliff Moore, Vice Chancellor for Business Affairs

J. Gilbert Moore, Registrar

Susan McDaniel, Associate Vice Chancellor for
Academic Affairs

III. Committee Meetings (dates and members absent)*

October 4, 1979 (Hite, Hursey)

November 6, 1979

December 11, 1979 (Hite)

April 4, 1980 (Quinn, Hursey, Meyer)

*Chancellor Brewer and Vice Chancellor Maier did not attend the meetings of the committee. Academic Affairs was represented by Dr. Susan McDaniel.

IV. Date of Reports to the Faculty Senate during the Year:

September 25, 1979

March 24, 1980

April 22, 1980

V. Instructions Given to the Committee by the Faculty Senate:

At its March meeting the Faculty Senate instructed the committee to reconsider the pre-registration dates and the exam schedule for the 1982-83 calendar and to report back at the April meeting. The committee was also instructed in future calendars to hold open hearings.

VI. Committee Organization, Subcommittees, Research Activities:

The committee uses ad hoc subcommittees to prepare the original draft of the proposed calendars, but otherwise functions as a whole.

VII. Committee Accomplishments and Recommendations to Agencies Other Than the Faculty Senate:

The committee prepared and submitted to the Faculty Senate calendars for the summer term 1981 and for the academic year 1982-83 and for the summer term 1982.

The committee also informally advised approval by the Vice Chancellor for Academic Affairs of the use of block scheduling by the Department of Medical Technology.

VIII. Senate Resolutions Originated with the Committee:

Resolutions 79-34, 80-20, 80-30.

IX. Proposals and/or Business to be Carried Over to Next Year:

None

X. Evaluation of the Committee:

- A. Structure: Satisfactory
- B. Duties: Satisfactory
- C. Functions: Satisfactory
- D. Personnel: Excellent

XI. Suggestions for Improving the Effectiveness of the Committee:

None

Charles L. Price, Chairman
Carlton Heckrotte, Secretary

ANNUAL REPORT OF THE
CAMPUS FACILITIES PLANNING AND DEVELOPMENT COMMITTEE

I. DATE: April 11, 1980
TO: Chairman of the Faculty
FROM: Charles W. Moore

II. Membership:

Ex officio: Thomas Brewer, Thomas Johnson, Robert Maier,
Elmer Meyer, Cliff Moore

Faculty: V. J. Bellis, John Bray, J. W. Byrd, Patricia Garton,
Charles W. Moore (Chair), Patricia Rice (Secretary),
Ralph Steele (Vice Chair).

Students: Peter Meyers, Al Patrick, Pat Quinn

III. Meetings: (Dates and Members Absent)

September 20, 1979 (Students: Meyers, Patrick, Quinn)
October 11, 1979 (Cancelled for lack of quorum)
November 8, 1979 (Bray, Byrd, Steele, Students: Meyers, Patrick, Quinn)
December 13, 1979 (Students: Meyers, Quinn)
January 24, 1980 (no quorum - informal discussion)
February 5, 1980 (Students: Meyers, Patrick, Quinn)
March 18, 1980 (Bellis, Students: Meyers, Quinn)
April 1, 1980 (Bray, Students: Meyers, Patrick, Quinn)

IV. Reports to Faculty Senate: None

V. Specific instructions given to committee by Faculty Senate: None

VI. Committee organization, subcommittees, research:

At the request of Chancellor Brewer, J. W. Byrd and Charles W. Moore served to represent the Campus Facilities Committee on the ad hoc committee formed to write the charge for the new University Facilities Planning and Development Committee.

Otherwise, standard committee procedure was followed with the Chair presiding and generally establishing the agenda.

VII. Committee Accomplishments:

The Chair met with the Committee on Committees and suggested that any revision of the charge of the Campus Facilities Planning and Development Committee be delayed until the function of the newly established University Facilities Planning and Development Committee had been clarified.

VII. (continued)

The Committee has been pursuing the feasibility of a faculty/student/staff "Campus Pride" program. The Chair wrote an article which appeared in Pieces of Eight. Discussions were held with campus student organizations as well as Gene Howell (Campus Maintenance) and Doug Caldwell (Buildings and Grounds).

VIII. Citation of Senate Resolutions: None

IX. Business to be carried over to next year:

Follow through on "Campus Pride" project.

X. Evaluation of Committee:

A. Structure: Satisfactory

B. Duties: Due to the establishment of the University Facilities Development and Planning Committee, the duties of this committee are uncertain.

C. Function: Uncertain

D. Personnel: Satisfactory - Student participation was limited.

XI. Suggestions for improving the committee effectiveness:

The usefulness of this committee should be seriously questioned.

Charles W. Moore
Chairman

Patricia Rice
Secretary

ANNUAL REPORT OF THE CAREER EDUCATION COMMITTEE

I. DATE: April 7, 1980
TO: Faculty Senate
FROM: Career Education Committee

II. Membership of the Committee:

Joan Cassilly, Home Economics	1980
John Childers, Psychology	1980
Rosalie Haritun, Music	1980
William Hoots, Industrial Technology	1982
Larry Hough, Political Science	1982
Gerhard Kalmus, Biology	1981
Belinda Lee, Nursing	1980
Leonard Lilley, Education	1981
Phyllis Smith, Counseling Center	1982
Joe Buske, Art	1981
Fred Hamblen, Business	1982
Margaret Nelson, Allied Health	1981
Lynn Bell, SGA	
Mike Joyner, SGA	

Ex officio: Thomas Brewer, Chancellor
Furney James, Career Planning & Placement
Tom Johnson, Chairman of the Faculty
Elmer Meyer, Vice Chancellor for Student Life
Robert Maier, Vice Chancellor for Academic Affairs
Invited Guest: Betsy Harper, Cooperative Education

III. Committee Meetings and Members Absent:

August 27, 1979	-- Organizational Meeting
September 10, 1979	-- Brewer, Buske, Hamblen, Haritun
October 8, 1979	-- Brewer, Cassilly, Johnson, Lee
November 12, 1979	-- Brewer, Buske, Hamblen, Johnson, Kalmus, Maier, Meyer
December 10, 1979	-- Brewer, Buske, Hoots, Johnson, Maier, Meyer, Nelson
January 14, 1980	-- Brewer, Buske, Cassilly, Hough, Joyner, Lilley, Maier Meyer, Nelson
February 7, 1980	-- Bell, Brewer, Buske, Hamblen, James, Johnson, Joyner, Maier, Meyer, Nelson
March 7, 1980	-- Bell, Brewer, Johnson, Joyner, Maier, Meyer, Hoots, Hough, Nelson

IV. Date of Reports to the Faculty Senate During the Year: February 26, 1980

V. Specific instructions, if any, given to the Committee by the Faculty Senate, other than those found in the Committee's constitutional charge: A response was developed to proposed changes in the Career Education Committee's charge by the Committee on Committees.

VI. A brief statement of committee organization, subcommittees, research activities, etc.

Chairperson: Childers
Vice Chairperson: Haritun
Secretary: Lee

- Ad Hoc Committee requested by James to survey career education activities of agencies and departments on campus: James, Hoots, Lee, Smith, and Joyner
- Ad Hoc Committee to identify funding needs and resources: Harper, Childers, Haritun, James, Smith, Joyner, and Bell
- Participation in University Planning Commission by Committee members representing the committee.
- Data presented on SDQ of College Board.
- Investigated use of Federal work/study money as a means of developing a position for career exploration.

VII. List of Committee accomplishments including recommendations made to agencies other than Faculty Senate: Evaluation of Survey of Career Education Activities sent to Vice Chancellor for Student Life via Furney James.

VIII. Citation of the resolution numbers of Senate resolutions that originated with the Committee: 80-10.

IX. Proposals and/or business to be carried over to next year:

- (1) Follow up on 79-15.
- (2) Follow up on 80-10.
- (3) Investigate Federal and State funding sources.
- (4) Follow up needs of departments expressed in Survey of Career Education Activities.

X. Evaluation of the Committee: The Committee anticipates changes proposed from the Committee on Committees.

- (A) Structure: The Committee anticipates clarification of its structure from the Committee on Committees.
- (B) Duties: The charge of the Committee continues to be confusing and far greater than the authority of the committee. Clarification is expected from the Committee on Committees.
- (C) Function: Resolutions were appropriately presented to the Faculty Senate.
- (D) Personnel: Outstanding! Student attendance and involvement was improved.

XI. Suggestions for improving the effectiveness of the Committee: A representative from Cooperative Education should be added as ex officio to the Committee.

John Childers
Chairman

Belinda Lee
Secretary

ANNUAL REPORT OF THE COMMITTEE FOR TEACHING EFFECTIVENESS

- I. DATE: May 8, 1980
TO: Faculty Senate
FROM: Tom Sayetta, Chairman

II. Membership of the Committee:

Philip Adler, History
Caroline Ayers, Chemistry
Anne Briley, Library
Tom Eamon, Political Science
Marie Farr, English
Bob Graham, Psychology
Louise Haigwood, Nursing
Bob Muzzarelli, Allied Health
Greg Ross, Philosophy
Tom Sayetta, Physics
Cheryl Boehm, Student
Kay Bowman, Student
Al Patrick, Student

Ex officio: Thomas Brewer
Richard Capwell
Tom Johnson
Douglas Jones
Robert Maier

III. Full Committee Meetings

August 27, 1979	December 11, 1979
August 30, 1979	January 15, 1980
September 11, 1979	January 22, 1980
October 9, 1979	February 5, 1980
October 16, 1979	February 19, 1980
October 30, 1979	March 20, 1980
November 13, 1979	April 8, 1980
November 19, 1979	April 17, 1980
November 27, 1979	

The subcommittees met about 10 times.

- IV. Date of Reports to the Faculty Senate During the Year: September 25, 1979; January 29, 1980; April 22, 1980

V. Specific Instructions Given to Committee by Faculty Senate:

- A. Chairman should appear before Senate at September and January meetings.
B. Prepare a list of funded proposals.

VI. Brief Statement of Committee Organization, Subcommittees, etc.

The committee had three subcommittees:

- A. Identification of Characteristics of Effective Teaching
B. Promote and Encourage Teaching Effectiveness
C. Assess Collegial Opinion of Distinction in Teaching

Subcommittees reported recommendations to the committee as a whole.

VII. Committee Accomplishments:

- A. Developed questionnaire which can be used by faculty for self improvement of teaching.
- B. Determined 2 outstanding teachers for awards by Alumni Association.
- C. Evaluated 75 proposals seeking funds for projects to improve teaching effectiveness.
- D. Evaluated 41 proposals seeking summer grants--in conjunction with research committee.
- E. Helped develop the committee charge.

VIII. Resolution Numbers Originating with the Committee: None

IX. Proposals and/or Business to be Carried Over to Next Year:

The two outstanding teachers of item VII.B will be determined during the summer. The awards will be given in the fall of 1980.

X. Evaluation of the Committee:

- A. Structure: Basically OK
- B. Duties: Some members feel that there are too many
- C. Functions: Some members feel that there is not enough time left after the other duties to work on programs to improve teaching.
- D. Personnel: Exceptional, conscientious, dedicated

The relationship between the Alumni Association and the committee (in regard to determining the two outstanding teaching awards) needs to be clarified.

XI. Suggestions for Improving the Effectiveness of the Committee:

Don't give the committee any additional duties; it has enough.

Thomas Sayetta
Chairman

ANNUAL REPORT OF THE COMMITTEE ON COMMITTEES

I. DATE: April 10, 1980
 TO: Thomas Johnson, Chairman of Faculty
 FROM: Eugene Ryan, Chairman
 Ione J. Ryan, Secretary
 Committee on Committees

II. Membership of the committee (including ex officio members).

Caroline Ayers, Vice Chair	1980
Artemis Kares	1980
Rosina Lao	1980
Eugene Ryan, Chair	1980
Ione Ryan, Secretary	1980

Ex officio: Tom Johnson, Chairman of the Faculty
 Henry Ferrell, Past Chairman of the Faculty
 Rodney Schmidt, Past Chairman of the Committee on Committees
 Thomas Brewer, Chancellor

III. Committee Meetings (dates and members absent)

August 27, 1979	None
September 4, 1979	None
September 18, 1979	Johnson, Schmidt
October 8, 1979	Schmidt
October 22, 1979	Schmidt
November 6, 1979	Schmidt
November 26, 1979	Ryan, Schmidt, Ferrell
December 10, 1979	Ryan, Schmidt
January 14, 1980	Ryan, Schmidt
January 21, 1980	Ryan, Schmidt
February 4, 1980	Ferrell, Johnson, Schmidt
February 18, 1980	Schmidt
March 17, 1980	Johnson, Schmidt
March 31, 1980	Johnson, Schmidt
April 1, 1980	Johnson, Ferrell, Schmidt

IV. Date of Reports to the Faculty Senate during the year.

September 25, 1979
 October 23, 1979
 November 20, 1979
 December 11, 1979
 January 29, 1980
 February 26, 1980
 March 24, 1980
 April 18, 1980
 April 19, 1980

- V. Specific instructions, if any, given to the committee by the Faculty Senate, other than those found in the committee's Constitutional charge.

None.

- VI. A brief statement of committee organization, subcommittees, research activities, etc.

The Committee, in keeping with its charge and by mandate of the Faculty Senate (1978-79), has started the process of reviewing the charges, membership, and organization of all Senate Committees and recommending revised charges to the Senate for final consideration and action. In addition, the Committee made faculty assignments to Senate Committees.

- VII. List of committee accomplishments including recommendations made to agencies other than the Faculty Senate.

The Committee revised charges of the following committees which were approved by the Senate during the year:

- | | |
|----------------------------|--------------------------|
| 1. Career Education | 4. Faculty Welfare |
| 2. Committee on Committees | 5. University Computer |
| 3. Faculty Affairs | 6. Teacher Effectiveness |

Charges of the following committees were reviewed by the Committee and approved as they stand with minor editorial changes.

1. Due Process
2. Hearing
3. Reconsideration

The Committee presented faculty nominations to Academic Committees to the Senate for approval.

- VIII. Citation of the resolution numbers of Senate resolutions that originated with the committee.

Not applicable.

- IX. Proposals and/or business to be carried over to next year.

Continuation and completion of review of Senate committees' charges.

- X. Evaluation of the committee

- A. Structure - Satisfactory
- B. Duties - Satisfactory
- C. Functions - Satisfactory
- D. Personnel - Excellent

- XI. Suggestions for improving the effectiveness of the committee. None.

Eugene E. Ryan, Chair
Ione J. Ryan, Secretary

ANNUAL REPORT OF THE COMMITTEE ON EDUCATIONAL POLICIES AND PLANNING

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I. DATE: April 11, 1980
TO: Faculty Senate
FROM: Patricia Daugherty, Chair

II. Membership of the Committee

Ex officio: Chancellor Brewer
Thomas Johnson, Chairman of the Faculty
William Grossnickle (University Curriculum Committee)
William Holley (Teacher Education Committee)
James Joyce (Library Committee)
Peggy Wood (Admissions Committee)
Henry Ferrell (General College Committee)
Vila Rosenfeld (Continuing Education Committee)
Charles Moore (Campus Facilities Planning and Development)
Thomas Sayetta (Committee for Teaching Effectiveness)
Lokenath Debnath (University Research Committee)
Ernest Schwarz (Graduate School Policies Committee)
Carol Hampton (Graduate School Curriculum Committee)
Ray Martinez, Vice Chair
Robert Rasch, Secretary
Patricia Daugherty, Chair

III. Committee Meetings (Dates and members absent)

September 27, 1979 (Hampton, Jones)
October 17, 1979 (Wood, Moore, Schwarz)
November 8, 1979 (Brewer, Holley, Joyce, Ferrell, Debnath, Hampton, Rasch)
December 5, 1979 (Grossnickle, Rosenfeld, Debnath, Martinez)
December 12, 1979 (Hampton, Holley, Ferrell, Brewer)
January 31, 1980 (Holley, Wood, Rosenfeld, Sayetta, Martinez)
February 28, 1980 (Grossnickle, Joyce, Sayetta, Debnath)
March 21, 1980 (Hampton, Ferrell, Holley, Debnath, Martinez)

An additional meeting is scheduled for April 24, 1980.

IV. Date of reports to the Faculty Senate during the year:

November 20, 1979; March 24, 1980

V. Instructions given to the Committee by the Faculty Senate:

None. A request from the Senate in 1978-79 that the Committee investigate summer school salaries for long-range planning purposes has not as yet been responded to.

VI. Committee organization, subcommittees, research activities:

The Committee functions as a whole. Ad hoc subcommittees may be appointed as needed.

VII. Committee accomplishments and recommendations to agencies other than the Faculty Senate:

The Committee has been studying the budget processes with the assistance of Chancellor Brewer and Vice Chancellor Moore.

The Committee made recommendations to the Planning Commission concerning the Philosophy and Goals statement, and the charges of the Planning Subcommissions on Academic Programs, Student Service, and Public Service. The Committee has established a working relationship with the Planning Office.

VIII. Senate resolutions originating with the Committee:

Resolution 79-45

IX. Proposals and/or business to be carried over to next year:

Development of a statement on the role of the faculty in salary and budgetary matters.

The Committee will continue to follow the Planning process.

The Committee needs to respond to the question of summer school salaries.

X. Evaluation of the Committee:

A. Structure: appropriate to the charge of the Committee

B. Duties: appear to be well defined in the charge

C. Functions: The Committee has functioned well during the year. It needs to acquire more expertise in budgetary matters. The administration has been helpful in this regard.

D. The members served responsibly.

XI. Suggestions for improving the effectiveness of the committee: None

Patricia Daugherty
Chairperson

Robert Rasch
Secretary

ANNUAL REPORT OF THE CONTINUING EDUCATION COMMITTEE

I. DATE: April, 1980
TO: Faculty Senate
FROM: Continuing Education Committee

II. Membership of the Committee

Ex officio: Chancellor Brewer
Vice Chancellor for Academic Affairs, Robert Maier
Dean of Division of Continuing Education, David Middleton
Director of Guidance & Counseling, George Weigand
Director of Admissions, Walter Bortz

Herbert Carlton, Political Science (Secretary) (Resigned 3/80) 1980
Vila Rosenfeld, Home Economics (Chairperson) 1980
Mary J. Bratton, History 1981
Meta Downes, Allied Health 1981
Charles Garrison, Sociology/Anthropology (Vice Chair) 1982
Betty Levey, Education (Appointed 3/28/80) 1980

Student: Lynn Patterson

III. Committee Meetings (Dates and Members Absent)

August 27, 1979	Carlton, Garrison, all ex officio members
October 1, 1979	All ex officio members (Phelps for Middleton)
November 6, 1979	All ex officio members except Middleton
December 4, 1979	Rosenfeld, all ex officio members (Phelps for Middleton)
February 5, 1980	Downes, all ex officio members
April 14, 1980	Levey, Downes, all ex officio members except Middleton
March 4, 1980	Cancelled - Lack of Quorum
March 18, 1980	Cancelled - Lack of Quorum

IV. Date of Reports to the Faculty Senate During the Year.

None scheduled.

V. Specific Instructions Given to Committee by Faculty Senate

None

VI. A Brief Statement of Committee Organization, Subcommittees, Research Activities, etc.

V. Rosenfeld, Chairperson
C. Garrison, Vice Chairperson (Acting Secretary for April)
H. Carlton, Secretary through February 1980

VII. List of Committee Accomplishments

Orientation of Committee members - Role of Division of Continuing Education
Discussion of record keeping procedures regarding students enrolled in Continuing Education Classes.
Reviewed the status of the General Studies Degree Proposal
Discussed faculty salaries, course cancellations and length of terms for Continuing Education

Two revisions regarding charge made to Committee on Committees. A third revision being forwarded to the Committee on Committees for reconsideration. Appeared at meeting of Committee on Committees to discuss charge of the committee.

Recommendation by C. Garrison accepted, as revised. Resolution is as follows:

WHEREAS the recruitment of a quality faculty is necessary to the development of quality in an educational program, and

WHEREAS the stipend for undergraduate faculty assignments in the last decade has increased approximately 17-20% while tuition has increased 67 percent and the cost-of-living has increased approximately 100 percent, and

WHEREAS, we believe this drastic reduction in the value of the teaching stipend has a negative impact upon faculty recruitment and morale which is damaging to the program,

THEREFORE BE IT RESOLVED that there is an imperative need for a substantial increase in the faculty stipend.

VIII. Citation of the resolution numbers of the Senate resolutions originating with the committee:

None

IX. Proposals and/or business to be carried over to next year.

General Studies Degree Proposal

X. Evaluation of the committee

A. Structure - Good

B. Duties - Good

C. Functions - Good

D. Personnel - Good

XI. Suggestions for improving the effectiveness of the committee.

Continue consideration of General Studies Degree Proposal.

Vila Rosenfeld, Chair

Charles Garrison, Acting Secretary

ANNUAL REPORT OF THE COURSE DROP APPEALS COMMITTEE

I. DATE: April 11, 1980
TO: Thomas Johnson, Chairman of the Faculty
FROM: William Martin, Chair
Course Drop Appeals Committee

II. Membership of the Committee:

Ex officio: Thomas Brewer, Chancellor
Thomas Johnson, Chairman of the Faculty

William Martin, Education, Chair	1980
Marsha Ironsmith, Psychology, Secretary	1981
Paul Haggard, Mathematics, Vice Chair	1980
Robert Bunger, Sociology/Anthropology	1980
Linda Snyder, Home Economics	1981
John Warren, English	1981

Student: Peter Meyers

III. Committee meetings (dates and elected members absent)

October 10, 1979 (Organizational Meeting) - None
November 28, 1979 - Bunger
December 12, 1979 - Ironsmith
April 8, 1980 - Warren, Haggard

IV. Date of reports to the Faculty Senate during the year:

Annual report, April 11, 1980

V. Specific instructions, if any, given to the committee by the Faculty Senate, other than those found in the committee's Constitutional charge:

None.

VI. A brief statement of committee organization:

The committee has seven voting members. The committee met on a designated day of the week, but only when a student petition was to be considered.

VII. Committee Accomplishments:

Three student petitions to drop courses were reviewed: one was approved and two were denied. One additional appeal reviewed April 8, 1980 and the appeal was denied.

VIII. Citation of Resolution Numbers of Senate Resolutions: None

IX. Proposals and/or business to be carried over to next year: None

X. Evaluation of the Committee:

- A. Structure: Satisfactory
- B. Duties: Clearly defined
- C. Functions: Satisfactory
- D. Personnel: Effective and efficient

XI. Suggestions for Improving the Effectiveness of the Committee:

The committee recommends approval of the Committee on Committee's revised charge, combining this committee with others to form an Undergraduate Attraction, Admissions, and Academic Progress Committee and an Undergraduate Student Appeals Committee.

William B. Martin
Chairman

Marsha Ironsmith
Secretary

ANNUAL REPORT OF THE CREDITS COMMITTEE

I. DATE: April 25, 1980
TO: Tom Johnson, Chairman of the Faculty
FROM: Geneva Yadav, Credits Committee Chairman

II. Membership of the Committee:

Bernard Kane, Environmental Health
Frances Dudley, Mathematics
John East, Political Science
Geneva Yadar, Home Economics
Paul Hartley, Art

Ex officio:
Vice Chancellor Robert Maier
Vice Chairman of the Faculty
Robert Hursey

Student: Diane Abbott

III. Committee Meetings (Dates and Members Absent)

August 27, 1979 (organizational)
November 29, 1979 (East, Maier, Hursey, Abbott)
February 11, 1980 (East, Maier, Hursey, Kane, Abbott-schedule conflict)
February 27, 1980 (East, Maier, Hursey, Kane, Abbott-schedule conflict)

IV. Reports to the Faculty Senate: None

V. Specific Instructions Given to the Committee: None

VI. Statement of Committee Organization, Subcommittees, etc.

The committee acted as a whole. No subcommittees or research committees.

VII. Committee Accomplishments:

The only business handled by the committee pertained to proposed committee charges and committee reorganization. The committee was unable to cast a favorable vote for the combination of the Credits, Admissions, and Retention Committees. The committee did, however, approve a revised charge sent by the Committee on Committees. The formation of an Undergraduate Attraction, Admissions and Academic Progress Committee which was proposed by the Student Recruitment and Retention Committee was rejected.

VIII. No resolutions were initiated by the Committee.

IX. There is no unfinished business.

X. Evaluation of the Committee:

- A. Structure: Adequate
- B. Duties: Adequate
- C. Functions: Adequate
- D. Personnel: Satisfactory (one committee member did not attend any meetings)

Geneva Yadav, Chairman
Frances Dudley, Secretary

ANNUAL REPORT OF THE DUE PROCESS COMMITTEE

- I. DATE: April 1, 1980
TO: Thomas Johnson, Chairman of the Faculty
FROM: Jo Ann F. Jones, Chairperson
Due Process Committee
- II. Membership of the Committee (including ex officio members)
- Eugene E. Ryan, Philosophy 1980
Susan T. Smith, Allied Health, Secretary 1980
Trenton G. Davis, Allied Health, Vice Chair 1981
Jo Ann F. Jones, English, Chairperson 1981
Lawrence E. Hough, Political Science 1981
- Alternates
Patricia Dunn, Health and Physical Education (First) 1980
Robert Morrison, Chemistry (Second) 1980
Anne Briley, Library Services (Third) 1981
Kenneth Davis, Math (Fourth) 1981
Caroline Ayers, Chemistry (Fifth) 1981
- Ex Officio: Thomas Brewer, Chancellor
Thomas Johnson, Chairman of the Faculty
- III. Committee Meetings (date and members absent)
Organizational Meeting, October 9, 1979
(Alternates: Patricia Dunn, Robert Morrison, Kenneth Davis and
ex officio members: Thomas Brewer, Thomas Johnson)
- Officers were elected, and the order of alternates was determined as
listed above.
- IV. Date of Reports to the Faculty Senate: None
- V. Specific Instructions from the Faculty Senate: None
- VI. Committee Organization, Subcommittees, Research Activities, etc.
None (No cases were presented to the Committee during the year).
- VII. Committee Accomplishments: None (No cases were presented during the year.)
- VIII. Citation of Resolution Numbers of Senate Resolutions: None
- IX. Proposals and/or Business to be Carried Over to Next Year: None
- X. Evaluation of the Committee
A. Structure: Adequate
B. Duties: Clearly defined in the Faculty Manual
C. Functions: Adequate
D. Personnel: Satisfactory
- XI. Suggestions for Improving the Effectiveness of the Committee: None

Jo Ann F. Jones
Chairperson

ANNUAL REPORT OF THE FACULTY AFFAIRS COMMITTEE

- I. DATE: April 10, 1980
TO: Tom Johnson, Chairman of the Faculty
FROM: Michael Bassman, Chairman
Faculty Affairs Committee

II. Membership of the Committee (including ex officio members)

Ex officio: Thomas Brewer, Chancellor
Tom Johnson, Chairman of the Faculty

Michael Bassman, Foreign Languages, Chair	1980
Richard Lauffer, HPERS, Secretary	1982
Jean Lowry, Geology	1981
Charles Moore, Psychology	1980
Ione Ryan, University Counseling Center	1982
Sandra Wurth-Hough, Political Science	1981
Ed Reep, Art, Alternate (replaced Trenton Davis on 26 March)	1982
Gregory Ross, Philosophy, Alternate	1981

III. Committee Meetings (dates and members absent)

August 27, 1979	Moore, Ross
September 18, 1979	Davis, Moore, Ross
October 22, 1979	Davis, Lowry
November 12, 1979	Lowry
December 10, 1979	Davis, Lauffer, Ryan
January 28, 1980	Ryan
February 11, 1980	none
March 17, 1980	Lowry, ex officio Johnson
March 26, 1980	none
April 14, 1980	Lauffer

IV. Dates of reports to the Faculty Senate during the year:

October 23, 1979

V. Specific instructions, if any, given to the Committee by the Faculty Senate other than those found in the Committee's Constitutional charge:

In order to comply with the UNC Board of Governors' Code, the Committee was charged with revising the section of Appendix D of the ECU Faculty Manual that relates to the retirement of non-tenured employees.

VI. A brief statement of Committee organization, subcommittees, research activities, etc.

A faculty member who has a grievance petitions the Faculty Affairs Committee for redress. The petition must be written and must set forth in detail the nature of the grievance and against whom it is directed. After submitting the petition to the chairperson of the Faculty Affairs Committee, the petitioner is invited to present orally the grievance before the entire committee. Following the presentation, the Committee decides whether the grievance falls within its authority, whether the petitioner has exhausted appropriate channels, and whether the grievance merits a detailed investigation. If the

case is accepted, the chairperson will appoint a subcommittee to investigate the case and then report back to the full committee. The full committee then decides what further action is warranted.

VII. List of Committee accomplishments including recommendations made to agencies other than the Faculty Senate.

A. Subcommittees were appointed to investigate the following grievance cases:

1. A member of the Department of Industrial and Technical Education charged salary discrimination. The subcommittee, after meeting with department/administrative persons, recommended an adjustment in salary to the Vice Chancellor for Academic Affairs. The outcome of the case was a suspension of the grievance by the faculty member until salary recommendations for 1980-81 have been announced.
2. A member of the Department of Foreign Languages and Literatures charged salary discrimination. The case is still under investigation by a subcommittee.
3. A member of the Department of Foreign Languages and Literatures charged improper procedures concerning promotion on the departmental level. The case is still under investigation by a subcommittee.

B. Discussion of the charges of the Committee. The Committee expressed concern for faculty members who are not familiar with the channels to be followed with an informal grievance. It was felt that all faculty should be made aware of the grievance procedures.

C. The Vice Chancellor for Academic Affairs requested that the Committee draw up criteria for emeritus status for ECU faculty. The Committee undertook this responsibility and a subcommittee was appointed to prepare a list of criteria.

VIII. Citation of the resolution numbers of Senate resolutions that originated with the Committee.

(79-43) See Faculty Senate Minutes of October 23, 1979

IX. Proposals and/or business to be carried over to the next year.

If not resolved by the end of the academic year, the two grievance cases from the Department of Foreign Languages and Literatures.

X. Evaluation of the Committee.

- A. Structure: Satisfactory
- B. Duties: Satisfactory
- C. Functions: Satisfactory
- D. Personnel: Unsatisfactory (see XI)

XI. Suggestions for improving the effectiveness of the Committee

The membership of the Faculty Affairs Committee be increased by two in order to have a sufficient number of members to serve on subcommittees investigating grievance cases.

Michael Bassman, Chairman
Richard Lauffer, Secretary

ANNUAL REPORT OF THE FACULTY GOVERNANCE COMMITTEE

- I. DATE: April 14, 1980
TO: Faculty Senate Chair
FROM: Faculty Governance Committee
- II. Membership: Fred Ragan, History, 1980
Rodney Schmidt, Music, 1980
Myron Caspar, Chemistry, 1981
Robert Fulghum, Medicine, 1981
Artemis Kares, Library Services, 1982
Donald Sexauer, Art, 1982
Robert Woodside, Mathematics, 1982
Ex officio: Chancellor Brewer, Vice Chancellor Robert H. Maier,
Thomas Johnson, Chairman of the Faculty,
Henry Ferrell, Immediate Past Chair of the Faculty
- III. Committee Meetings (dates and members absent)
September 4, 1979 (Caspar)
September 13, 1979
October 4, 1979 (Caspar)
October 24, 1979
November 15, 1979 (Woodside, Ragan)
January 23, 1980 (Ragan, Caspar)
February 6, 1980 (Kares, Fulghum)
March 19, 1980 (Kares, Schmidt)
- IV. Dates of Reports to the Faculty Senate During the Year:
December 11, 1979; February 26, 1980; March 17, 1980
- V. Instructions Given to the Committee by the Faculty Senate:
To review and update the Charge of the Faculty Governance Committee
- VI. Committee Organization, Subcommittees, Research Activities, etc.
 - a subcommittee to meet with the Chancellor to discuss latest draft of the E.C.U. Code (Caspar, Sexauer, Fulghum, Woodside)
 - a subcommittee of one (Rodney Schmidt) to review appeal procedures in Unit Codes (80-17)
 - A. Kares to represent Faculty Governance on ad hoc committee to determine the role of faculty in budgetary and salary matters.
- VII. List of Committee Accomplishments:
 - A. Open Hearings on Revised ECU Code: November 13, 1979; November 27, 1979; December 11, 1979
 - B. Recommendation to Vice Chancellor for Academic Affairs concerning election procedures in College of Arts and Sciences (Faculty Governance Committee minutes of October 24, 1979)

- C. Recommendation to Dean of College of Arts and Sciences relative to Dean's Advisory Committee (Faculty Governance Committee minutes, October 24, 1979)
- D. (79-48) Revisions in Code of Operations of Philosophy Department
- E. (80-14) Revisions in Code of Operations of HPERS
- F. Return Science Education Code to Unit for further clarification.
- G. Recommendation to Political Science Department that they should follow procedures in E.C.U. Code concerning appointment of administrative officials.
- H. Prepared for the Faculty Senate a constitutional amendment to cover ex officio members of the Faculty Senate employing our present administrative structure.

VIII. Citation of Resolution Numbers Originating with the Committee:

79-48, 80-14, 80-17

IX. Proposals and/or Business to be Carried over to Next Year:

Final approval of the revised E.C.U. Code.

X. Evaluation of the Committee:

- A. Structure: Satisfactory
- B. Duties: Well defined
- C. Functions: Clear
- D. Personnel: Top Drawer

XI. Suggestions for Improving the Effectiveness of the Committee:

None

Donald Sexauer, Chairman
Myron Caspar, Secretary

ANNUAL REPORT OF THE FACULTY WELFARE COMMITTEE

- I. DATE: May 8, 1980
TO: Faculty Senate
FROM: Tennala A. Gross, Chairperson, Faculty Welfare Committee
Prem P. Sehgal, Secretary, Faculty Welfare Committee

II. Membership of the Committee:

Ex officio: Chancellor Brewer, Chairman of the Faculty Tom Johnson,
Director of Personnel Melvin Buck

Tennala Gross, Mathematics	1980
Eugene Brunelle, Library Services	1980
Conner Atkeson, History	1980
Y. J. Lao, Allied Health	1981
Victor Mallenbaum, Psychology (Resigned in April)	1981
James Rees, Drama & Speech	1981
Prem Sehgal, Biology	1981
Robert Hursey, Mathematics	1982
Oral Parks, Political Science (Died December 1979)	1982
Philip Shea, Geography (Replaced Oral Parks)	1982

III. Committee Meetings (Dates and Members Absent)

September 5, 1979	Atkeson, Parks, Rees, Buck, Brewer
October 3, 1979	Atkeson, Parks, Sehgal, Brewer
November 7, 1979	Atkeson, Parks, Buck, Brewer
December 4, 1979	Gross, Mallenbaum, Parks, Brewer
January 17, 1980	Mallenbaum, Buck, Brewer
February 26, 1980	Mallenbaum, Rees, Brewer
March 18, 1980	Mallenbaum, Brewer
April 24, 1980	Brunelle, Hursey, Mallenbaum, Sehgal, Shea, Johnson, Brewer

- IV. Date of Reports to the Faculty Senate: None. Four resolutions presented to the Faculty Senate at the April 22, 1980 meeting. All were passed.

- V. Specific Instructions Given to Committee by Faculty Senate: The charge of the Faculty Welfare Committee was rewritten, empowering the committee to initiate action with the Faculty and Staff Benefits Committee without going through the Faculty Senate.

The Faculty Welfare Committee was asked to comment upon the reappointment of permanently tenured faculty beyond the mandatory retirement of age 65. This was done in connection with the Faculty Affairs Committee.

VI. Committee Organization, Subcommittees, Research Activities, etc.

Gross, Chair
Rees, Vice Chair
Sehgal, Secretary

ANNUAL REPORT OF THE GENERAL COLLEGE COMMITTEE

I. DATE: April 9, 1980
TO: Faculty Senate
FROM: General College Committee

II. Membership of the Committee

Ex officio: Chancellor Brewer
Chairman of the Faculty - Tom Johnson
Dean of the General College - Donald Bailey
Vice Chancellor for Academic Affairs or his designated
representative - Robert H. Maier

Francis Belcik, Biology
Myra Cain, English
Ted Gartman, Allied Health
(replaced Carolyn Hampton)
Palmyra Leahy, Geography

Charles Snow, Home Economics
Herb Carlton, Political Science
(replaced Jim Hix)
Henry Ferrell, History
Student: Donna Bastedo

III. Committee meetings (date and members absent)

September 13, 1979 (Hampton, Hix, Brewer)
September 27, 1979 (Hampton, Brewer, Johnson)
October 30, 1979 (Johnson, Brewer)
January 10, 1980 (Gartman, Cain, Belcik) - informal meeting
March 5, 1980 (Brewer, Maier, Bastedo)
April 8, 1980 (Brewer, Maier, Johnson, Bastedo)

IV. Date of Reports to the Faculty Senate during the year

September 25, 1979; October 23, 1979

V. Instructions given to the committee by the Faculty Senate other than those found in the committee's Constitutional charge: None

VI. Brief statement of committee organization, subcommittees, research activities:

Henry Ferrell - Chair
Palmyra Leahy - Secretary

VII. Committee accomplishments including recommendations made to agencies other than the Faculty Senate:

The Committee sent a questionnaire to the general faculty asking for input on the General Education requirements. The faculty response was good. The Committee ran five hearings with the following faculty presenting their views. The Committee considered its charge and made recommendations to the Committee on Committees.

December 4, 1979
Patricia Daugherty, Biology
Edward Leahy, Geography
Richard Mager, Geology
Robert Barnes, Health Education

January 22, 1980
Vila Rosenfeld, Home Economics
Charles Stevens, Music
A. A. Fahrner, History

February 12, 1980

Eugene Ryan, Philosophy
Fred Ragan, History
Herbert Carlton, Political Science
Philip Adler, History
Ray Martinez, Health & P.E.

March 5, 1980

Gene Lanier, Library Science

March 20, 1980

Susan Marchel, Nursing Sophomore
Pam Diffie, Foreign Languages Senior
Robert Jernigan, Foreign Languages Junior

February 25, 1980

Joseph Fernandez, Foreign Languages
Ruth Broadhurst, Nursing
Lokenath Debnath, Mathematics
Brian Mann, Academic Coordinator for
Athletics
Erwin Hester, English

March 19, 1980

Student Hearings, none present

Some response was given by written statement without oral presentation.

From Library Services - Members of the Ad Hoc Committee on Bibliographic Instruction.

J. William Byrd, Physics
Donald E. Bailey, General College
Tom Partoccia, Psychology
Richard A. Lauffer, Coordinator for Physical Education

VIII. Citation of resolution numbers of Senate resolutions originating with the committee:

79-35 (Faculty Senate, September 25, 1979)

IX. Proposals and/or business to be carried over to next year.

Continuation of the review of the General Education Requirements

X. Evaluation of the committee:

- A. Structure: satisfactory
- B. Duties: satisfactory
- C. Functions: satisfactory
- D. Personnel: satisfactory

XI. Suggestions for improving the effectiveness of the committee:

Consideration should be given for reappointment of those persons whose terms expire if they so desire.

Henry Ferrell
Chairperson

Palmyra Leahy
Secretary

ANNUAL REPORT OF THE HEARING COMMITTEE

- I. DATE: February 13, 1980
TO: Faculty Senate
FROM: Donald Clemens, Chair
- II. Membership of the Committee
- | | |
|-------------------------------------|------|
| Carl Adler, Physics | 1980 |
| Donald Clemens, Chemistry, Chair | 1980 |
| Rosina Lao, Psychology, Secretary | 1981 |
| Y. J. Lao, Allied Health | 1982 |
| Bruce Wardrep, Business, Vice Chair | 1981 |
- Alternates:
- | | |
|--------------------------------|------|
| Philip Adler, History | 1980 |
| Eugene Ryan, Philosophy | 1980 |
| Judith Sadler, Library Science | 1981 |
| Floyd Read, Science Education | 1981 |
| Donald Sexauer, Art | 1982 |
- III. Committee Meetings
- October 15, 1979 (Rosina Lao, Eugene Ryan, Floyd Read, Donald Sexauer)
- IV. Date of Reports to the Faculty Senate during the year. None.
- V. Specific Instructions Given to the Committee by the Faculty Senate Other Than Those Found in the Committee's Constitutional Charge.
- None.
- VI. Committee organization, subcommittees, etc. None
- VII. Committee accomplishments including recommendations made to agencies other than the Faculty Senate. None
- VIII. Citation of Resolution Numbers of Senate Resolutions that originated with the committee. None
- IX. Proposals and/or Business to be carried over to next year. None
- X. Evaluation of the Committee
- A. Structure: Satisfactory
- B. Duties: Well defined in Appendix D
- C. Functions: There have been no requests for hearings
- D. Personnel: Satisfactory
- XI. Suggestions for Improving the Effectiveness of the Committee: None

Donald Clemens, Chair
Rosina Lao, Secretary

ANNUAL REPORT OF THE LIBRARY COMMITTEE

I. DATE: April 11, 1980
TO: Faculty Senate
FROM: James Joyce, Chirman

II. Membership of the Committee:

Dan Hines, Business, Secretary
Jerry Tester, Technology, Vice Chairman
C. T. Martoccia, Psychology
Martha Lapas, Library Services
James Joyce, Physics, Chairman
Loren Campion, History
William Buchanan, Library Science
Frances Daugherty, Art
Ruby Sheridan, Home Economics
Nelle Manning, Student

Ex officio: Eugene Brunelle, Director of Library Services
Thomas B. Brewer, Chancellor
Robert Hursey, Vice Chairman of the Faculty

III. Committee Meetings (dates and members absent) *

1 October 1979 (Joyce, Campion)
5 November 1979
3 December 1979
17 December 1979 (Hines)
21 January 1980 (Tester)
4 February 1980
17 March 1980 (Hines, Buchanan, Hursey, Manning)
31 March 1980 (Campion, Hursey)

*Chancellor Brewer did not attend any meeting.

IV. Date of Reports to the Faculty Senate During the Year: None to date.

V. Instructions Given to the Committee by the Faculty Senate Other than those Found in the Committee's Constitutional Charge:

(79-29) The Faculty Senate approved a recommendation to the Librarian that the so-called "modified" Colorado Plan be held in abeyance until the development of the research factor and subsequent approval by the Faculty Senate. (Progress on this will be described below in paragraph VII.)

VI. Committee Organization, Subcommittees, Research Activities, etc.

The Library Committee adequately represents the entire University. The committee and its subcommittees have transcended vested (i.e., Unit) interests in helping to determine Library policies that are fair to the entire University community. It has an amiable relationship with the Joyner administration and staff and, through this constructive relationship, has been able to base its policy decisions on professional research conducted by the librarians.

VII. Committee Accomplishments Including Recommendations Made to Agencies Other Than the Faculty Senate:

In response to the directive of the Faculty Senate on 24 April 1979 to add a research factor to the "modified" Colorado Plan for serials and monographs, the committee appointed a subcommittee to develop such a factor. After a subcommittee meeting with Vice Chancellor Maier, the committee decided to work with the Academic Subcommittee in gathering the necessary data. The committee accepted the subcommittee's recommendation that the definition of research and creative activity include publications, papers, performances, grants, and exhibitions and further that an "adjustable index" for each unit be developed that reflects such activity.

Due to the late deadlines of the Academic Subcommittee, it appears that this work will not be finished this year.

Another significant activity of the committee and its Handbook Subcommittee was the development of a Committee Handbook containing committee procedures, committee and library policies. It is expected that this will be a major reference source for committee members now and in the future.

The committee has begun a series of library staff presentations on the various technical operations of the library. Written reports of these presentations will be made to the Faculty Senate to ensure widespread distribution of the information.

The committee considered a revised charge submitted by the Committee on Committees. A revision of this charge was returned to the Committee on Committees. The committee received input from Director JoAnn Bell, Deans Perry and Thiele, and Associate Vice Chancellor McDaniels. (All concerned administrators were invited to be involved in this process.)

The Committee considered three additional topics: (1) Coordination of Curriculum Development and Library Resources, (2) Coordination of Faculty Personnel Policies and Library Resources, and (3) Coordination of General University Expenditures and Library Expenditures. On the latter two topics the committee, after much discussion, felt that everything that could be done was being done at this time. The first topic is still under consideration.

VIII. Citation of Resolution Numbers of Senate Resolutions that Originated With the Committee: None, at the time of this writing.

IX. Proposals and/or Business to be Carried Over to Next Year:
The development of a research factor for the "modified" Colorado Plan.

X. Evaluation of the Committee:

- | | |
|--------------------------|--------------------------|
| A. Structure - Excellent | C. Functions - Excellent |
| B. Duties - Appropriate | D. Personnel - Excellent |

XI. Suggestions for Improving the Effectiveness of the Committee:
Continued updating of the Committee Handbook.

James Joyce, Chairman
Dan Hines, Secretary

ANNUAL REPORT OF THE RECONSIDERATION COMMITTEE

I. DATE: August 7, 1980
TO: Faculty Senate
FROM: Prem P. Sehgal, Chair

II. Membership of the Committee

Prem Sehgal, Biology, Chair	1980
Artemis Kares, Library Services, Vice Chair	1980
Stella Daugherty, Mathematics	1981
Robert Irwin, Music	1981
Keats Sparrow, English, Secretary	1982

Alternates

Otto Henry, Music	1980
Phil Cheng, Business	1980
Sandra Wurth-Hough, Political Science	1981
James Hix, Chemistry	1981
Art Haney, Art	1982

III. Committee Meetings

October 2, 1979 (Election of Officers)

IV. Date of Reports to the Faculty Senate during the year. None

V. Specific Instructions Given to the Committee by the Faculty Senate Other Than Those Found in the Committee's Constitutional Charge.

None

VI. Committee organization, subcommittees, etc. None

VII. Committee accomplishments including recommendations made to agencies other than the Faculty Senate. None

VIII. Citation of Resolution Numbers of Senate Resolutions that originated with the committee. None

IX. Proposals and/or Business to be carried over to next year. None

X. Evaluation of the Committee

A. Structure: Satisfactory
B. Duties: Satisfactory
C. Functions: Satisfactory
D. Personnel: Satisfactory

XI. Suggestions for improving the Effectiveness of the Committee: None

Prem P. Sehgal, Chair

ANNUAL REPORT OF THE
STUDENT RECRUITMENT AND RETENTION COMMITTEE

I. DATE: April 8, 1980
TO: Faculty Senate
FROM: Student Recruitment and Retention Committee,
Edith Webber, Chairperson

II. Membership of the Committee

Edith Webber, English, Chairperson	1981
Lilla Holsey, Secretary	1981
Wilbert Ball, University Counseling Center	1980
Patricia Dunn, HPERS	1980
William Hensel, Medicine	1982

Student: Ms. Margie Smith

Ex officio:

Thomas Brewer, Chancellor
Elmer Meyer, Vice Chancellor for Student Life
Robert Maier, Vice Chancellor for Academic Affairs
Robert Hursey, Vice Chairman of the Faculty
Walter Bortz, Director of Admissions

III. Committee Meetings

<u>Meeting Dates</u>	<u>Members Absent</u>	<u>Ex officio Members Present</u>
September 12	None	Meyer and Johnson (Faculty Senate)
October 10	None	Johnson (Faculty Senate)
November 14	Holsey	
December 12	Ball	Meyer
February 13	Dunn	
March 19	Dunn and Hensel	Mallory (Student Life), Owens (Admissions)
April 9	Ball and Hensel	

IV. Date of Reports to the Faculty Senate - None

V. Specific Instructions given to the Committee by the Faculty Senate

To review the draft for the restructuring the structures and charges of the Admissions, Credits, and Student Recruitment and Retention Committees.

VI. Committee Organization, Subcommittees, and Research Activities

A. Organization and Subcommittees: Responsibilities were assumed by members on a volunteer basis as needed.

B. Research Activities:

The committee gathered data relative to why students withdraw from East Carolina University. Studies were reviewed from the Admissions Office, from Cornell University, and from the Institutional Research Office.

The committee proposed questions for an exit interview or questionnaire. These items were compared to those included in the follow-up instrument developed and used by the Institutional Research Office.

The committee gathered information on the "helps" and/or services available to students with special needs or problems:

- a. Zubie Metcalf, Beth Stephenson, and Courtney Hensel described and presented literature on the Center for Student Opportunity.
- b. Wilbert Ball reported on the expanded services which the counseling center are planning to offer.
- c. Doris Parker reported on the program offered by the Program for the Hearing Impaired.
- d. Elmer Meyer and others noted plans for a "preventive reminder/first aid kit" for students having academic problems.
- e. A Task Force for Alcohol and Drug Problems was mentioned.

VI. Committee Accomplishments including Recommendations made to Agencies other than Faculty Senate

A. Committee Accomplishments

Reinitiated contact with the Admissions Office concerning University Day as recommended by the previous committee.

Investigated the feasibility of using student interviewers as a part of the exit process of withdrawing and transferring students. It was suggested that the interviewing could be a practicum for students with counseling training and that the program should be supervised by the Counseling Center.

VIII. Citation of the Resolutions that originated with the committee: None

IX. Proposals and/or Business to be carried over to next year: None

X. Evaluation of the Committee

See report to Committee on Committees concerning structure, duties, and functions. The current committee's personnel were very effective in their work.

XI. Suggestions for improving the effectiveness of the committee

The findings of the committee relative to services available to students having problems should be reported in student publications.

Edith Webber, Chair
Lilla G. Holsey, Secretary

ANNUAL REPORT OF THE STUDENT SCHOLARSHIPS,
FELLOWSHIPS, AND FINANCIAL AID COMMITTEE

I. DATE: May 5, 1980
TO: Tom Johnson, Chairman of the Faculty
FROM: Robert L. Hause, Chair

II. Membership of the Committee

Ex officio: Chancellor Brewer, Vice Chancellor Maier, Vice Chancellor Meyer, Thomas Johnson (Chairman of the Faculty), Robert Boudreaux (Director of Financial Aid), John Ebbs (Danforth and Woodrow Wilson Representative), Dawn Colwell (President of the League of Scholars)

Ramesh Ajmera, Physics, Vice Chair, 1980
Carolyn Bolt, Foreign Languages, Secretary, 1980
Vincent Mikkelsen, Education, 1980
Robert Hause, Music, Chair, 1981
Barbara Bain, Nursing, 1982
Douglas Kruger, Technology, 1982

Student: Kirk Little

III. Committee Meetings (Dates and Members Absent)*

September 10, 1979

October 1, 1979 (Mikkelsen)

November 5, 1979 (Mikkelsen, Colwell, Ebbs)

December 10, 1979 (Meyer)

January 21, 1980 (Little, Colwell)

February 4, 1980 (Bolt, Mikkelsen)

March 17, 1980 (Bain, Colwell, Little)

April 14, 1980 (Bain, Little, Meyer, Ajmera)

May 5, 1980 (Bain, Bolt, Colwell, Little, Mikkelsen, Meyer)

*Chancellor Brewer and Vice Chancellor Maier were absent from all meetings.

IV. Date of Reports to the Faculty Senate: October 23, 1979

V. Specific Instructions by the Faculty Senate: None

VI. Statement of Committee Organization, Subcommittees, etc.

The committee consists of six faculty members and one student member plus ex officio: Danforth and Woodrow Wilson Representative, Vice Chancellor of Student Life, Director of Financial Aid, Vice Chancellor for Academic Affairs or his designated alternate, the President of the League of Scholars, or that person's designated alternate (the Vice President of the League of Scholars).

VII. Committee Accomplishments:

A. Heard and acted on a student appeal regarding the Clement Loan Fund.

B. Approved a list of 15 students awarded East Carolina Alumni Academic Scholarships.

- C. Designated the Director of Financial Aid, Robert Boudreaux, as the appropriate official to sign approval for Athletic Grants-in-Aid.
 - D. Revised the "Guidelines for Awarding Undergraduate School, College or Departmental Scholarships" which was presented to and approved by the Senate on October 23, 1979.
 - E. Approved Athletic Grants-in-Aid #A7926-#A79249
 - F. Awarded a \$250 scholarship to the Department of Mathematics for the winner of the William Lowell Putnam test.
 - G. Approved the recommended students to receive the Maurice Bunting Memorial Scholarship (Music).
 - H. Revised the committee charge and makeup and submitted it to the Committee on Committees.
 - I. Confirmed a commitment made to the University Club in June 1978 regarding the Lillian Jenkins Scholarship.
 - J. Discussed the new ECU Alumni Association Honor Scholarships with Mr. Walter Bortz, Director of Admissions.
 - K. Recommended that \$2,000 of Resources Scholarships be designated for the School of Art for three years.
 - L. Approved Athletic Grants-in-Aid #A79-250 through A79-269 and A80-1 through A80-29.
 - M. Approved recommended recipients of the L. Patrick and Lynn Lane Alumni Scholarship.
- VIII. Resolution Numbers Originating with the Committee: None
- IX. Proposals and/or Business to be Carried Over to Next Year:
- A. Implement the approved "Guidelines."
 - B. Continued study of the charge of the committee.
- X. Evaluation of the Committee:
- A. Structure: Changes in the structure have been recommended to the Committee on Committees to include more elected members and the Director of Admissions.
 - B. Duties:
 - 1. To adopt policies and procedures regarding financial aid.
 - 2. To hear grievances pertaining to financial aid.
 - 3. To review and approve Athletic Grants-in-Aid and other awards submitted to the committee.
 - C. Functions:

The committee functions well and is capable of functioning in the summer.
 - D. Personnel: Members are conscientious and attendance is good.
- XI. Suggestions for Improving the Effectiveness of the Committee.
- A. Restructuring as recommended to Committee on Committees.
 - B. Questionnaire to all departments and schools regarding scholarship and effectiveness of the committee.

APPENDIX - ATHLETIC GRANTS-IN-AID AWARDED

	FOOTBALL		BASKETBALL		ALL OTHERS		TOTALS	
	NO.	AMOUNT	NO.	AMOUNT	NO.	AMOUNT	NO.	AMOUNT
FULL	92	\$239,123.79	12	\$35,078.00	6	\$15,444.50	110	\$289,646.29
1/2 TO FULL	7	10,142.00	1	1,533.00	16	24,303.98	24	35,978.98
LESS THAN 1/2	7	2,180.15	5	1,977.00	105	48,220.41	117	52,377.56
TOTALS	106	251,445.94	18	38,588.00	127	87,968.89	251	378,002.83

EXPLANATION:

RESIDENT GRANTS

Board \$127.78 per month

Room 52.89 per month

\$180.67 per month X 9 months \$ 1,626.00

Tuition 310.00

Fees and Books 360.00

TOTAL \$ 2,296.00

NON-RESIDENT GRANTS

Board \$127.78 per month

Room 52.89 per month

\$180.67 per month X 9 months \$ 1,626.00

Tuition 2,030.00

Fees and Books 360.00

TOTAL \$ 4,016.00

FOOTBALL:

In State-----76

Non-Resident--30

BASKETBALL:

In State-----9

Non-Resident---9

ALL OTHER SPORTS:

In State-----62

Non-Resident--65

REMARKS:

ANNUAL REPORT OF THE TEACHER EDUCATION COMMITTEE

I. DATE: April 9, 1980
TO: Thomas Johnson, Chairman of the Faculty
FROM: William Holley, Teacher Education Committee Chair

II. Membership of the Committee:

Ex officio: Chancellor Brewer, Tom Johnson (Chairman of the Faculty),
Tom Chambliss (Director of Student Teaching), Myra Cain
(Resource Person)

William Holley, Art, Chair
James LeRoy Smith, Philosophy, Secretary
Al Muller, English, Vice Chair
James Stone, Education
Hugh Wease, History
Douglas Wilms, Geography
Paul Varlashkin, Physics

III. Committee Meetings (Dates and Members Absent)
(All absences were because of conflicting duties elsewhere.)

October 17, 1979 (Smith, Stone, Varlashkin, Brewer, Johnson)
November 14, 1979 (Wease, Wilms, Brewer, Chambliss, Johnson)
December 12, 1979 (Stone, Brewer)
February 13, 1980 (Stone, Brewer)
April 9, 1980 (no quorum-meeting adjourned)
April 23, 1980 (Smith, Wilms, Brewer)

IV. Date of Reports to the Faculty Senate in 1979-80: Other than the written annual report, there were no reports.

V. Specific Instructions Given to the Committee by the Faculty Senate: None

VI. Brief Statement of Committee Organization, Subcommittees, Research, etc.

Chair: William Holley
Secretary: James LeRoy Smith
Vice Chair: Al Muller

VII. List of Committee Accomplishments for the Year:
(Course and Program proposals considered by units listed below can be found in the respective committee meeting minutes, as listed.)

October 17 (HPES; HOME; ENGL)
November 14 (BSED)
December 12 (Catalogue change re student teaching)
February 14 (ELEM; LIBS; MATH; PSYC)
April 23 (Six Year Program in History; Policy on Cooperative Arrangements with Public Schools)

VIII. Citation of Resolutions Originating with the Committee:

None

IX. Proposals and/or Business to be Carried Over Next Year:

Continuing discussion and response to the Quality Assurance Program.

X. Evaluation of the Committee:

- A. Structure: Structure has been satisfactory to carry out committee duties.
- B. Duties: The committee has carried out its duties of program review and policy decisions.
- C. Functions: The committee has functioned efficiently, completing the agenda usually in one hour at each meeting.
- D. Personnel: The members have been thorough and diligent in their work on the committee.

XI. Suggestions for Improving the Effectiveness of the Committee:

None.

William H. Holley, Chairman

James LeRoy Smith, Secretary

ANNUAL REPORT OF THE UNIVERSITY COMPUTER COMMITTEE

I. DATE: April 14, 1980
TO: Faculty Senate
FROM: James F. Wirth, Chairman

II. Membership of the Committee:

Ex officio: Chancellor Brewer
Vice Chancellor Lemish
Tom Johnson, Chairman of the Faculty
Walter Bortz, Director of the Computing Center

Marty Zusman, Sociology/Anthropology
Jerry Hunt, Business
James Wirth, Mathematics
Richard Kerns, Business
Charles O'Rear, Biology
Ralph Scott, Library Services
G. Richard Athey, Medicine
Byron Coulter, Physics
Jim Hix, Chemistry
Duane Daughtery, Student Member

III. Committee Meetings (Dates and Members Absent)

August 27, 1979 (Zusman)
September 12, 1979 (Scott)
October 10, 1979 (Zusman, Hunt)
October 17, 1979 (Zusman)
November 14, 1979 (Kerns)
November 28, 1979 (Special Meeting with Dr. Maier)
December 12, 1979 (Daughtery)
January 21, 1980 (Coulter, Lemish)
February 18, 1980 (Hunt, O'Rear, Scott, Coulter, Daughtery)
March 17, 1980 (Hix, Hursey, Lemish (ex officio), Maier (ex officio),
Daughtery)

IV. None

V. None

VI. In the fall of 1979, a new top level computer committee was formed - the Information Systems Advisory Committee - to consist of the four Vice Chancellors, the Chairman of the UCC, the Chairman of the Administrative Computer Users Committee, and when formed, the Chairman of the medical school committee. On December 12, 1979, the UCC recommended that its charge be changed so that "The chairman of the UCC shall represent faculty interests as a member of the ISAC."

On February 18, 1980, the UCC approved the following subcommittees to extend the work done in the Computer Task Force Report relative to the academic users

Data Communication Policy Subcommittee (meets as a joint subcommittee of the UCC and the ACUC) - Richard Athey
Data Communication Network Design Subcommittee - James Wirth
Cost Accounting Subcommittee - Jerry Hunt

New Functions Subcommittee - Richard Kerns
Student User Subcommittee - Duane Daughtery
Academic Software Support Subcommittee - Jim Hix

With so many subcommittees, and in order to broaden participation in the planning effort, it was decided that the chairman of each subcommittee be a member of the UCC (these are shown above) and that the chairman then choose subcommittee members from the computer users community.

VII. The UCC spent several meetings and had special discussions with both Vice Chancellor Maier and Vice Chancellor Lemish concerning the new ISAC computer committee and whether the UCC could commit its support to this committee without jeopardizing academic interests. It was finally decided to alter the charge of the UCC so that the UCC Chairman could sit as a member of the ISAC and communicate faculty interests to that committee. The UCC Chairman has attended five of these ISAC meetings and has been encouraged by the positive attitude evinced there. The chairman has also presented the following three UCC resolutions to ISAC on March 28, 1980:

1. What is the official University policy for using computer time as part of University matching funds for grant proposals?
2. Whereas the Computer Planning Task Force Report to the Chancellor recommends that there be an Office of Academic Computing, and Whereas the University Computer Committee feels that faculty presence in such an office is important,
Therefore, the University Computer Committee recommends that the nucleus of a future Office of Academic Computing be established through the use of released time to create at least one position for assisting academic users.
3. Whereas, academic planning and student advisory needs for information would be best met from one source, and
Whereas, proliferation of an unwieldy and inefficient administrative data base would have an adverse impact on service to the academic community,
Therefore, a real immediate need is perceived for the position of Data Base Administrator.

VIII. Change of Committee charge - January 29, 1980 Faculty Senate Meeting - Agenda Item 5.D - Attachment 2.

IX. The work of the subcommittees mentioned in VI. has barely begun and will probably continue throughout this year and next year.

- X. A. The structure of the committee is adequate.
B. The duties of the committee are reasonable.
C. The functions of the committee are adequate.
D. The personnel of the committee is currently fairly representative of the user community. It is possible that future interest of units not presently involved in computer usage may require an expanded representation on the committee.

James F. Wirth

XI. None.

James Wirth, Chairman
Ralph Scott, Secretary

ANNUAL REPORT OF THE UNIVERSITY CURRICULUM COMMITTEE

- I. DATE: April 18, 1980
TO: Chairman of the Faculty
FROM: William F. Grossnickle, Chairman
University Curriculum Committee
- II. Membership of the Committee:
- Ex officio: Dr. Brewer, Chancellor
Tom Johnson, Chairman of the Faculty
Vice Chancellor for Academic Affairs, Robert Maier
(Myra Cain served as his representative)
- | | |
|--|------|
| Paul Tschetter, Sociology & Anthropology | 1980 |
| Richard Mauger, Geology | 1980 |
| F. Oris Blackwell, Allied Health | 1980 |
| Ernest Schwarz, Health & PE | 1980 |
| Charles Bland, Biology | 1981 |
| Stella Daugherty, Math, Vice Chairperson | 1981 |
| John Richards, Education | 1981 |
| William Grossnickle, Psychology, Chairperson | 1981 |
| Ruth Broadhurst, Nursing | 1982 |
| Edward Leahy, Geography | 1982 |
| Emily Boyce, Library Science, Secretary | 1982 |
- Students: Marena Wright, Jeff Rickman
- III. Committee Meetings (dates and members absent)
- August 27, 1979 (Tschetter)
September 20, 1979 (Richards, Schwarz)
October 4, 1979 (Mauger)
October 18, 1979 (Boyce, Broadhurst, Richards, Schwarz)
November 1, 1979 (Broadhurst)
November 15, 1979 (Mauger, Schwarz, Cain)
December 6, 1979 (Schwarz, Wright)
January 17, 1980 (Blackwell, Bland, Wright)
February 7, 1980 (Blackwell, Schwarz, Broadhurst, Rickman, Wright)
February 21, 1980 (Mauger, Blackwell, Bland, Boyce, Wright)
March 6, 1980 (Cain, Wright)
April 12, 1980 (Tschetter, Blackwell, Cain, Wright, Rickman)
- IV. Date of Reports to Faculty Senate During the Year: The committee reports at every Senate meeting, save the organizational meeting, through the committee's minutes. Only when new degrees, changed degrees, or policy changes are made, is an active vote of the Senate required; otherwise, the Senate votes "by acquiescence."
- V. Specific Instructions Given to the Committee by the Faculty Senate: None
- VI. Committee Organization, Subcommittees, Research Activities, etc.: None
- VII. Committee Accomplishments Including Recommendations Made to Agencies Other than the Faculty Senate:
- None

VIII. Resolution Numbers that Originated with the Committee

The committee recommended for Senate approval:

- a. New degrees: 2 minors
- b. Change degree requirements: 19 majors, 5 minors
- c. Delete majors or minors: 0
- d. Add courses: 90
- e. Minor changes in courses (hours, levels, prerequisites, etc.): 35
- f. Delete courses: 29
- g. Remove courses from Curriculum Bank: 3
- h. Place courses in Curriculum Bank: 21

IX. Proposals and/or Business to be Carried Over to Next Year

- A. A new degree proposal, one degree change, one course change, and one new course.
- B. The committee plans to consider more closely course enrollments, course offerings and cancellations and the role of the library to obtain a better overall view of curriculum development in the University. These are relatively new areas for the committee, but one which will hopefully allow us to better assist the growth of the University.

X. Evaluation of the Committee

- A. Structure: Satisfactory
- B. Duties: Satisfactory
- C. Functions: Satisfactory
- D. Personnel: The Chairman wishes to express his gratitude to all of the committee's members for their hard work, patience, and assistance. They have been a fine group with which to work.

XI. Suggestions for Improving the Effectiveness of the Committee:

- A. The committee continually urges that units planning changes be cognizant of the time required to obtain all approvals necessary for curriculum changes. The effective date for submission of proposals to the committee if changes are to be effective the following academic year, will probably be about December 1.
- B. *The Committee still believes that first-year membership is essentially an orientation period and written procedures are not an adequate substitute for experience. (See Dr. Ed Ryan's report for 1976-77 for additional comments.)
- C. As usual the committee plans to meet the first and third Thursday of each month (excluding vacations and examination periods). Cooperation of unit heads in scheduling teaching and other assignments for members is appreciated.

William F. Grossnickle, Chairman
Emily S. Boyce, Secretary

*The committee still believes that continuity of membership is required for effective committee functioning.

ANNUAL REPORT OF THE UNIVERSITY RESEARCH COMMITTEE

I. DATE: April 15, 1980
TO: Faculty Senate
FROM: Dr. Lokenath Debnath, Chairman
University Research Committee

II. Membership of the Committee:

Ex officio: Vice Chancellor for Institutional Advancement & Planning
Vice Chancellor for Academic Affairs, Robert Maier
Dean of the Graduate School, Joseph Boyette
Chancellor Brewer, Chairman of the Faculty Thomas Johnson

Robert Brown, Education, Secretary	1980
Hal Daniel, Allied Health	1980
Veronica Pantelidis, Library Science	1980
Umesh Gulati, Business	1980
Lokenath Debnath, Mathematics, Chair	1981
Edward Markowski, Home Economics	1981
William Still, History, Vice Chair	1981
Paul Topper, Music	1981
Carl Adler, Physics	1982
Donald Lawler, English	1982
Rosina Lao, Psychology	1982
Sam Pennington, Medicine	1982

III. Committee Meetings (Dates and Members Absent)

August 27, 1979 (Daniel, Pennington, Brewer)
September 13, 1979 (Brewer, Gulati, Pennington)
October 2, 1979 (Brewer, Boyette)
October 4, 1979 (Brewer, Markowski, Still)
October 11, 1979 (Brewer, Johnson, Gulati, Markowski, Lawler, Lao)
October 18, 1979 (Brewer, Johnson)
November 1, 1979 (Brewer, Lawler, Pennington)
December 5, 1979 (Brewer, Johnson, Maier, Lemish, Markowski, Pantelidis, Gulati)
February 19, 1980 (Brewer, Johnson, Maier, Lemish, Pantelidis, Topper, Lao)
March 18, 1980 (Brewer, Maier, Johnson, Lemish, Daniel, Pantelidis, Markowski)
April 1, 1980 (Brewer, Maier, Johnson, Pantelidis, Lemish)
April 8, 1980 (Brewer, Maier, Johnson, Lemish, Lawler, Pennington)
April 15, 1980 (Brewer, Maier, Johnson, Pantelidis, Lemish)

IV. Date of Reports to the Faculty Senate: November 20, 1979 and January 29, 1980

V. Specific Instructions Given to the Committee by the Faculty Senate: None

VI. Committee Organization, Subcommittees, Research Activities, etc.

Lokenath Debnath, Chairman
William Still, Vice Chairman
Robert Brown, Secretary

Four subcommittees were organized:

"A" chaired by Dr. Daniel, "B" chaired by Dr. Adler, "C" chaired by Dr. Markowski, and "D" chaired by Dr. Debnath. The full committee and its subcommittees A, B, and C, evaluated, debated, and discussed all 94 proposals for 1979-80 and all 82 proposals for 1980-81. The committee carefully evaluated and considered all proposals and then voted on all proposals. The committee's recommendations for the 1979-80 proposals were ready on November 1, 1979, and for the 1980-81 year proposals were ready on April 15, 1980. The committee recommended approximately \$55,000 for 1979-80 and approximately \$60,000 for 1980-81.

VI. Committee Accomplishments:

1. Developed criteria for evaluation of grant proposals.
2. Elected six members to serve on the Summer Grants Committee.
3. Evaluated all 174 grant proposals.
4. Recommended 70 proposals with approximately \$55,000 for funding, to Dr. Maier for his and Chancellor's approval. These 70 proposals were approved for funding by the Administration for the fiscal year 1979-80.
5. Recommended 63 proposals with approximately \$60,000 for funding to Dr. Maier for his and Chancellor's approval. These recommendations were made for the 1980-81 fiscal year beginning from July 1, 1980.
6. With the approval of Dr. Maier, the committee announced the grants for 1979-80 fiscal year and sent procedure for handling the grants.

VIII. Citation of Resolution Numbers Originating with the Committee: None

IX. Proposals and/or Business to be Carried Over to Next Year: None

X. Evaluation of the Committee:

- A. Structure: Satisfactory
- B. Duties: Clearly defined
- C. Functions: Satisfactory
- D. Personnel: Excellent (attendance of the committee members was excellent throughout the year. All members of the committees were active participants in and involved with the activities of the committee)

XI. Suggestions for improving the effectiveness of the committee:

Several procedural matters need clarification and seem to be gained as the committee gains experience.

Lokenath Debnath, Chairman
Robert Brown, Secretary