

FACULTY SENATE

The seventh regular meeting of the Faculty Senate for the academic year 1980/1981 will be held Tuesday, March 17, 1981, 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. Election of Faculty Assembly Delegates (see attachment)
 - C. Faculty Assembly Report (Professor P. Daugherty)
 - D. Election of Nominating Committee
 - E. Approval of Graduation List (List is available in the Faculty Senate Office.)
4. Unfinished Business
 - A. Second Reading of amended University Curriculum Committee charge
5. Report of Committees
 - A. Committee on Committees
 1. First Reading of Revised Charge of Committee on Educational Policies and Planning (see attachment)
 2. First Reading of Revised Charge of Teacher Education Committee (see attachment)
 - B. Calendar Committee: 1983/84 Academic Calendar (Professor F. Saunders) (see attachments)
 - C. Faculty Governance Committee (Professor D. Sexauer)
 1. Revised School of Art Code
 2. Proposed Constitutional Amendment: Revise Section XI (Agenda of the Faculty Senate) (see attachment)
 3. HPERS Code Change: Section X Student Representatives
 4. Report from Committee on Resolution 80-33.
 - D. University Curriculum Committee (Professor W. Grossnickle)
 1. Revised BSBA and BA/BS Minor in Business Administration (see minutes of 2/19/81)
 2. New B.S. Degree in Communications (see minutes of 2/19/81)
 3. Policy for Retention of courses in Undergraduate Catalogue (see minutes of 2/5/81)

27-13
passed

E. Committee for Teaching Effectiveness (Professor P. Adler)

F. University Libraries Committee (Professor L. Campion)

Agenda Item 3C: Attachment

CANDIDATES WILLING TO SERVE AS
UNC FACULTY ASSEMBLY DELEGATE AND ALTERNATE

Phil Adler, History	Rosalie Haritun, Music
Mohammed Ahad, Nursing	Joseph Hill, Marketing and Management
Dogan Altuner, Finance	Tom Johnson, HPERS
Caroline Ayers, Chemistry	Constantine Kledaras, Social Wk. & Corr.
Vincent Bellis, Biology	Richard Laing, Art
Sally Brett, English	Teresa Lawler, Nursing
Robert Brown, Education	John Longhill, Marketing & Management
William Byrd, Physics	Ray Martinez, HPERS
Wilbur Castellow, Psychology	Vincent Mikklesen, Education
Ennis Chestang, Geography	Mallie Penry, Nursing
Darryl Davis, Ind. & Tech. Educ.	Eldean Pierce, Nursing
Trenton Davis, Allied Health	Everett Pittman, Music
Patricia Dunn, HPERS	Marie Ridder, Nursing
Frances Eason, Nursing	Prem Sehgal, Biology
Don Ensley, Allied Health	Jerry Tester, Ind. and Tech. Educ.
Paul Fletcher, Jr., Microbiology	Paul E. Waldrop, Jr., Ind & Tech. Educ.
Carl Gooding, Marketing & Mgmt.	Cedric Winchell, Drama
Carolyn Hampton, Science Education	Robert Woodside, Mathematics*

Present Delegates

Robert Hursey, Math	1979-82
Eugene Ryan, Philosophy	1979-82

Term Expiring:

Pat Daugherty, Biology	1978-81**
Janice Faulkner, English	1980-83***

**Not eligible for reelection

***On leave of absence

Present Alternates

1st	Caroline Ayers, Chemistry	1979-82
4th	Tom Johnson, HPERS	1980-83

Term Expiring:

2nd	Robert Woodside, Math	1978-81*
3rd	Rodney Schmidt, Music	1978-81

*Eligible for alternate only.

Revised Charge of COMMITTEE ON EDUCATIONAL POLICIES AND PLANNING
February 10, 1981

1. Committee on Educational Policies and Planning
2. 3 faculty members elected to provide for staggered 3-year terms plus ex officio: Chairpersons of the University Curriculum Committee, Teacher Education Committee, Library Committee, Admissions Committee, General College Committee, Continuing Education Committee, Committee for Teaching Effectiveness, University Research Committee, Graduate School Policies Committee, and Graduate School Curriculum Committee. (The chairperson of the committee shall be elected from the elected faculty members.)
3. Quorum: A majority of the committee including one (1) of the elected Faculty.
4. A. The Committee on Educational Policies and Planning advises the Chancellor on the educational policies and organizations, goals, standards, procedures, and resources of East Carolina University. The committee advises the Chancellor concerning long-range planning of academic programs in the College of Arts and Sciences, the various professional schools, and the Graduate School. The committee is concerned with the adequacy, balance, and excellence of the University's overall undergraduate and graduate programs. It advises the Chancellor and the Faculty Senate without assuming the responsibilities of any other academic committee. The Committee shall be informed of all proposals for new curricula, programs, and academic policies or of changes in existing ones prior to their implementation. The Committee annually reviews with the Chancellor and Vice Chancellor for Academic Affairs, the proposed budget of the University prior to its submission to the General Administration.

The Committee on Educational Policies and Planning advises the Chancellor on action to be taken if East Carolina University will experience financial exigency or in the event of consideration of a major curtailment of an existing teaching, research, or public service program (Appendix D, "Tenure Policies and Regulations," Section VI.A.2.)

The Committee meets at least once monthly from the beginning of the fall semester until spring commencement.
- B. The Committee advises the Chancellor with respect to:
 - (1) long-range planning of academic programs in the College of Arts and Sciences, the various professional schools and the Graduate School.
 - (2) the proposed budget of the University prior to its submission to the General Administration
 - (3) the action to be taken if ECU experiences financial exigency or in the event of consideration of a major curtailment of an existing teacher, research or public service program
 - (4) all other matters with which it is concerned and in which it does not assume the responsibilities of other committees.

Revised Charge of COMMITTEE ON EDUCATIONAL POLICIES AND PLANNING continued

The Committee reports to the Faculty Senate concerning its recommendations to the Chancellor.

C. The Committee reports to the Faculty Senate as often as necessary but at least once a year.

D. The Committee is empowered to advise the Chancellor in matters in 4B.

Agenda Item 5A2: Attachment

Revised Charge of the TEACHER EDUCATION COMMITTEE

December 2, 1980

1. Teacher Education Committee

2. Seven (7) faculty members and one (1) student member, plus ex officio: Dean of the School of Education or an appointed representative, and the Vice Chancellor for Academic Affairs or an appointed representative; ex officio without vote: Director of Student Teaching.

3. Quorum: Five faculty members exclusive of ex officio.

4. A and B

The Teacher Education Committee reviews and evaluates departmental curricula leading to North Carolina certification of teachers and special services personnel; recommends to the University Curriculum Committee that duplication of courses be corrected and that needed curricula be added; studies changes in the teacher education and special services programs to analyze the types of programs that now exist; determines the type of teacher education and special services personnel education needed to meet certification requirements; recommends steps that should be taken to acquire it; and promotes various means of encouraging the best qualified students to enter the teaching and special services professions.

C. The Committee reports to the Faculty Senate as often as necessary, but at least once a year.

UNIVERSITY CALENDAR
Fall Semester 1981

(Actual class days: 14 Mondays, 15 Tuesdays, 14 Wednesdays, 14 Thursdays,
14 Fridays, 14 Saturdays)

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|-------------------------|---|
| July 25, Monday | Last day for persons holding a bachelor's degree to apply for admission to Graduate School for the Fall Semester |
| August 12, Friday | Last day to pay or secure Fall Semester fees without penalty. |
| August 22, Monday | Faculty Meetings |
| August 23, Tuesday | Registration |
| August 24, Wednesday | Drop-add; Late Registration |
| August 25, Thursday | Classes begin; Drop-Add; Late Registration |
| August 26, Friday | Last day for Drop-Add and Late Registration (undergraduate and graduate students), and last day to apply for graduation in December |
| October 3-14 | Change of Major |
| October 6, Thursday | Last day to drop a course or withdraw from school |
| October 10-14 | Pre-registration for Spring Semester |
| October 17-18, Mon-Tues | Fall Break |
| November 23, Wednesday | Last day to remove incomplete given during Spring and/or summer terms, 1982 |
| November 23, Wednesday | 12:00 Noon - Thanksgiving Holiday begins |
| November 28, Monday | 8:00 a.m. - Classes resume |
| December 7, Wednesday | Classes end |
| December 8, Thursday | Reading Day |
| December 9, Friday | Exams begin |
| December 9, Friday | Common Exams Begin |
| December 16, Friday | 10:00 p.m. - Exams for Fall Semester Close |

EXAMINATION SCHEDULE

Fall Semester 1983

There will be no departure from the printed schedule, except as noted below: All examinations for one credit hour courses and/or evening and Saturday classes will be held during the last regular meeting of the class. Classes meeting more than three times a week will follow the examination schedule for MWF classes.

Exception: Examinations in graduate courses (5000, 6000, 7000) meeting at night on Monday, Tuesday, Wednesday, Thursday, Friday, and in the morning on Saturday will be held on the first night or the morning of their usual meeting during the examination period (December 9 through December 16), excluding reading day, rather than on the last regular meeting of the class.

Those classes beginning between hours will have the final examination at the time scheduled for the hour during which the class begins (e.g., 9:30-11:00 TTh will meet the exam schedule of the 9:00 a.m. TTh class).

Common examinations will be held according to the following schedule:

Chemistry 1120, 1150, 1160, 0150, 2620 ---Friday, December 9, 7-9 p.m.
 French 1001, Spanish 1001, German 1001,
 and French 1003 -----Saturday, December 10, 9-11 a.m.
 Physics 1021, 1251, 1261 -----Monday, December 12, 7-9 p.m.
 French 1002, Spanish 1002, German 1002,
 and Spanish 1003 -----Tuesday, December 13, 7-9 p.m.
 Mathematics 1063, 1065 -----Wednesday, December 14, 7-9 p.m.
 Geography 1000 -----Thursday, December 15, 7-9 p.m.

Other examinations will be held on Friday, December 9; Monday, December 12, Tuesday, December 13; Wednesday, December 14; Thursday, December 15 and Friday, December 16.

Times Class Regularly Meets

Time and Day of Examination

8:00 MWF	11:00- 1:00, Friday, December 9
8:00 TTh	2:00- 4:00, Friday, December 16
9:00 MWF	11:00- 1:00, Tuesday, December 13
9:00 TTh	11:00- 1:00, Wednesday, December 14
10:00 MWF	11:00- 1:00, Thursday, December 15
10:00 TTh	2:00- 4:00, Friday, December 9
11:00 MWF	11:00- 1:00, Friday, December 16
11:00 TTh	2:00- 4:00, Monday, December 12
12:00 MWF	2:00- 4:00, Tuesday, December 13
12:00 TTh	2:00- 4:00, Wednesday, December 14
1:00 MWF	2:00- 4:00, Thursday, December 15
1:00 TTh	11:00- 1:00, Monday, December 12
2:00 MWF	8:00-10:00, Friday, December 9
2:00 TTh	8:00-10:00, Monday, December 12
3:00 MWF	8:00-10:00, Tuesday, December 13
3:00 TTh	8:00-10:00, Wednesday, December 14
4:00 MWF	8:00-10:00, Thursday, December 15
4:00 TTh	8:00-10:00, Friday, December 16

UNIVERSITY CALENDAR
Spring Semester 1984

(Actual class days: 14 Mondays, 15 Tuesdays, 14 Wednesdays, 14 Thursdays,
14 Fridays, 14 Saturdays)

December 7, Wednesday	Last day for persons holding a bachelor's degree to apply for admission to Graduate School for the Spring Semester
December 26, Monday	Last day for continuing students to pay or secure Spring Semester fees without penalty
January 5, Thursday	Registration
January 6, Friday	Drop-Add; Late Registration
January 9, Monday	Classes begin; Drop-Add and Late Registration (undergraduate and graduate students), and last day to apply for graduation in May
January 10, Tuesday	Last day for Drop-Add and Late Registration
February 17, Friday	Last day to drop a course or withdraw from school
February 20-March 2	Change of Major
February 27-March 2	Preregistration for Fall Semester and Summer Sessions
March 4-11 (Sunday to Sunday)	Spring Recess
March 12, Monday	8:00 a.m. - Classes resume
April 12, Thursday	Last day to remove an incomplete given during Fall Semester, 1981
April 23, Monday	State Holiday; no classes
April 24, Tuesday	Classes end
April 25, Wednesday	Reading Day
April 26, Thursday	Exams begin
April 26, Thursday	Common exams begin
May 3, Thursday	10:00 p.m. - Exams for Spring Semester close
May 4, Friday	Commencement

EXAMINATION SCHEDULE

Spring Semester 1984

There will be no departure from the printed schedule, except as noted below: All examinations for one credit hour courses and/or evening and Saturday classes will be held during the last regular meeting of the class. Classes meeting more than three times a week will follow the examination schedule for MWF classes.

Exception: Examinations in graduation courses (5000, 6000, 7000) meeting at night on Monday, Tuesday, Wednesday, Thursday, Friday, and in the morning on Saturday will be held on the first night or the morning of their usual meeting during the examination period (April 26 through May 3), excluding reading day, rather than on the last regular meeting of the class.

Those classes beginning between hours will have the final examination at the time scheduled for the hour during which the class begins (e.g., 9:30-11:00 TTh will meet the exam schedule of the 9:00 a.m. TTh class).

Common examinations will be held according to the following schedule:

French 1001, Spanish 1001, German 1001,
and French 1003 -----Thursday, April 26, 7-9 p.m.
Physics 1251, 1261, 1021 -----Friday, April 27, 7-9 p.m.
French 1002, Spanish 1002, German 1002,
and Spanish 1003 -----Saturday, April 28, 9-11 a.m.
Mathematics 1063, 1065 -----Monday, April 30, 7-9 p.m.
Geography 1000 -----Tuesday, May 1, 7-9 p.m.
Chemistry 1120, 1150, 1160, 0150, 2620 ---Wednesday, May 2, 7-9 p.m.

Other examinations will be held on Thursday, April 26; Friday, April 27; Monday, April 30; Tuesday, May 1; Wednesday, May 2; and Thursday, May 3.

Times Class Regularly Meets

Time and Day of Examination

8:00 MWF	11:00- 1:00, Monday, April 30
8:00 TTh	8:00-10:00, Friday, April 27
9:00 MWF	11:00- 1:00, Wednesday, May 2
9:00 TTh	11:00- 1:00, Thursday, May 3
10:00 MWF	2:00- 4:00, Thursday, April 26
10:00 TTh	2:00- 4:00, Monday, April 30
11:00 MWF	2:00- 4:00, Friday, April
11:00 TTh	2:00- 4:00, Tuesday, May 1
12:00 MWF	2:00- 4:00, Wednesday, May 2
12:00 TTh	2:00- 4:00, May 3
1:00 MWF	8:00-10:00, Thursday, April 26
1:00 TTh	11:00- 1:00, Tuesday, May 1
2:00 MWF	8:00-10:00, Monday, April 30
2:00 TTh	8:00-10:00, Tuesday, May 1
3:00 MWF	8:00-10:00, Wednesday, May 2
3:00 TTh	8:00-10:00, Thursday, May 3
4:00 MWF	11:00- 1:00, Thursday, April 26
4:00 TTh	11:00- 1:00, Friday, April 27

It was moved that a two-day fall break be incorporated in each fall semester. To make up for the lost days of instruction, classes will be held on Labor Day and one additional day at the beginning or end of the semester.

SUMMARY OF PROPOSED CHANGES IN ECU CALENDAR

1. Inclusion of fall break (Monday, Tuesday)
2. Make up fall break by having classes on Labor Day and extending semester 1 day.
3. Rotate common exam schedule.
4. Revise regular exam schedule to adjust for exam periods with very few classes.
5. End classes at noon on the Wednesday before Thanksgiving.
6. Extend drop-add one day for the Spring semester.

Agenda Item 5C2: Attachment

December 16, 1980

Proposed Constitutional Amendment:

Revise section XI to read as follows:

XI. Agenda of the Faculty Senate

The Faculty Senate shall be free to establish its own agenda, provided that all matters of academic policy brought before the Agenda Committee by action of the General Faculty, or by any Senator or any standing or special committee shall be placed on the agenda not later than the time of the second regular meeting of the Faculty Senate after receipt of the recommendation.

Matters to be brought before the Faculty Senate shall ordinarily be considered in the order set forth by the Agenda Committee. Matters for consideration may be taken out of order and/or new matters considered in any order upon a two-thirds vote of Faculty Senators present and voting at any meeting of the Faculty Senate.

The Agenda Committee:

Membership:

Five elected Senators, elected to the Committee by the Faculty Senate for one year terms at the organizational meeting of the Faculty Senate each Spring Semester, plus ex officio: Chair and Vice Chair of the Faculty and Secretary of the Faculty. The immediate past chair of the Faculty, in residence, the Parliamentarian of the Faculty, and the Faculty Assembly Delegates shall serve as members without vote. *The chairman and secretary shall be ~~also~~ elected from chosen from among its elected members.*

Quorum: three elected committee members.

The Agenda Committee collects all recommendations from Academic Committees, including all standing and ad hoc committees of the Faculty Senate. The Committee draws up the Agenda, on the basis of the recommendations and reports received from Committees, as well as from the Officers and members of the Faculty Senate, for each regular and special meeting of the Faculty Senate. The Committee has the responsibility of seeing that each member of the Faculty receives a copy of the Agenda for each meeting of the Faculty Senate one week before the date of the meeting.

The Committee reports on the agenda directly to the members of the Faculty; it reports to the Senate on any matter within its charge requiring Senate action.

The Committee reports to the Faculty before each Senate meeting and to the Faculty Senate as necessary.

The Committee is empowered to draw up, and arrange for the distribution of, the Agenda for each meeting of the Faculty Senate.

POLICY FOR RETENTION OF COURSES
IN THE UNDERGRADUATE CATALOG

1. If the courses are not offered at least once in three academic years, we believe the course should be removed from the unit's list of course offerings in the catalog. If the course is listed for pre-registration and/or registration but is not taught due to lack of enrollment, the course will be considered as having been offered.
2. Each unit will include in its annual report to the Vice Chancellor for Academic Affairs a list of all existing courses in numerical order, from lowest to highest, which have not been offered during the last three academic years. The office of the Vice Chancellor for Academic Affairs will make accessible the list of these courses to the Chairperson of the University Curriculum Committee.
3. On receipt of these lists the Chairperson of the University Curriculum Committee will notify the appropriate unit heads to request that the course(s) be (a) deleted, (b) placed in the Curriculum Bank, or (c) allowed to remain in the catalog. In the latter case, the unit head may be asked to appear before the University Curriculum Committee to justify the request.
4. In the fall semester of even-numbered years the Chairman of the University Curriculum Committee will ask unit heads if they wish courses in the Curriculum Bank to be deleted or retained. A written answer will suffice to keep the course in the bank for the following catalog.
5. If a unit wishes to remove a course from the University Bank after it has been in the Bank for five or more years, the University Curriculum Committee will ask that copies of a new syllabus be sent to members of the Curriculum Committee, as it will be assumed that the course material will have undergone substantial change. A representative from the unit will also be asked to appear before the Committee when the course is placed on the agenda.