

FACULTY SENATE MINUTES

November 16, 1982

The third regular meeting of the Faculty Senate for the academic year 1982/83 was held on Tuesday, November 16, 1982, at 2:10 p.m. in Mendenhall Student Center, Room 244. Members absent: Clark, Brinn, O'Brien, Hause, and ex-officio Howell, Maier, Laupus and Warner. Alternates present were Downing for Haskins, Steelman for Wease, Steele for Hancock, and Castellow for Grossnickle.

Agenda Item 2: The minutes of October 12, 1982, were approved with the following correction. On page 4, line 8, the minutes should show Longhill spoke against the motion, instead of J.O. Smith.

Agenda Item 3A: The Chairman granted floor privileges to Douglas Moore, Eugene Ryan, Eric Henderson, Angelo Volpe, and Lt. Col. F.W. Wanner.

The Chairman asked the Senate to add to the agenda 5F. University Research Committee and 5G. Response of the Credits Committee to Resolution 82-54. Muzzarelli moved that these two items be added to the agenda. JoAnn Jones seconded. The motion passed with the required two-thirds majority.

The following resolutions passed by the Senate in the meeting of October 12 have been approved by the Chancellor: 82-58, 82-60, 82-61, 82-62. A letter was read concerning Resolution 81-14 which had to do with privileges for retired faculty. Most points have been addressed satisfactorily.

Two memoranda concerning access to personnel files were read. Please see in attachments.

Adler asked if the administrator could withhold part of a file if such information is not pertinent for the personnel decision. Chairman Ayers stated that she thought they could see the whole file but that she would check to be sure.

The Chairman reported on her attendance at the October 15, 1982, meeting of the Board of Governors in Chapel Hill. The main item of business was the adoption of the budget for the 1983-84 biennium. The budget was to be presented by President Friday to the Advisory Budget Commission of the Legislature on November 5, 1982, and in January to the Legislature.

The budget recommends salary increases of 9% for '83-84 and 6.5% for '84-85 in addition to the reinstatement of the 5% merit (in-lieu-of) salary monies. The overall budget was considered by the General Administration and the Board of Governors' Budget and Finance Committee to be very conservative. Priority items in current operations for our campus include:

- (1) restoration of positions lost during the current biennium
- (2) enrollment changes (1 1/2% for the system which is the smallest in several years)
- (3) funding for the ECU Medical School
- (4) basic program support (ECU priorities include additional computing facilities and staff and services to handicapped students).

Among capital improvements requests for the ECU campus are

- (1) facilities improvements (electrical distribution and storm drainage systems)
- (2) renovations (phase II of the Wright renovation, renovation of Memorial Gym, fire protection for the Computer Center, repair of roofs for nine academic buildings)
- (3) new classroom building.

One item discussed by the Board at some length and referred to committee for report at the next meeting concerned state aid to private colleges. Some of the Board members feel they should not be required to include in their budget a request for state aid to private colleges for which the private institutions are not required by the state to indicate how the funds are used. The amount of state aid requested this year by the association of private colleges has increased from the last biennium although there is no recommended increase in the budget adopted by the Board of Governors. Apparently the private colleges lobby directly with the legislature, and some Board members feel recommendations with respect to this item in their budget are not heeded. There is also some concern about conflict of interest since some of the members of the Board are also Trustees for private colleges. I would suggest that this is an issue which should be carefully followed since it would have significant implications for future budgets.

Agenda Item 3B: John Maiolo presented an update on the Faculty/Staff fund raising campaign. He stated that the priority of the off-campus campaign was to raise money for athletics. The priority on-campus is also athletics but other avenues are available. The contributions on campus have not been directed only to athletics. Contributions already in progress will count in order to account for gifts which receive no notice. One person has given \$12,000 to various departments and projects which does not show in the ECU Foundation or the Pirate Club. If outside donors ask about faculty and staff support, the campaign will provide figures otherwise unknown. At this point about \$90,000 has been contributed with about 30% to athletics, the rest mostly going to specific departmental projects. Some serials subscriptions have been donated for five years. So far about 147-150 have contributed. JoAnn Jones commented that some non-tenured people have felt threatened. Maiolo stated that this was unfortunate since this was to be entirely voluntary.

Agenda Item 5A: Robert Woodside, chairman of the Committee on Committees, presented the revision of the charge of the Teacher Education Committee and the recommended changes in committee titles. (See November 16, 1982, agenda.) Tom Johnson stated that the reason for the membership change on the Teacher Education Committee was to ensure that the NCATE and State Department of Public Instruction guidelines for this committee would not be violated. Thus far they have been met, but it is possible for the guidelines not to be met.

Considerable discussion followed concerning the changes in the committee titles. Kane moved that the name of the present "University Research Committee" be changed to "Research/Creative Activity Committee. Adler seconded the motion.

The motion passed. It was pointed out that there are several other committees on campus which have to do with computers besides the one for the Faculty Senate.

Meyer moved that the "University Computer Committee" be named "Academic Computer Committee." J.L. Smith seconded. Johnson stated that he had suggested to Chancellor Howell that administrative committees have written charges.

J.L. Smith moved that the "University Computer Committee" be renamed "Computer Committee of the Faculty Senate." J.O. Smith seconded. After additional discussion, J.L. Smith withdrew his motion. Chauncey moved to retain the word "University" on the Library and Curriculum Committees. There was no second. Longhill asked if there was objection to the name Faculty Computer Committee. Meyer accepted this change in his motion. Johnson moved to recommit the titles to the Committee on Committees. Haggard seconded. The motion to recommit passed.

The change in the charge of the Teacher Education Committee was the first reading. Action will be taken in December.

Agenda Item 5B: Robert Woodside, chairman of the Faculty Governance Committee, presented the proposed amendments to the Faculty Senate Constitution (see November 16, 1982, agenda) for the first reading. JoAnn Jones asked if the person appointed to be the representative of the Chairman on the Academic Committees would have to be a member of the Senate. Woodside stated that he would not. In the second amendment, Woodside stated that the words "holding tenurial or tenured positions" should be "holding tenured track or permanently tenured positions." Adler moved to delete the words, "holding tenured-track or permanently tenured positions." Pories seconded. The Committee on Committees had felt that since non-tenured persons have only one-year appointments and Senate terms are for two years, it would provide more continuity for Senators to be on the tenure track. Pories stated that the School of Medicine has some multi-year non-tenured positions. Register commented that the original amendment would take pressure off non-tenured faculty. Longhill commented that if too many non-tenure track people were on the Faculty Senate it could give disproportionate leverage to the administration. Kane called the question. The vote was 18 for Adler's motion and 25 against the motion. The motion to delete failed.

Agenda Item 5C: William Grossnickle, chairman of the University Curriculum Committee, presented the degree changes and courses approved by the Committee. (See University Curriculum Committee minutes for October 14, 1982 and October 28, 1982.) The BA/BS Military Science Minor, the revised B.S. degree in Speech, Language and Auditory Pathology, the revised BA/BS Speech, Language and Auditory Pathology minor, the BS degree in Special Education, and the BS degree--Theatre Arts Major and course changes for October 14 and 28, 1982, were approved.

Agenda Item 5D: Sandra Wurth-Hough, chairman of the Faculty Welfare Committee, presented the resolution concerning leave of absence while serving in the General Assembly (see Faculty Senate Agenda for November 16, 1982). The resolution passed.

Agenda Item 5E: Michael Bassman, presented the resolution of the Faculty Affairs Committee. (See Faculty Senate Agenda for November 16, 1982.) J.L. Smith moved to change the words, "Be it resolved" to "The Faculty Senate requests." Steelman seconded. The motion passed. There was considerable discussion. Only three faculty are tenured in Continuing Education, and it is felt that these people would more truly represent the respective academic departments if they were part of them. However, the intention is that the change would be made as a joint decision. John Longhill moved the resolution to read, "The Faculty Senate requests that the Administration explore the implications with the appropriate units and the full-time faculty in the Division of Continuing Education before transferring academic faculty from the Division of Continuing Education to the appropriate academic departments." Thomas seconded. Grossnickle stated that he was bothered by the whole thing and moved to recommit it to the Faculty Affairs Committee. Hough seconded. The motion passed.

Agenda Item 5F: Barney Kane presented the following resolution of the University Research Committee concerning the development of guidelines for an account for Faculty Research.

WHEREAS, the University Research Committee wishes to explore all possible mechanisms for obtaining funds for support of faculty research, and

WHEREAS, the University Research Committee members have established with personal contributions an account for faculty research with the East Carolina University Foundation (Account Number 1018), and

WHEREAS, the University Research Committee by establishing this account wishes to stimulate the growth of these funds by support from foundations, corporations, and individuals;

THEREFORE, the Committee requests its parent body, the Faculty Senate, to authorize the Committee to develop guidelines for the use of this account in support of faculty research, creative activity and development. Said guidelines to be developed in consideration of objectives that will encourage the growth and support for this account.

Allen asked if the money was designated to a unit. Kane stated that it was a general account with no unit designated. The resolution passed.

Agenda Item 5G: Charles Ward presented the Credits Committee response to Resolution 82-54:

The Credits Committee recommends to the Faculty Senate that student course drops after the drop-add period be recorded on student transcripts beginning the fall semester of 1982. The reasons for this recommendation include the following:

- A. Insuring the completeness of transcripts,
- B. Discouraging students from signing up for more than one section of a course,
- C. Opening of courses during drop-add period.

SGA President Eric Henderson presented a request from the SGA Legislature that the Faculty Senate postpone a decision on the drop course issue until the SGA Student Welfare Committee can study it and see if a compromise can be reached. Adler stated that drops are not recorded for graduate students. Johnson stated that UNC-CH and Appalachian had tried this and had discontinued it because it did not work. Johnson moved that the Faculty Senate request the Administration not record on student official academic records all courses in which a student enrolls but subsequently elects to drop during the first thirty class days of a semester or the first ten days of a summer session term. In the event that student records already include courses dropped within the thirty-day period, the Faculty Senate also requests that records of these courses dropped be removed from student official academic records. Haskins seconded. The motion passed.

Muzzarelli moved that the Credits Committee consult with the SGA Student Welfare Committee. J.L. Smith seconded. The motion passed.

Agenda Item 6A: Carl Adler moved the following resolution: "Be it resolved that the Faculty Senate instruct the Faculty Affairs Committee to study the possibility of removing the restriction on non-tenure track positions which limits their length of appointment to six years." Rosenfeld seconded. The motion passed.

The meeting adjourned at 4:40 p.m.

Stella Daugherty
Secretary of the Faculty

Helen Broaddus
Office Secretary

Resolutions approved by the Senate November 16, 1982:

- 82-63 Motion to change title of University Research Committee to Research/Creative Activity.
- 82-64 Motion to recommit changing of committee titles to Committee on Committees.
- 82-65 Degree Changes and Courses approved from 10/14 and 1/28/82 University Curriculum Committee.
- 82-66 Resolution from Faculty Welfare Committee.
- 82-67 "Be it resolved" changed to "The Faculty Senate requests." in Faculty Affairs Committee resolution.
- 82-68 Motion to recommit proposed Faculty Affairs Committee resolution to committee.
- 82-69 University Research Committee resolution.
- 82-70 Johnson resolution concerning recording of drops.
- 82-71 Motion that Credits Committee consult with SGA Student Welfare Committee concerning issue of recording course drops.
- 82-72 Adler resolution concerning study of removing six-year restriction on non-tenure track positions.

Attachment from Announcements:

C O P Y

TO: Dr. Caroline Ayers, Chairperson of Faculty Senate
DATE: October 29, 1982
FROM: Dr. John M. Howell, Chancellor (signed: John M. Howell)
SUBJECT: Interpretation of Section VI, Appendix C

The question raised in your memo of October 26, 1982, was raised and answered in 1977. I recalled that it had been done and Faye Leggett had, as I suspected, filed a copy. I attach that original correspondence and reaffirm its contents. Personnel Committees do have access to personnel files when they are evaluating a person for personnel recommendations.

JMH/ra

Faculty Senate Note: The indicated attachments are filed in the Senate Office, Rawl 140.

C O P Y

TO: All Vice Chancellors
All Deans
Chairmen in Arts & Sciences
Chair of Faculty Senate
FROM: Dr. John M. Howell, Chancellor (signed: John M. Howell)

The unit personnel file is designated the master file for the purpose of faculty evaluations under Appendix C, Section VI. Where applicable, units should check personnel files in the vice chancellor's office to identify and duplicate any materials not in the unit file. In the future, persons writing letters or preparing other written materials relevant to personnel actions should direct a copy to unit personnel files. This identification of a master file does not obviate files in other offices which they may need for purposes not involving personnel actions. Common sense will be required in deciding which materials should go into the file. As a general principle, the file should at least include materials relevant to personnel decisions, such as a faculty member's annual report and the unit head's annual evaluation. It should also be remembered that it is the responsibility of faculty members to provide for their file a complete accounting of their accomplishments.

JMH/ra