

PLEASE NOTIFY THE SENATE OFFICE AS SOON AS POSSIBLE (6537 OR 6228) IF YOU CAN-
NOT ATTEND THIS MEETING.

FACULTY SENATE

A called meeting of the Faculty Senate will be held on Tuesday, June 7, 1983,
at 2:10 p.m. in Mendenhall Student Center, Room 244.

AGENDA

1. Call to Order
2. Special Order of the Day

A. Announcements

B. Trustee Actions on Appendix L (see attached)

3. Report of Committees

Governance Structure Reorganization for Teacher Education. Proposal
will be hand delivered to senators on morning of June 7.

A. Charles Coble

B. Teacher Education Committee (M. Sheppard)

C. Educational Policies and Planning Committee

D. Committee on Committees

APPENDIX L

EAST CAROLINA UNIVERSITY CODE

Preamble

In order to establish a mutual understanding which produces an essential joint effort in the government of East Carolina University, the faculty, administration and trustees adopt the following code of regulations of University government.

A. Appointment of Administrative Officials

Each administrative official (exclusive of the Chancellor, the Vice Chancellor for Academic Affairs, the Vice Chancellor and Dean of the School of Medicine, the Vice Chancellor for Business Affairs, the Vice Chancellor for Student Life, the Vice Chancellor for Advancement and Planning, the Director of Athletics, and their assistants) whose direct concern is with academic matters, will be appointed with the following procedure:

1. The immediately superior administrative official will convene a nominating committee which will be formed in the following way:
 - a. The officer will designate a committee of at least five persons.
 - b. At least three-fifths of this committee will be faculty members belonging to the entire constituency of the office to be filled, elected by the majority of the members of that constituency, by secret ballot.
 - c. The remainder of the committee will be chosen from permanently tenured faculty members or administrators in a manner designated by the appointing officer.
2. This nominating committee shall:
 - a. Establish criteria that the new official must meet.
 - b. Solicit and screen applicants for the position.
 - c. Submit to the appointing officer a list of at least two nominees. The committee shall determine by informal means that the nominees

are acceptable to a majority of the permanently tenured faculty of the school, department or college.

3. The appointing officer may accept one of the committee's nominees or he may reject all of them. If he should reject them, the committee must produce another list.

B. Development of Codes

Each unit (the various professional schools, the Division of Continuing Education, the Division of Library Services, the Counseling Center, and the departments of the College of Arts and Sciences) shall, within one year of the adoption of this code, democratically develop a code of operations. This code must be approved by the majority of the permanently tenured faculty members of the unit. The code will provide for the conduct of unit affairs according to Robert's Rules of Order, Newly Revised. The code shall establish procedures which will allow the faculty to participate by making recommendations concerning all decisions affecting promotions, the granting of tenure and dismissal. Each code will be submitted to the Faculty Senate and the Chancellor for review and ratification.

C. Unit Program Evaluation

1. Between every fourth and fifth year wherever possible in congruence with other similar studies during the regular session, each unit shall complete a self-evaluation of its operation. The Vice Chancellor for Academic Affairs, the Vice Chancellor and Dean of the School of Medicine, or the Vice Chancellor for Student Life, as appropriate, shall give notice to the voting faculty members* of the unit that they shall meet and

*A voting faculty person is defined for the purpose of this code as an individual with an academic title and not less than half a normal teaching or research program as practiced in his or her unit. The teaching-research requirement does not apply to heads of units as defined by this code, librarians, or faculty of the Counseling Center. The School of Medicine and the Division of Continuing Education may define voting faculty in their unit codes in accordance with their unique structures subject to approval by the Faculty Senate.

elect by secret ballot an evaluation committee. The committee shall supervise the unit evaluation ensuring full participation by all unit faculty members. The evaluation shall include, but not be limited to, all academic programs, budgets, teaching, research, other creative activity, and service activities. Expressions of student opinion concerning academic programs and teaching shall be included.

2. The dean or chairman of the school or department shall be ineligible to serve on the evaluation committee.
3. The unit faculty members shall meet to consider the report and recommendations of the evaluation committee not later than 45 calendar days prior to the completion of the Spring Semester. The report and recommendations shall be distributed to the unit faculty members not later than one week prior to the meeting. The voting faculty members of the unit shall vote by secret ballot whether or not to accept the evaluation committee's report and recommendations. Acceptance shall require three-fifths of the voting faculty members of the unit. The report and recommendations, whether accepted or not, and the vote of the unit shall be submitted to the next higher administrative official not later than 30 calendar days prior to the completion of the spring semester. The next higher administrative official shall review the report and the vote, and then forward the report through higher administrative offices to the Chancellor for review and comment.
4. The Dean of Arts and Sciences, Vice Chancellor for Academic Affairs, or the Vice Chancellor and Dean of the School of Medicine, as appropriate, may elect not to follow the recommendations, in which case he or she shall inform the faculty of the unit in writing of the reasons for his or her decision.

D. Unit Administrator Evaluation

1. After an evaluation procedure approved by the Vice Chancellor for Academic Affairs, the Vice Chancellor and Dean of the School of Medicine, or the Vice Chancellor for Student Life, as appropriate, the voting faculty members in a unit meeting chaired by the Chair of the Unit Personnel committee with the Unit Administrator excluded from

the meeting shall vote by secret ballot on the effectiveness of the Unit Administrator during September of that administrator's fifth year of appointment and every fourth year thereafter. The Personnel Committee Chair shall convey to the Unit Administrator in writing the results of the vote immediately following the meeting. A negative vote of three-fifths of the voting faculty, excluding the Unit Administrator, shall be required to recommend the removal of the Unit Administrator.

2. The balloting shall be conducted by the personnel committee of the unit who shall distribute, collect, and count the ballots. Absentee ballots shall be made available. The unit administrator shall not vote in this procedure.
 3. The results of the balloting shall be announced by the personnel committee to the voting faculty members before adjournment, and shall be submitted by the personnel committee to the next higher administrative official.
 4. A decision to terminate an administrative officer's position shall be made by the Chancellor.
- E. Any provision of this code which conflicts with the Code of Operations of the North Carolina University System is null and void or is modified in its force according to limits placed upon it by the governing board.

RESOLUTIONS AMENDING APPENDIX L
OF THE EAST CAROLINA UNIVERSITY CODE

WHEREAS, the Faculty Senate of East Carolina University has presented a proposed revision of Appendix L (dated October 20, 1981) to the East Carolina University Code to the Board of Trustees for adoption by it; and

WHEREAS, the Board recognizes the important role of the Faculty Senate in developing and coordinating policy for the joint governance of the University by the Administration, faculty and Board; and

WHEREAS, the Board, after study and review of the provisions of existing Appendix L and the revision thereof proposed by the Faculty Senate, believes that the adoption of such revision would not be in the best interest of the University and that the same, as presented, should be rejected; and

WHEREAS, the Board believes that the existing Appendix L should be amended to reflect the current titles of the various academic and administrative officers and divisions; and, as recommended by the Faculty Senate, to separate and adopt new provisions for unit program and unit administrator evaluations;

NOW, THEREFORE, BE IT RESOLVED by the East Carolina University Board of Trustees that the revision of Appendix L (dated October 20, 1981) of the East Carolina University

Code as proposed by the Faculty Senate, be and the same hereby is rejected;

RESOLVED FURTHER, that the existing Appendix L of the East Carolina University Code be and the same hereby is amended as follows:

Paragraph A, "Appointment of Administrative Officials", is amended to:

(i) Change "Vice Chancellor for Administration and Planning" to "Vice Chancellor for Advancement and Planning";

(ii) Change "Vice Chancellor for Health Affairs" to "Vice Chancellor and Dean of the School of Medicine"; and

(iii) Add "Director of Athletics" thereto.

Paragraph B, "Development of Codes" is amended to delete "Division of Health Affairs" therefrom.

Paragraph C, "Evaluation", is amended to:

(i) Change its title to "Unit Program Evaluation"; and

(ii) To delete in their entirety Paragraphs 1 (and the footnote thereto), 2, 3, and 4, and substitute in their places new Paragraphs 1 (and the footnote thereto), 2, 3, and 4, as follows:

1. Between every fourth and fifth year wherever possible in congruence with other similar studies during the regular session, each unit shall complete a self-evaluation of its operation. The Vice Chancellor for Academic Affairs, the Vice Chancellor and Dean of the School of Medicine, or the Vice Chancellor for Student Life, as appropriate, shall give notice to the voting faculty members* of the unit that they shall meet and elect by secret ballot an evaluation committee. The committee shall supervise the unit evaluation ensuring full participation by all unit faculty members. The evaluation shall include, but not be limited to, all academic programs, budgets, teaching, research, other creative activity, and service activities. Expressions of student opinion concerning academic programs and teaching shall be included.
2. The dean or chairman of the school or department shall be ineligible to serve on the evaluation committee.
3. The unit faculty members shall meet to consider the report and recommendations of the evaluation committee not later than 45 calendar

*A voting faculty person is defined for the purpose of this code as an individual with an academic title and not less than half a normal teaching or research program as practiced in his or her unit. The teaching-research requirement does not apply to heads of units as defined by this code, librarians, or faculty of the Counseling Center. The School of Medicine and the Division of Continuing Education may define voting faculty in their unit codes in accordance with their unique structures subject to approval by the Faculty Senate.

days prior to the completion of the Spring Semester. The report and recommendations shall be distributed to the unit faculty members not later than one week prior to the meeting. The voting faculty members of the unit shall vote by secret ballot whether or not to accept the evaluation committee's report and recommendations. Acceptance shall require three-fifths of the voting faculty members of the unit. The report and recommendations, whether accepted or not, and the vote of the unit shall be submitted to the next higher administrative official not later than 30 calendar days prior to the completion of the spring semester. The next higher administrative official shall review the report and the vote, and then forward the report through higher administrative offices to the Chancellor for review and comment.

4. The Dean of Arts and Sciences, Vice Chancellor for Academic Affairs, or the Vice Chancellor and Dean of the School of Medicine, as appropriate, may elect not to follow the recommendations, in which case he or she shall inform the faculty of the unit in writing of the reasons for his or her decision.

Paragraph D is changed to Paragraph E, and a new Paragraph D entitled "Unit Administrator Evaluation" is added as follows:

1. After an evaluation procedure approved by the Vice Chancellor for Academic Affairs, the Vice Chancellor and Dean of the School of Medicine, or the Vice Chancellor for Student Life, as appropriate, the voting faculty members in a unit meeting chaired by the Chair

of the Unit Personnel committee with the Unit Administrator excluded from the meeting shall vote by secret ballot on the effectiveness of the Unit Administrator during September of that administrator's fifth year of appointment and every fourth year thereafter. The Personnel Committee Chair shall convey to the Unit Administrator in writing the results of the vote immediately following the meeting. A negative vote of three-fifths of the voting faculty, excluding the Unit Administrator, shall be required to recommend the removal of the Unit Administrator.

2. The balloting shall be conducted by the personnel committee of the unit who shall distribute, collect, and count the ballots. Absentee ballots shall be made available. The unit administrator shall not vote in this procedure.
3. The results of the balloting shall be announced by the personnel committee to the voting faculty members before adjournment, and shall be submitted by the personnel committee to the next higher administrative official.
4. A decision to terminate an administrative officer's position shall be made by the Chancellor.

RESOLVED FURTHER that Appendix L of the East Carolina University Code as amended aforesaid shall read in its entirety, effective as of the date hereof, in accordance with a copy thereof attached hereto.

This the 5 day of May, 1983.