

TO: Faculty Senators

RE: The following was approved by the tenured faculty members of HPERS in a called meeting, Friday, April 20, 1984, 2:10 p.m., Minges. Also, it was approved (with minor editing) by the Faculty Governance Committee - September 10, 1984, 1:00 p.m., Faculty Senate Conference Room.

Proposed Amendment

SECTION VIII. VOTING AND  
MEMBERSHIP ON STANDING  
COMMITTEES

A. Voting on: a) A Faculty Senator; b) Unit Internal Affairs.

A faculty member is eligible to vote who meets these criteria:

1. has the rank of Lecturer, Visiting Professor (Assistant, Associate or Full), Instructor, Assistant Professor, Associate Professor, or Professor,
2. is under yearly contract with the University as a full-time faculty member, and
3. has not less than half a normal teaching or research program (administrators within the unit are exempt from this requirement).

B. Voting to Amend the Code

A faculty member is eligible to vote who is permanently tenured in the Department of Health, Physical Education, Recreation, and Safety.

C. Voting on the appointment of administrative officials, unit program (quadrennial) evaluations, and unit administrator (quadrennial) evaluations.

See ECU Faculty Manual, Appendix L.

D. Membership on Departmental Standing Committees

A faculty member is eligible to serve who:

1. qualifies to vote in A.
2. is not a member of the Executive Committee, and
3. is not already a member of two Departmental Standing Committees

E. Membership on Discipline Standing Committees

A faculty member is eligible to serve who:

1. qualifies to vote in A., and
2. is not a member of the Executive Committee.

TO: Faculty Senators

RE: The following was approved by the tenured faculty members of HPERS in a called meeting, April 2, 1984, 2:10 p.m., 142 Minges. Also, it was approved (without editing) by the Faculty Governance Committee - September 10, 1984, 1:00 p.m., Faculty Senate Conference Room.

SECTION XIII. AMENDMENT TO HPERS CODE AS REQUIRED BY APPENDIX C

A. Annual Evaluation of Faculty Members

During each spring semester, each faculty member shall receive an evaluation of his/her performance for the academic year by the appropriate Discipline Coordinator and the Chair (when applicable, other Coordinators and/or Directors will be consulted). This evaluation shall be based on the faculty member's performance in the areas of teaching, research/creative activity, service and other responsibilities. The general criteria for performance evaluations within the Department are those explained in Appendix C of the Faculty Manual, as well as any approved by the Department and the Vice Chancellor for Academic Affairs.

The relative weight assigned to each area of faculty performance may vary among faculty members in the Department but must be determined in accordance with the following guidelines:

1. In no case may service be weighed more heavily than either teaching or research/creative activity, and only in special cases may other responsibilities be weighted more heavily than teaching or research/creative activity.
2. Only in special cases may research/creative activity be weighed more heavily than teaching.

The relative weight will be based on such factors as the nature of the faculty member's appointment, his or her academic training and interests, professional standards and expectations in his/her teaching field(s), the continued professional development of the faculty member (including progress towards tenure and/or promotion), and the goals of the Department and the University.

In assigning the relative weight to be given to teaching, research/creative activity, service, and other responsibilities in a faculty member's annual evaluation, this procedure will be followed:

Each faculty member, the appropriate Discipline Coordinator, and the Chair of the Department shall make a determination of the relative weight during the spring semester prior to the academic year to be evaluated. The determination must be in accord with the guidelines above, and a form stating the assignment of the weighting must be approved by the Chair of the Department before it is official. Following approval by the Chair the form will be filed in the faculty member's Personnel File.

This assignment of relative weight may be changed only for professional reasons and only after there has been a meeting of the Discipline Coordinator, Chair of the Department and faculty member involved. All changes must be approved by the Chair of the Department.

In the event there is disagreement concerning the weighting, either with the initial assignment in the spring semester or with any subsequent change(s) that may occur, the Chair of the Department has the final authority to resolve the issue.

B. Evaluation of members of the Executive Committee

During the spring semester, each member of the Executive Committee shall receive an evaluation of his/her performance for an academic year by the Chair. Due to the nature of his/her duties "Other Responsibilities" may be weighted more heavily than either teaching or research.