

FACULTY SENATE MINUTES  
December 11, 1984

The fourth regular meeting of the Faculty Senate for the academic year 1984-85 was held on Tuesday, December 11, 1984, at 2:10 p.m. in Mendenhall Student Center, Room 244, with Chair James LeRoy Smith presiding. Members absent were Elmore (Art), Atkeson (History), Read (Science Education), Broadhurst and Sparrow (Technology) and Vice Chancellor Volpe. Alternates present were listed as follows: Merrow for Vincent (Nursing), Gaiser for Adler (Physics), Grossnickle for Hedges and Castellow for Ironsmith (Psychology), Thornton for J.O. Smith (Business), Evans for Morrison (Chemistry), P. Daugherty for Ed Ryan (Biology), and Knoke for Patton (Aerospace).

Agenda Item II. Approval of the Minutes of November 20, 1984

The minutes of November 20, 1984, were approved as written and distributed. Ferrell (History) asked for further detail concerning average SAT scores and other admission and retention information.

Agenda Item III.A. There were no announcements.

Agenda Item III.B. Rosalie Haritun presented the Faculty Assembly report (see attachment). Larry Hough, a member of the Governance Committee of the Assembly, reported on the recommendations and actions of a joint meeting with the Academic Freedom and Tenure Committee.

"As has been indicated, much of what the Assembly turned its attention to on November 30 was the fact that the Board of Governors of the university system was simultaneously meeting in Southern Pines to, as the newspapers tell us, begin the process of searching for a replacement for President Friday in 1986. The Assembly had previously passed and forwarded two resolutions to the Board of Governors. The Chair of the Assembly had also had personal communication with the Chair of the Board indicating the desire of University faculty to have a meaningful role in the selection process from beginning to end. We, as a faculty, do understand the implications of Section 500 A (1) which states: "The Board of Governors shall elect a President of the University of North Carolina [see G.S. 116-14(a)], whose compensation shall be fixed by the Board of Governors. (pg. 18 Code of the Board of Governors, the University of North Carolina). It is their responsibility to elect, but it is our responsibility as faculty to give them the most and best possible advice. (And it is the intent of the Assembly to give them this advice whether they ask for it or not.)

At a joint meeting of the Academic Freedom and Tenure and Governance Committees a recommendation was offered, discussed, approved and later accepted by the Assembly without dissent. This recommendation established a 16 + 1 Advisory Committee to include one delegate from each of the 16 institutions and the Chair of the Assembly. From this body of 16 were selected smaller bodies to give equal representation to each of the three classifications on institutions within the University, i.e., six members + one. This body was further reduced to a group of three + one, whom we recommend to serve on the Search Committee when constituted. Each of the 16 is to accumulate input from the respective faculties and to be prepared, at such times as it is requested, to give advice to the Chair of the Assembly and to the Board of Governors on the faculties' perceived needs in a President of the University.



The Board communicated, subsequent to their meeting, with the Chair of the Assembly asking that a pool of nine names, three from each classification of institutions be provided "for them to select from." This communication came from the President of the University, but there was no indication precisely of the role those selected would play in the process.

The committee of sixteen will convene in Chapel Hill December 14 to attempt to develop strategies to be employed and to discuss the information on criteria and selection obtained from the respective institutions of the University system. Any such information as to your desires should be in my hands by Thursday of this week so that I may communicate them to the committee at the above mentioned meeting."

H. Ferrell moved and Haritun seconded a motion that the East Carolina University Faculty Senate endorse the request of the Faculty Assembly to participate actively in the selection of the new president of the University of North Carolina system and to see such request forwarded to Phil Carson [Chair of the Board of Governors]. Resolution 84-38

#### Agenda Item IV. Unfinished Business Calendar Committee

The Calendar Committee report was presented by W. Castellow for Ruth Jones. He announced that Vice Chancellor Volpe had appointed Caroline Ayers, James LeRoy Smith, Wilbur Castellow and Ernie Uhr to an academic committee on registration. The Academic Liaison Committee on On-Line Registration met with Gil Moore, registrar, and Freda Pollard of the Computing Center. The committee suggested that two more members be elected from the Faculty Senate. More information was solicited from the Registrar and Freda Pollard of the Computing Center.

The Chair suggested that the report of the Calendar Committee as distributed and appended to the agenda be accepted as information and opened the floor for discussion. He welcomed Freda Pollard and thanked her for her willingness to answer technical questions.

Senators raised many questions which were answered by Castellow and/or Pollard. Pollard explained that a new Univac computer will be operative next fall and that at least one registration on the Burroughs as a backup to the new system is needed. Hough asked how registration and/or drop-add procedures would be handled in the summer when large numbers of advisers would be unavailable. Castellow replied that this is an unanswered question. The specified times for changing schedules is not established nor whether students may telephone requests for change. Prerequisites have not yet been programmed and will not be available for two years. Training sessions for those in charge of keying in schedules will be planned. It has not been decided if secretaries, faculty members, or graduate students will be responsible for keying in information.

Ferrell expressed appreciation to the Calendar Committee and asked to what extent faculty advisers will be responsible for student selection of courses. Mayberry asked who will be in charge of drawing up the policies for registration and drop-add and establishing to what extent individual units will be allowed to establish their policies and how these policies will be coordinated. Castellow replied that these and many other questions will be addressed by the Liaison Committee.

In answer to a question concerning input from schools with on-line



registration presently functioning, Castellow explained that the Registrar had sought this input and that Dean Uhr has had experience with the system. Pollard replied that Caroline Ayers has a list of universities of comparable size with ECU which have on-line registration.

E. Ryan moved and M. Capen seconded that the Chair appoint two members of the Faculty Senate to the liaison committee. The motion passed without dissent. Resolution 84-39. The Chair invited expressions of interest from persons wanting to serve as Faculty Senate representatives on the liaison committee. (Smith asked H. Ferrell and K. Wilson to serve and they agreed to do so. 12/13/84) The Liaison committee of four reports to Volpe. The two Senators will report to the Senate.

E. Ryan moved the endorsement by the Faculty Senate of the indented sections on pages 2 and 3 of the Calendar Committee report appended to the December 11 agenda.

The Senate endorses the policy of allowing students to change majors at any time the receiving department is willing to accept the student.

It is unreasonable, if not impossible, for unit secretaries to add on-line computer registration to their already overburdened workload. The subcommittee recommends that General College students' schedules be keyed in outside the unit and that units with a large number of majors and/or unusual scheduling and technical problems be assigned temporary employees.

The Senate recommends that the faculty who will be directly involved in the on-line registration process and department chairs be represented on the On-Line Registration Planning Group initiating procedures regarding implementation of on-line registration.

The Senate recommends that the Registrar, Computing Center representatives, and other appropriate members of the On-Line Registration Planning Group visit departments to study the logistics of the proposed on-line registration procedure.

Capen seconded the motion. During the discussion Wilson asked if such an endorsement would make it possible for individual units to decide to have faculty advisers do the keying in. He spoke against such a concept when the answer was affirmative. It was noted that eventually faculty advisers would all need computer terminals. Ryan's motion carried. Resolution 84-40.

Chancellor Howell announced that another one quarter of a million dollars for support of computer needs had been approved.

#### Agenda Item VA. Faculty Governance Committee

Pat Daugherty presented the first reading of the amendment to the Constitution of the Faculty Senate (page A-2: Organization of the Faculty Senate) by changing "Division of Library Services" to "Academic Library Services" (correct title) and to add Health Sciences Library to the list receiving an allotted senator.

Daugherty explained that presently the School of Medicine has been giving one



Senate position to the Health Sciences Library. The effect of the amendment will be to give an added Faculty Senator to the School of Medicine. Smith explained that there are currently 50 senators and the constitutional limit is 52. (Further checking indicated that there are currently 51 senators.) The Senate officers meet annually to determine the distribution of senators within the limits of 48-52.

Agenda Item V.B. Credits Committee

Trenton Davis presented the report of the Credits Committee and explained that the Course Drop Appeals Committee had recommended this change to the Credits Committee.

JoAnn Jones asked when the new policy would become effective. Davis accepted fall of 1985 as a reasonable date. In response to a question concerning the need for the change, Bob Thompson, Chair of the Course Drop Appeals Committee, explained that the new policy was necessary for those courses that do not meet for the whole semester.

In order to clarify the intent of the change, numerous editorial wordings were suggested. The accepted wording was proposed by Gene Ryan as follows:

"During the first 40% of the regularly scheduled class meetings, including the meeting for the final examination, a student may at his or her option drop a course without penalty.

The remainder of the proposed paragraph would remain the same. The report of the Credits Committee was approved with the editorial change.  
Resolution 84-41

Agenda Item V. C. Educational Policies and Planning Committee

1. The Chair granted floor privileges to Ron Speier, Associate Dean, Orientation and Judiciary, and Dave Stevens, University Attorney. Tom Johnson presented the report on the Academic Integrity Policy. The following editorial changes were made:  
IV.B. remove the words "in the office" from the second sentence to read: "Subsequently, the student will be called to an interview with the professor concerned."  
IVB.4 Change the beginning of the second sentence from, "In such cases" to "In each case."  
IV.C.5a Change "unit head" to "dean or departmental chairperson."

In response to a question concerning student participation in drawing up the document, Vice Chancellor Meyer responded that the SGA had input into the document through the student attorney general who was present during its development. Gaiser asked if graduate students who teach will be considered as faculty members in this document. The answer was affirmative.

The policy on academic integrity was approved with the editorial changes.  
Resolution 84-42.

Agenda Item V.C.2 Johnson presented the first reading of the motion: "Chair of the Faculty (or an appointed representative) shall serve as an ex officio member of administrative committees (including ad hoc committees)." Johnson explained that the motion was needed to assure faculty input into administrative committees. Vice Chancellor Meyer asked if the intent of the



motion was to include division offices. Johnson answered that the motion referred only to administrative committees appointed by the Chancellor. Ferrell asked for a clarification in the wording from (or an appointed representative) to (or his or her appointed representative).

Curriculum Committee

The action of the Curriculum Committee as recorded in the committee minutes of November 8, 1984, was approved by the Faculty Senate. Resolution 84-43

C. Kledaras thanked those responsible for the refreshments and suggested that this appropriate observance of the season be made an annual affair.

Agenda Item VI. New Business There being no new business the meeting was adjourned at 3:50 p.m.

Nancy Mayberry  
Secretary of the Faculty

Helen Ruff Broaddus  
Office Secretary of the Senate

Resolutions passed December 11, 1984:

- 84-38 Senate endorsement of intention of Faculty Assembly to participate actively in selection of new University system president.
- 84-39 Senate instructing Chair to appoint two senators to the Academic Liaison Committee on On-Line Registration with senators reporting to Senate.
- 84-40 Report from Calendar Committee concerning on-line registration
- 84-41 Report of Credits Committee, "Dropping and Adding Courses"
- 84-42 Academic Integrity Policy revised.
- 84-43 Curriculum Com mitt ee minutes of November 8, 1984.



Attachment for Agenda Item IIIB. Faculty Assembly Report, Rosalie Haritun

The fifty-first meeting of the Faculty Assembly of the University of North Carolina was held in the General Administration Building at Chapel Hill on Friday, November 30, 1984. The East Carolina University Delegation included: Emily Boyce, Robert Fulghum, Rosalie Haritun, Larry Hough, and James LeRoy Smith.

In the first plenary session, Vice President Carroll expressed regrets on behalf of President Friday for being unable to attend the Assembly. President Friday was meeting with the Board of Governors in Southern Pines to initiate the search for the new president. Since Dr. Carroll was presiding for Vice President Dawson who was also in Southern Pines, he requested that the order of business be reversed to give Dr. Dawson time to return and report for President Friday. The request was granted.

A special presentation was then introduced by the Chairman of the Planning and Programs Committee concerning planning procedures. The purpose was to provide the Assembly with a broader perspective on faculty participation in institutional planning. The first speaker was Kenneth Woods, planning coordinator from Western Carolina University. He dealt with the process of long-range planning, the approaches for publishing such plans, and the political aspects involved in university planning. He emphasized that faculty were a resource group in planning and described how the faculty at Western Carolina were involved in the top-down, bottom-up planning process.

The second speaker was Judith Pulley, director of Institutional Studies and Planning at Appalachian University. She focused on external factors which influence strategic planning. Influence, she said, did not mean total capitulation to these factors but rather a serious consideration. She cited critical requirements for faculty participation were: (1) faculty understanding the mission of the institution, (2) faculty seeing themselves as keepers of academic values, (3) faculty seen as a source of innovative ideas by the institution, and (4) administration welcoming faculty participation. She noted that participation at the institutional level is limited, but open at the departmental level, and more so for some through task forces and other committees. She closed by identifying two qualities needed by participating faculty: (1) willingness to work for the university, and (2) flexibility in seeing the institutional perspective.

Dr. Dawson arrived in time to report on three items requested by President Friday. These were:

- (1) Retirement System - Dawson said that the Administration was waiting for the state retirement system to complete a revised booklet on retirement and that when finished, a consultant firm would be hired to prepare a special report to compare the UNC Faculty/State Employees benefits with those of TIAA.
- (2) Budget Request - Dawson commented that the presentation on salaries and recruitment was made at the Administrative Budget Committee, as was the report on retirement benefits at the Board of Governors. But, Dawson said, until the Budget Committee gives its report, little could be done on any of these matters.



- (3) Election of President - Dawson reported that President Friday expected the Board of Governors to pick a committee composed of 7-9 members from the Board itself. He said that Friday suggested the Chair of the Assembly begin preparing a 20-30 minute statement immediately and be ready to make this presentation on short notice. To the questions which followed concerning committee composition, Dawson reiterated the Board's intention, "To designate a committee composed of 7-9 members from the Board of Governors."

Dr. Carroll returned to the podium to comment on the requests coming from the Council of Independent Colleges. He said that the General Assembly had deleted the requests which had called for the following actions: (1) Increasing the 1985-86 FTE allocations under the Need Base Program from \$200 to \$275; and (3) setting the annual lump sum of \$850 for needy students at \$1100 or \$250 more per year.

Dr. Stedman reported next on the Math/Science Network and the 1985 Summer Programs in Math/Science. Regarding the Network, he appealed to delegates to help publicize the program at home institutions. The objective of the Network is to increase the number and quality of teachers in math and science through in-service programs located in eleven training centers across the state. The new summer programs would last for five weeks for some 600 academically talented rising juniors and seniors beginning this summer on five campuses, one of which is ECU. He stressed that these would be enrichment and not training programs.

During the second plenary session, reports were heard from each of the standing committees as follows:

- (1) Faculty Welfare Committee - Presented two resolutions, (1) To increase the maximum lifetime benefit of \$500,000 to \$1,000,000 and (2) To make no changes in the present health plan until the Legislature has had time to evaluate that plan and examine its alternatives. Both passed.
- (2) Professional Development Committee - Working on two projects: (1) Studying the provisions made on the various campuses for leave-with-pay, and (2) Surveying each institution for criteria being used for merit pay.
- (3) Budget Committee - Working on a recommendation to the Administrative Budget Committee concerning budget memos being shared with deans and other unit heads. Also continuing to investigate aspects of merit pay increases.
- (4) Planning and Programs Committee - Continuing to focus on faculty participation in institutional planning, as well as aspects of the University Basic Education Program for Public Schools.
- (5) Academic Freedom & Tenure and Governance Committee - Met in joint session. Focused on participation of faculty in coming search. Larry Hough, member of the Governance Committee, will report on recommendations and actions of joint meeting.



The final item of business in the second plenary session was the electing of the Nomination Committee mandated to be established in the non-election years of Assembly. Delegates elected to the Nomination Committee were as follows:

Richard Craddock - Western Carolina University  
Gene Rainey - UNC-Asheville  
Robert Fearn - NC State  
George Johnson - NCA&T  
Elwanda Ingram - Winston-Salem State



Attachment for V.C.1. Educational Policies and Planning Committee

December 11, 1984

ACADEMIC INTEGRITY  
EAST CAROLINA UNIVERSITY

I. Principle

Academic integrity is expected of every East Carolina University student. Academic honor is the responsibility of the students and faculty of East Carolina University.

II. Academic Integrity Violations

Academically violating the Honor Code consists of the following:

- A. Cheating - Unauthorized aid or assistance or the giving or receiving of unfair advantage on any form of academic work.
- B. Plagiarism - Copying the language, structure, ideas, and/or thoughts of another and adopting same as one's original work.
- C. Falsification - Statement of any untruth, either spoken or written, regarding any circumstances relative to academic work.
- D. Attempts - Attempting any act which if completed would constitute an academic integrity violation as defined herein.

III. Student Observation of Suspected Violation

A student or group of students knowing of circumstances in which an academic violation of the Honor Code may have occurred or is likely to occur is encouraged to bring this knowledge to the attention of the responsible faculty member, or to the Dean or Department Chairperson, or to the attention of a member of the University Academic Integrity Board.

IV. Organization and Procedures

- A. The faculty member has original jurisdiction in all suspected violations. In cases where the faculty member believes a violation has occurred, the faculty member must summon the student to a primary interview in accordance with the procedure below.

B. Primary Interview

- 1. Notification. A student who is believed to have violated academically the Honor Code shall be informed of the charge by the faculty member who identified the violation. Subsequently, the student will be called to an interview with the faculty member concerned. The interview shall be set within three class days after the alleged violation has come to the attention of the faculty member.



- b. The appeal must be submitted to the Office of the Associate Dean of Students and Director of Student Services within five class days after notification of the decision by the faculty member.

C. University Academic Integrity Board

1. Composition

- a. Four faculty members and four alternates elected for three-year staggered terms by the Faculty Senate.
- b. Three students and four alternates nominated by the SGA Executive Council and elected by the SGA Legislature. These students shall serve for a year and may be reelected for one additional year.
- c. A quorum shall consist of four faculty members and three students.
- d. The Chairperson, elected for a one-year term, shall be a faculty member of the Board, elected by members of the entire Board and may be reelected.
- e. The Associate Dean of Students and Director of Student Services shall serve as administrative officer of the Board.

2. Original Jurisdiction. The Academic Integrity Board shall have original jurisdiction over academic violations of the Honor Code if the faculty member elects to refer the case after the primary interview.

3. Appellate Jurisdiction. The Academic Integrity Board shall have appellate jurisdiction in cases appealed by the student pursuant to the provisions of IV.B.5. above.

4. Procedures:

- a. The Associate Dean of Students and Director of Student Services on behalf of the Chairperson, shall notify the parties involved of a meeting of the Academic Integrity Board within ten class days after an appeal by a student. The faculty member, the student, witnesses, and the independent non-participating observer(s), shall be provided not less than seven days notification of the date, time, and place of the meeting. If a grade for the student in the course must be submitted, the faculty member shall record a grade of incomplete, pending a decision by the Board.



2. Composition. The student and the faculty member may each have a non-participating observer at the interview. The faculty observer shall be the Chairperson of the Department or Dean, Associate Dean, or Assistant Dean of the College or School. The student may select a student or faculty member as he/she desires. The observer(s) is/are to observe the procedures impartially and to be prepared to testify in the event of an appeal from the judgment of the faculty member.

3. Procedure.

a. At the interview, the faculty member shall present evidence in support of the charge or charges against the student. The student shall be given an opportunity to respond and present evidence to rebut the charge or charges.

b. After hearing the student, the faculty member may either dismiss the charge or find it supported on the basis of the evidence. If supported, the faculty member may record a failing grade in the course or some portion thereof or take other appropriate action. He or she shall report the action taken to the Associate Dean of Students and Director of Student Services.

4. Referral to Academic Integrity Board. After completion of the primary interview and on the basis of the evidence presented, if the faculty member is of the opinion that a failing grade in the course(s) is inadequate disciplinary action, the faculty member may refer the entire case to the Academic Integrity Board for appropriate action. In each case a new hearing will be conducted by the Academic Integrity Board without regard to the findings made or any disciplinary action taken during the primary interview.

5. Appeals.

a. The student may appeal the decision of the primary interview to the Academic Integrity Board if:

i. The student believes the penalty too severe considering the offense.

ii. The student contests the decision of the faculty member on the basis of the evidence presented.



b. Those present at the hearing shall be:

- i. The student, who has the right to be accompanied by witnesses.
- ii. The faculty member, who has the right to be accompanied by witnesses.
- iii. Independent non-participating observer(s) if present at the primary interview.
- iv. Any other person called by the Chairperson.
- v. The Student Attorney General and the Student Public Defender.

c. Should the student or the faculty member fail to appear without prior approval of the administrative officer, the Academic Integrity Board shall proceed with an absentia hearing.

d. The Academic Integrity Board will follow the hearing procedures established for the University Honor Board.

e. A majority of the Board shall decide the issue. The Chairperson shall vote only in the case of a tie.

f. The Associate Dean of Students and Director of Student Services shall serve as administrative officer for maintaining accurate and complete records of the proceedings.

g. The administrative officer of the Academic Integrity Board shall, on behalf of the Chairperson, notify each party of the decision of the Board.

5. Actions By the Board

- a. Evidence insufficient to sustain charge or charges  
When this action is taken, in order to protect both the student and the faculty member, continuation in the class(es) and other related issues must be resolved by the dean or department chairperson in consultation with the student and the faculty member.



b. Evidence sufficient to support the charge or charges  
The Board may impose one or more of the following sanctions:

i. Sustain the decision of the faculty member or recommend to the faculty member that the student receive a failing grade for the course(s) or some portion thereof.

ii. Impose probation for a period of time not to exceed one year.

iii. Impose suspension or dismissal from the University.

iv. Require a period of counseling with a member of the University staff or a counseling professional of the student's choice. It will be the responsibility of the student to provide evidence to the Board of having fulfilled this requirement.

v. Take any other action commensurate with the findings.

(Reference: SGA Documents Handbook, Section IV, Penalties.)

6. An appeal of a decision of the Academic Integrity Board may be submitted to the Vice Chancellor for Student Life. The Vice Chancellor for Student Life and the Vice Chancellor for Academic Affairs shall jointly review the decision and take appropriate action.

7. Annual Reports. The Academic Integrity Board shall submit a summary report of its proceedings to the Faculty Senate, the SGA Legislature, the Vice Chancellor for Student Life, and the Vice Chancellor for Academic Affairs.

Approved April 26, 1983  
The Chancellor, East Carolina University

Revision approved January, 1985