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**EAST CAROLINA UNIVERSITY
FACULTY SENATE
1988-89 ANNUAL REPORT**

Conner Atkeson, Chair
Stephen Thomas, Vice Chair
James Joyce, Secretary
Henry Ferrell, Parliamentarian

TABLE OF CONTENTS

Introduction.....	1
Section I. Senate Actions and Chancellor's Responses.....	2
Section II. Senate Committees and Their Work.....	3
(Academic and *Senate Committees)	
Admissions Committee.....	3
*Agenda Committee.....	3
Calendar Committee.....	3
Career Education Committee.....	4
*Committee on Committees.....	4
Continuing Education Committee.....	4
Course Drop Appeals Committee.....	4
Credits Committee.....	4
Curriculum Committee.....	4
Educational Policies & Planning Committee.....	5
Faculty Affairs Committee.....	5
Faculty Computer Committee.....	5
Faculty Governance Committee.....	5
Faculty Welfare Committee.....	5
General College Committee.....	5
Libraries Committee.....	5
Research/Creative Activity Committee.....	6
Student Recruitment and Retention Committee.....	6
Student Scholarships, Fellowships, and Financial Aid Committee.....	6
Teaching Effectiveness Committee.....	6
Teaching Grants Committee.....	6
Unit Code Screening Committee.....	6
(Appellate Committees)	
Due Process Committee.....	6
Hearing Committee.....	6
Reconsideration Committee.....	6
Section III. Topics for the 1988-89 Faculty Senate.....	7

In 1988-89, the Faculty Senate met eight times in regular session, once in special session, and once in organizational session. A list of the Senate's actions and the Chancellor's responses comprise Section I. These actions dealt with, in part, Unit Codes, the University Calendar, searches for several new academic administrators, the curriculum, a minorities survey, the grading system, and the establishment of an Excellence in Administration Award.

Noteworthy are the resolution on Ethics in Research and Creative Activity, and, particularly, the special session of the Senate which was convened for the purpose of hearing the presentations of the strategic work groups.

During the spring, the search for a new Vice Chancellor for Academic Affairs was of concern to the Faculty Senate. The interview process was open and involved the entirety of the faculty. The Search Committee was appointed by the Chancellor with the advice of the Senate. Three Senate nominees were included in the five-member committee.

Most of the work of faculty governance is done in committee. The Academic and Senate Committees met 137 times and made 36 reports to the Senate, in addition to annual reports. Since much of the work involves consulting with administrators on the best way of implementing established policies, most committee accomplishments are not widely publicized. Some examples of the work of the twenty academic committees are as follows:

1. The Faculty Governance Committee has begun to consider a revision of Appendix D of the Faculty Manual.
2. The Educational Policies and Planning Committee is deeply involved in the ongoing Strategic Planning Process.
3. The Teaching Effectiveness Committee conducted a workshop on teaching effectiveness featuring Dr. Harvey Brightman who spoke on "Teaching Students in Ways They Learn Best."
4. The General College Committee and the Student Recruitment and Retention Committee continue to seek solutions to problems in the student advising system and have met with the Chancellor and Acting Vice Chancellor for Academic Affairs.

Many more examples can be found in Section II which includes a brief summary of each committee's annual report. For those desiring information about a committee's activities, the complete annual report and a set of minutes for the year is available for review in the Faculty Senate Conference Room. It should be noted that the Appellate Committees and Faculty Grievance Committee, dealing with essentially confidential personnel matters, do not report to the Senate on the nature of their decisions.

I have learned much in this my second and last year as Chair of the Faculty and while I have always been impressed by the hard work of the committee members, I have come to an even greater awareness of the importance of the committees in the work of the University. It is in this work that faculty governance becomes reality. East Carolina University has a well deserved reputation as a leader in faculty governance in the University of North Carolina system. It is because of this that the Senate Office receives frequent requests for information as to our Faculty Manual.

It has been a pleasure to serve with Chancellor Eakin in his second year at ECU. Dr. Eakin is a strong supporter of faculty governance.

The Faculty Officers for 1989-90 are James Joyce, Chair; Stella Daugherty, Vice Chair; and Belinda Lee, Secretary.

I. SENATE ACTIONS AND CHANCELLOR'S RESPONSES:

(By Meeting Date and Resolution Number)

September 13, 1988

- 88-35 Referral of Carl Adler Letter - "Search for the VCAA" to Faculty Governance Committee
- 88-36 Appreciation to Professor Henry Ferrell and Mrs. Sharon Johnston, of the (former) Planning Commission
- 88-35 & 36 Do Not Require Chancellor Eakin's Approval

October 11, 1988

- 88-37 Educational Policies & Planning Committee: Mission Statement Draft
- 88-38 Faculty Welfare Committee: Request that the Personnel Dept. Offer Educational Sessions Regarding TIAA/CREF Policy Revisions
- 88-39 Unit Code Screening Committee: Counseling Center Unit Code
- 88-40 Request that the Faculty Welfare Committee Not Publish the Results of the Minorities Survey and Further That It Redesign the Survey (Chancellor's Approval Not Required)
- 88-37 thru 88-39 Approved by Chancellor Eakin: November 15, 1988

November 8, 1988

- 88-41 Approval of the Fall 1988 Graduation List
- 88-42 Credits Committee: Repetition of Course Work Policy
- 88-43 Credits Committee: General Requirements for Graduation Policy (Referred Back to Credits Committee)
- 88-44 Curriculum Committee Report: Minutes of October 13, 1988
- 88-45 Teaching Effectiveness Committee: "Conclusions and Recommendations for Use of the Student Opinion Survey Data" Based on the Seven Principles Previously Adopted
- 88-41, 42, 44 and 45 Approved by Chancellor Eakin: November 17, 1988

December 6, 1988

- 88-46 Agenda Committee: 1989/90 Agenda Committee and Faculty Senate Meeting Dates (Chancellor's Approval Not Required)
- 88-47 Committee on Committees: Research/Creative Activity Committee Charge
- 88-48 Calendar Committee: Charge to Admissions Committee to Consider the Appeals Process and Concomitant Time Requirements with the Intention of Improving the Early Semester Start Date
- 88-49 Calendar Committee: 1991/92 Calendars (Referred back to the Calendar Committee) (Chancellor's Approval Not Required)
- 88-50 Faculty Governance Committee: Search Committee Ethics Statement
- 88-51 Research/Creative Activity Committee: Policy and Procedures on Ethics in Research and Creative Activities (Policy Section of Statement Approved on an Interim Basis Through January 31, 1989)
- 88-52 Unit Code Screening Committee: English Department Unit Code
- 88-53 The Sale of Complimentary Textbooks
- 88-47, 48, and 50-53 Approved by Chancellor Eakin: December 21, 1988

January 31, 1989

- 89-1 Policy on Ethics in Research and Creative Activity
- 89-2 Charge to Faculty Governance Committee to Consider the Baker Resolution Regarding the Establishment of an Excellence in Administration Award (Chancellor's Approval Not Required)
- 89-1 Approved by Chancellor Eakin: February 8, 1989

February 28, 1989

- 89-3 Curriculum Committee: Minutes of January 26 and February 9, 1989, Excluding item A.2.3. (Second Major)
- 89-3 Approved by Chancellor Eakin: March 6, 1989

March 28, 1989

- 89-4 Admissions Committee: Revision to Catalogue (Page 47) Regarding "Appeals"
- 89-5 Calendar Committee: Calendars for Summer 1991, Fall 1991, and Summer 1992
- 89-6 Credits Committee: Grading System, Grade Points, and Grade Point Average (Plus or Minus Policy)
- 89-7 Credits Committee: General Requirements for Graduation
- 89-8 Curriculum Committee: Minutes of February 23, 1989, Excluding item 2
Chancellor's Response Had Not Been Received at Time of Printing

April 25, 1989

- 89-9 Curriculum Committee: Minutes of March 23 and April 19, 1989, Including Deletion and Addition Contained in the Faculty Senate Minutes of April 25, 1989
- 89-10 Faculty Computer Committee: Disc Space
- 89-11 Faculty Governance Committee: Guidelines for Unit Codes
- 89-12 Faculty Governance Committee: Excellence in Administration Award Procedures
- 89-13 Teaching Effectiveness Committee: Memo to All Faculty Regarding Appendix C
- 89-14 Appreciation to Conner Atkeson, Chair of the Faculty
- 89-15 Educational Policies & Planning: University-level Review of Proposed Programs Prior to the Request to the General Administration to Plan and Establish Such Programs
- Chancellor's Response Had Not Been Received at Time of Printing

II. SENATE COMMITTEES AND THEIR WORK

There are 25 regular Faculty Senate Committees: 20 Academic Committees, 3 Appellate Committees, and 2 Senate Committees. This report will focus on the major committee accomplishments in 1988-89. Unless otherwise stated, no specific instructions were given beyond each committee's charge. A more extensive annual report for each committee is available in the Senate Office (Rawl Annex 140 or call 757-6537).

Academic and Senate Committees**ADMISSIONS COMMITTEE:**

The Committee met six times during the academic year. The Committee heard 247 student appeals (a decline of 47). It raised standards for math requirements for incoming freshmen for the 1989-90 academic year. It approved changes in the appeals process, as well as changes in the BFA degree in dance and changes in admission requirements for the BS degree in School and Community Health Education. The Committee participated in the search process for the Director of Admissions. Discussions were held concerning an alternative test for admission of international students. (Chair: Patricia Anderson, Education)

AGENDA COMMITTEE:

The Agenda Committee met eight times during the academic year. The Committee developed a full and clear agenda for each meeting of the Faculty Senate. (Chair: Patricia Terrell, Education)

CALENDAR COMMITTEE:

The Calendar Committee met three times during the academic year. The Committee prepared and submitted to the Senate University Calendars for Summer 1991, Fall 1991, Spring 1992. (Chair: James Hix, Chemistry)

CAREER EDUCATION COMMITTEE:

The Career Education Committee met six times during the academic year. It analyzed a four page survey concerning career education responsibilities at ECU. It also sponsored a joint meeting of Career Education Coordinators, Cooperative Education Liaisons, representatives of career education offices and committee members on March 1, 1989. (Chair: Martin Schultz, Sociology and Anthropology)

COMMITTEE ON COMMITTEES:

The Committee on Committees met four times during the academic year. In considering the charge of the Educational Policies & Planning Committee (EPPC), the Committee voted to recognize the Council of Teacher Education as a replacement for the Teacher Education Committee and further has recommended to the Faculty Senate that the ex-officio membership of EPPC be revised to include an elected member of the faculty representatives to the Council of Teacher Education. The Senate will hear a second reading in September 1989. The Committee denied a request from the Student Recruitment and Retention Committee to reorganize the Admissions and Course Drop Appeals Committees, denied requests from the Student Recruitment and Retention Committee for additional ex-officio members, recommended to the Faculty Senate that ex-officio status of the VC for Institutional Advancement be eliminated on the Research/Creative Activity Committee and be replaced by the Director of Sponsored Programs, denied a request from the Credits Committee for additional ex-officio members. As charged, the Committee solicited volunteers for committee membership and submitted nominations for Faculty Senate Academic Committees and for allotted positions on Administrative Committees. (Chair: Dan Hines, Business)

CONTINUING EDUCATION COMMITTEE:

The Committee met six times during the academic year. The Committee reviewed the Division's Quadrennial Report and goals for 1988-89. It concurred with the decision to close the military centers at Camp Lejeune and Cherry Point. The Committee discussed the urgency of continued funding for continuing education programs. (Chair: Margaret Stangoehr, Health Sciences Library)

COURSE DROP APPEALS COMMITTEE:

The Committee met three times during the summer of 1988 and six times during the academic year. The Committee heard 39 appeals of which 29 were denied, 8 were granted, and 2 were remanded to the Office of the Dean of the General College with new information. (Chair: Susan McDaniel, Biology)

CREDITS COMMITTEE:

The Committee met four times during the academic year and held, in addition, three open meetings for the purpose of hearings. The Committee approved recommendations in the Undergraduate Catalogue as follows: the section dealing with Repetition of Course Work (p. 43) should be modified and clarified (Resolution #88-42), page 50 should be changed to reflect the requirement that at least one half of a student's work in his/her major be completed at ECU (Resolution #89-7), and the undergraduate grading system should be modified to allow the use of plus and minus in grading (p. 46) (Resolution #89-6). Following open hearings, the Committee recommended that no change be made in the length of the course drop period. Disapproved was a request by a student to allow additional transfer credit. (Chair: G. W. Kalmus, Biology)

CURRICULUM COMMITTEE:

The Committee met ten times during the academic year. The Committee approved 59 new courses, changed degree requirements for 40 majors, accepted minor changes in 97 courses, approved 5 new degree/majors/options/concentrations/minors, deleted 47 courses, deleted one major, placed 11 courses in the curriculum bank, and removed 4 courses from the bank. (Chair: William Grossnickle, Psychology)

EDUCATIONAL POLICIES AND PLANNING COMMITTEE: The Committee met eleven times during the academic year. The Committee presented the new University Mission Statement to the Senate (Resolution #88-37), and presented a resolution regarding University-level review of proposed programs prior to the request to plan and establish such programs (Resolution #89-15). The Committee advised the three Strategic Planning Workgroups and the Director of Planning on methods of including the faculty and issues to consider in the process. It also advised the Chancellor on criteria to be used in evaluating proposed new degree programs. (Chair: Robert Schellenberger, Business)

FACULTY AFFAIRS COMMITTEE: The Committee met three times during the academic year. It presented a report to the Senate regarding grievance procedures. It received three grievances and accepted one for mediation. Discussion of the "six year cap" was held with no action. It discussed concerns relative to the determination of the summer school salary schedule. The Committee was unusually inactive. (Chair: Karl Rodabaugh, Continuing Education [through Feb. 1989], Vice Chair: Dan Hines, Business)

FACULTY COMPUTER COMMITTEE: The Committee met seven times during the academic year. A resolution concerning the availability of computer time and space was offered the Senate (Resolution #89-10). The Committee updated the FCC Handbook for committee members, reviewed and commented on the CIS 1988-89 academic computing budget, advised CIS on the need to increase disc space, assisted CIS in implementing the Academic Computing Lab Policy and on the External Use Policy. (Chair: Charles Ziehr, Geography)

FACULTY GOVERNANCE COMMITTEE: The Committee met seven times during the academic year. The Committee was specifically instructed to consider the question of ethics in the search process and to consider Resolution 89-2 (the Baker Resolution Regarding the Establishment of an Excellence in Administration Award). Three Senate resolutions originated in the Committee: 88-50, Search Committee Ethics Statement; 89-11, Guidelines for Unit Code Reviews; and 89-12, Recommendations for an Excellence in Administration Award. In addition, the Committee began the review of a proposed revision of Appendix D of the Faculty Manual which will be continued in the academic year 1989-90. (Chair: Robert Woodside, Math)

FACULTY WELFARE COMMITTEE: The Committee met seven times during the academic year. The Committee passed a resolution seeking longevity pay for EPA employees. It reported to the Senate on the status of HMO-TIAA and began to develop guidelines for an Employee Assistance Program. It established a subcommittee for a faculty minority survey. (Chair: Patricia Dunn, HPERS)

GENERAL COLLEGE COMMITTEE: The Committee met seven times during the academic year. Two subcommittees continued: Academic Advising and Faculty Opinion of General Education Requirements. A joint meeting concerning advising was held with the Student Recruitment and Retention Committee, the Chancellor and the Vice Chancellor for Academic Affairs. Recommendations were made to include advising on the Faculty Evaluation form and that advising be part of promotion and tenure decisions. The Committee summarized results of the faculty survey of general education requirements. Results indicated no need for drastic revisions. (Chair: Robert Christian, Biology)

LIBRARIES COMMITTEE: The Committee met twice during the academic year. The Committee was specifically asked to examine fire prevention policies and plans of Joyner Library. The matter was discussed with the Acting Director. Additionally, the Committee was asked to study the Serials Review Project of Joyner Library. The issue was discussed and

the Committee approved a report prepared by the library staff. The report was distributed to Unit Library Representatives. (Chair: Don Collins, Library and Information Studies)

RESEARCH/CREATIVE ACTIVITIES COMMITTEE: The Committee met five times during the academic year. The Committee reviewed and selected grant proposals to recommend to the Vice Chancellor for Academic Affairs for the 1989-90 academic year and 1989 summer stipend funding. The Committee also approved and presented to the Senate "Policy and Procedures on Ethics in Research and Creative Activities." (Chair: Henry Ferrell, History)

STUDENT RECRUITMENT AND RETENTION COMMITTEE: The Committee met seven times during the academic year. It developed recommendations for a University Policy on Advising in conjunction with the General College Committee. A joint meeting with the General College Committee, and the Chancellor and Acting Vice Chancellor for Academic Affairs was held on the subject of advising. It recommended jointly with the General College Committee that advising be made a part of the faculty evaluation process. Two members of the Committee, Gene Owens and James Pinkney, attended the second National Conference on Student Retention. (Chair: Michael Cotter, Academic Library Services)

STUDENT SCHOLARSHIPS, FELLOWSHIPS, AND FINANCIAL

AID COMMITTEE: The Committee met five times during the academic year. The Committee heard appeals from four scholarship athletes and in each case supported the recommendation of the Athletic Department to terminate the scholarships. It approved the Jenkins Scholarships but recommended that no long range guidelines be developed. (Chair: Ruth Jones, Business)

TEACHING EFFECTIVENESS COMMITTEE: The Committee met ten times during the academic year. It reported to the Senate on the survey results of the seven principles and on a clarification of Appendix C in reference to the evaluation of teaching. The Committee was specifically instructed by the Faculty Senate to work on the recommendations contained in Resolution 88-45 (endorsement by the Senate of the recommendations by the Committee concerning the seven principles). A booklet, "A Guide to Evaluating Teaching for Promotion and Tenure" was distributed to all unit and department heads. Several members attended a symposium on teaching. Three members will represent ECU at the Colloquy on Teaching to be held at Western Carolina University in July 1989. (Chair: Christa Reiser, Sociology and Anthropology)

TEACHING GRANTS COMMITTEE: The Committee met seven times during the academic year. The Committee reviewed and selected teaching grants proposals to recommend to the Vice Chancellor for Academic Affairs for the 1989-90 academic year and 1989 summer stipend funding. (Chair: Paul Varlashkin, Physics)

UNIT CODE SCREENING COMMITTEE: The Committee met four times during the academic year. Unit Codes were approved as follows: School of Art, Health Sciences Library, Departments of History and Library and Information Studies (Resolution #88-33); Counseling Center (Resolution #88-39); and Department of English (Resolution #88-52). (Chair: Don Sexauer, Art)

Appellate Committees

DUE PROCESS COMMITTEE: The Committee did not meet during the academic year.

HEARING COMMITTEE: The Committee met once.
(Chair: Tinsley Yarbrough)

RECONSIDERATION COMMITTEE: The Committee did not meet during the academic year.

III. TOPICS FOR THE 1988-89 FACULTY SENATE

ECU has selected a new Vice Chancellor for Academic Affairs who will take office on July 1, 1989. The search for other administrative officers continues, particularly for the Vice Chancellor of Business Affairs and the Vice Chancellor for Health Sciences. The new Mission Statement is in place and strategic planning work continues. The Strategic Planning Process and the results are vitally important to the development of the University. In all matters affecting this University, the faculty has a clear stake and the Faculty Senate will play a vital role.

1. Student recruitment and retention continues to be a problem, particularly among the minorities. This is important to the future of ECU. Strategies to resolve these problems must be developed.
2. Strong faculty development programs must be implemented to encourage and assist faculty in keeping abreast of new ideas. If the University is to move to the forefront of comprehensive universities, faculty development is a must.
3. The University must continue to aggressively seek ways of improving the quality of entering freshmen. This is a complex problem, worthy of serious effort on the part of our faculty. It calls for far-reaching cooperation with the North Carolina Public School System.
4. Create a formal structure of University-level review for new academic programs before they are submitted to the General Administration for permission to plan and to establish the program is requested.
5. Seek ways to enhance the image of ECU as a strong comprehensive university.
6. A survey should be made which is limited to minority faculty, for the purpose of determining the strengths and weaknesses of ECU in recruiting minority faculty. The term "minority" should be clearly defined and the survey document should allow for the respondent to indicate what minority they believe they are (black, black woman, white woman, Hispanic, etc.).
7. The year 1989-90 will be the 25th anniversary of the Faculty Senate and some special note should be made of this.