



March 1, 1990

Faculty Senate
140 Rawl Annex
919-757-6537
FSLEE@ECUVM1

Dr. Richard Eakin, Chancellor
East Carolina University
Spilman Building
Greenville, N. C. 27858

Dear Chancellor Eakin:

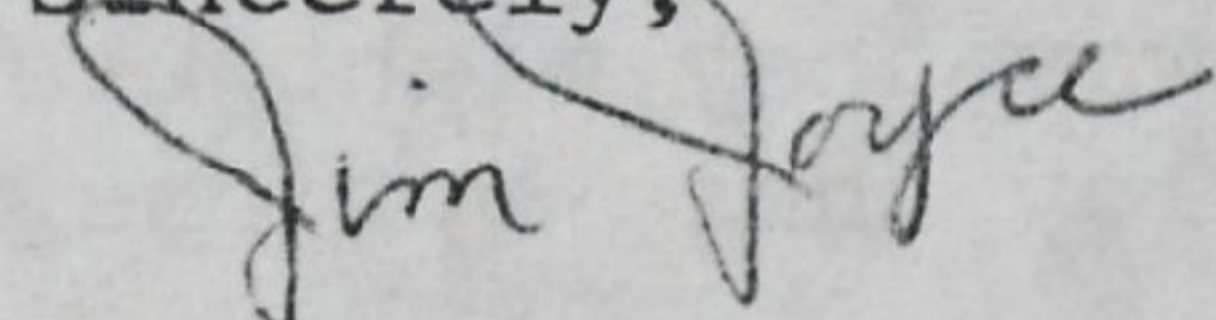
On February 20, 1990, the Faculty Senate approved, for your consideration, the following resolutions:

- #90-7 Writing Across the Curriculum (WAC) Resolution (attached)
- #90-8 That the Senate support efforts to develop multi-disciplinary and multicultural initiatives, such as Writing Across the Curriculum.
- #90-9 That the Senate recognize that some incoming students at ECU lack the kinds of writing skills they will need both as students and, once graduated, as professionals.
- #90-10 That the Senate support the principle that writing can and may be used in classes throughout the university to help students become better learners and improved writers.
- #90-11 That the involvement of faculty in a WAC program be optional.
- #90-12 That faculty who participate in a WAC program be justly rewarded for their efforts.
- #90-13 That since WAC can include a variety of uses of writing, that any program present teachers with options for the way they might use writing in their classes and train them to employ those options.
- #90-14 That WAC be developed by beginning with existing programs, such as the Writing Center, and with courses which currently use writing.
- #90-15 That a support system for WAC be built as soon as possible into the Writing Center so that the program can begin as early as Fall 1990.
- #90-16 That a committee be appointed by the current Director of WAC to continue the task of developing WAC in cooperation with the office of the Vice Chancellor for Academic Affairs.

- #90-17 That changes in student writing and learning as a product of WAC be studied over the next three years.
- #90-18 That any changes in curriculums as a product of WAC be carried out through established committees.
- #90-19 That WAC should be under the auspices of the office of the Vice Chancellor for Academic Affairs.
- #90-20 Revised Admissions and Recruitment Committee charge (attached)
- #90-21 Revised Credits Committee charge (attached)
- #90-22 Revised Curriculum Committee charge (attached)
- #90-23 Revised Student Retention Committee charge (attached)
- #90-24 Revised Teaching Effectiveness Committee charge (attached)
- #90-25 New Readmission Appeals Committee charge (attached)
- #90-26 Composition of the Ad-Hoc Committee to consider the College of Arts and Sciences Chairs' Resolution
- #90-27 Amendment to Appendix A regarding the Agenda Committee's role in preparing dates for Faculty Senate meetings
- #90-28 Approval of Summer 1992 calendar (attached)
- #90-29 Approval of Fall 1992 calendar (attached)
- #90-30 Approval of Spring 1993 calendar (attached)

Thank you for your consideration of the above mentioned resolutions.

Sincerely,



Jim Joyce
Chair of the Faculty

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Attachments

cc: Marlene Springer, Vice Chancellor for Academic Affairs

**RESOLUTION OF THE FACULTY SENATE AD HOC COMMITTEE
ON WRITING ACROSS THE CURRICULUM**

WHEREAS, The final report of the Faculty Senate Ad Hoc Committee on Writing Across the Curriculum concludes that a program in Writing Across the Curriculum will enable teachers to help students become better learners and improved writers, and

WHEREAS, that same committee recommends that steps be taken immediately to develop a university-wide program in Writing Across the Curriculum in cooperation with the office of the Vice Chancellor for Academic Affairs,

THEREFORE, BE IT RESOLVED THAT the Senate likewise recommends to the Vice Chancellor for Academic Affairs the appointment of a Task Force, as outlined in the Final Report of the Faculty Senate Ad Hoc Committee on Writing Across the Curriculum to work with the Vice Chancellor's office in developing a program in Writing Across the Curriculum.

ADMISSIONS AND RECRUITMENT COMMITTEE CHARGE

Revised November 30, 1989
(Faculty Senate Resolution #90-20)

1. Name: Admissions and Recruitment Committee

2. Membership:

7 faculty members and 1 student member. Ex-officio member (with vote): The Chair of the Faculty. Ex-officio members (without vote but with all other parliamentary privileges): The Chancellor, the Vice Chancellor for Academic Affairs, the Director of Admissions, the Director of Continuing Education, and the Associate Vice Chancellor for Undergraduate Studies/Dean of the General College, or their appointed representatives.

3. Quorum: 4 elected members

4. A. Committee Functions:

1. The Committee is concerned with matters related to the admission and recruitment of entering students;
2. The Committee recommends policies, procedures and standards governing under-graduate admissions and recruitment.
3. The Committee serves as an appeals board for entering students who for sufficient reasons cannot meet admission requirements.

B. To Whom The Committee Reports:

The Committee makes its recommendations of policies, procedures and standards governing admissions pertaining to academic regulations and residence requirements for degree programs to the Faculty Senate.

C. How Often The Committee Reports:

The Committee reports to the Faculty Senate on the academic composition of the freshman class and entering transfer students at least once a year, and reports other times as necessary.

D. Power Of The Committee To Act:

The Committee is empowered to make decisions regarding entering student admission appeals. The Committee suggests to the Director of Admissions such research studies as are helpful for evaluation of the efficiency of current practices.

CREDITS COMMITTEE CHARGE
Revised November 30, 1989
(Faculty Senate Resolution #90-21)

1. Name: Credits Committee

2. Membership:

5 faculty members and 1 student member. Ex-officio member (with vote): The Chair of the Faculty. Ex-officio members (without vote but with all other parliamentary privileges): The Chancellor and the Vice Chancellor for Academic Affairs, or their appointed representatives.

3. Quorum: 3 faculty members exclusive of ex-officio

4. A. Committee Functions:

The Credits Committee:

- 1) reviews policies and practices pertaining to academic credits and academic standards. Matters of concern include academic credits and grading policies, absentee policies, drop policies, withdrawal policies, and multiple F policies;
- 2) serves as an appeals board for students who wish to appeal administrative decisions involving the interpretation and enforcement of policies pertaining to academic credits and standards.
- 3) recommends policies regulating the 30 semester hour residence requirement for graduation.

B. To Whom The Committee Reports:

The Credits Committee:

- 1) recommends policies and practices pertaining to academic credits and academic standards to the Faculty Senate;
- 2) forwards the Committee's student appeal decisions on student appeals to the Vice Chancellor for Academic Affairs

C. How Often The Committee Reports:

The Committee reports to the Faculty Senate as often as necessary, but at least once a year.

D. Power Of The Committee To Act:

The Committee is empowered to make decisions in student appeals cases.

CURRICULUM COMMITTEE CHARGE
Revised November 30, 1989
(Faculty Senate Resolution #90-22)

1. Name: Curriculum Committee

2. Membership:

11 faculty members and 2 student members. Ex-officio member (with vote): The Chair of the Faculty. Ex-officio members (without vote but with all other parliamentary privileges): The Chancellor and the Vice Chancellor for Academic Affairs, or their appointed representatives.

3. Quorum: 7 elected faculty members

4. A. Committee Functions:

The Curriculum Committee is concerned with undergraduate courses and programs. It has the responsibility of assuring the high quality of course offerings. It reviews requests for permission to plan new degree programs and reports on its review to the Educational Policies and Planning Committee. The Committee reviews and presents to the Faculty Senate for its approval:

1. Policies for determining the acceptability of programs and courses;
2. New courses and program proposals and modifications of existing programs presented to the Committee by the academic units;
3. Proposals regarding changes in the general education requirements presented to it by the General College Committee;
4. Policies for the proposal of new courses and programs and for the banking and deletion of courses and programs; and
5. Proposals regarding changes in the teacher education requirements presented to it by the Teacher Education Committee.
6. Proposals regarding standards and requirements for admission to and retention in degree programs.

B. To Whom The Committee Reports:

The Committee reports to the Faculty Senate. It reports on requests for permission to plan new degree programs to the Educational Policies and Planning Committee.

C. How Often The Committee Reports:

The Committee reports to the Faculty Senate as often as necessary, but at least once a year.

D. Power Of The Committee To Act:

The Committee is empowered to make recommendations to the Faculty Senate in curriculum matters in 4. A.

STUDENT RETENTION COMMITTEE CHARGE

Revised November 30, 1989

(Faculty Senate Resolution #90-23)

1. Name: Student Retention Committee
2. Membership: 6 faculty members and 1 student member. Ex-officio member (with vote): The Chair of the Faculty. Ex-officio members (without vote but with all other parliamentary privileges): The Chancellor, the Vice Chancellor for Academic Affairs, the Associate Vice Chancellor for Undergraduate Studies/Dean of the General College, the Vice Chancellor for Student Life, or their appointed representatives, and the Chair of the Readmission and Appeals Committee.

3. Quorum: 4 faculty members exclusive of ex-officio

4. A. Committee Functions:

The Student Retention Committee is concerned with matters relating to the retention of students. The Committee reviews policies and procedures governing orientation and retention of students.

- B. To Whom The Committee Reports:

The Committee recommends policies and procedures governing orientation and retention of students to the Faculty Senate.

- C. How Often The Committee Reports:

The Committee reports to the Faculty Senate at least once a year and other times as necessary.

- D. Power Of The Committee To Act:

The Committee makes recommendations concerning the implementation and administration of policies and procedures regarding the orientation and retention of students to the appropriate University officials.

TEACHING EFFECTIVENESS COMMITTEE CHARGE

Revised November 30, 1989
(Faculty Senate Resolution #90-24)

1. Name: Teaching Effectiveness Committee

2. Membership:

10 faculty members and 3 student members. Ex-officio member (with vote): The Chair of the Faculty. Ex-officio members (without vote but with all other parliamentary privileges):: The Vice Chancellor for Academic Affairs, the Dean of the College of Arts and Sciences, and the Dean of one Undergraduate Professional School, or their appointed representatives. The Deans of the Undergraduate Professional Schools shall rotate from year to year in alphabetical order of their schools. All faculty members shall serve three-year terms staggered so that no more than one-third of the members shall be elected annually. The student members and the Deans of undergraduate professional schools shall serve one-year terms.

3. Quorum: 6 elected faculty members exclusive of ex-officio

4. A. Committee Functions:

The Teaching Effectiveness Committee is concerned with the identification and development of faculty teaching effectiveness and with the promotion of teaching excellence. As a means of encouraging improved teaching effectiveness, the Committee is charged with the responsibility of studying and developing methods and procedures for the identification of teaching excellence through programs such as surveys of student and collegial opinion. The Committee shall assist units requesting aid in developing teaching evaluation instruments for personnel decisions and, when requested, shall assist individual faculty members in improving their teaching effectiveness. The Committee is empowered to recommend the procedures by which the recipients of the annual Alumni Association teaching awards are chosen.

B. To Whom The Committee Reports:

The Committee makes its recommendation of policies and procedures governing teaching excellence to the Faculty Senate.

C. How Often the Committee Reports:

The Committee reports to the Faculty Senate as often as necessary, but at least once a year.

D. Power Of The Committee To Act:

The Committee is empowered to request assistance from the Vice Chancellor for Academic Affairs for the promotion of teaching excellence.

READMISSION APPEALS COMMITTEE CHARGE

Created November 30, 1989
(Faculty Senate Resolution #90-25)

1. Name: Readmission Appeals Committee
2. Membership: 7 faculty members, 2 alternate faculty members and 1 student member. Ex-officio member (with vote): The Chair of the Faculty. Ex-officio members (without vote but with all other parliamentary privileges): The Chancellor, the Vice Chancellor for Academic Affairs, the Director of Continuing Education, the Registrar, and the Associate Vice Chancellor for Undergraduate Studies/Dean of the General College or their appointed representatives.
3. Quorum: 4 faculty members exclusive of ex-officio
4. A. Committee Functions:
 1. The Readmission Committee is concerned with matters relating to the readmission of students.
 2. The Committee recommends policies, procedures, and standards regarding the readmission of students.
 3. The Committee serves as an appeals board for students seeking readmission and for continuing students who have been declared academically ineligible to return.
- B. To Whom The Committee Reports:

The Committee makes its recommendations of policies, procedures and standards governing readmission of students to the Faculty Senate.
- C. How Often The Committee Reports:

The Committee reports to the Faculty Senate at least once a year and other times as necessary.
- D. Power Of The Committee To Act:

The Committee makes recommendations concerning the implementation and administration of policies, procedures and standards regarding the readmission of students to the appropriate University officials.

SUMMER SESSIONS 1992**FIRST TERM**

(Actual class days: 5 Mondays, 5 Tuesdays, 5 Wednesdays, 5 Thursdays, 5 Fridays, 1 day for Registration, 1 day for Final Exams)

April 20, Monday	Last day to apply for admission to Graduate School for first term
May 15, Friday	Schedules cancelled for all who have not paid fees by 4:00 p.m.
May 18, Monday	Registration and schedule changes
May 19, Tuesday	Classes begin; late registration; schedule changes
May 20, Wednesday	Last day for late registration and schedule changes for first term
June 1, Monday	Last day for undergraduate students to drop term-length courses or withdraw from school without grades. Block courses may be dropped only during the first 40% of their regularly scheduled class meetings.
June 12, Friday	Last day to submit thesis to the Graduate School for first term graduation
June 16, Tuesday	Last day for graduate students to drop courses without grades
June 22, Monday	Classes end
June 23, Tuesday	Final examinations

SECOND TERM

(Actual class days: 4 Mondays, 5 Tuesdays, 5 Wednesdays, 6 Thursdays, 5 Fridays, 1 day for Registration, 1 day for Final Exams)

May 26, Tuesday	Last day to apply for admission to Graduate School for second term
June 23, Tuesday	Schedules cancelled for all who have not paid fees by 4:00 p.m.
June 24, Wednesday	Registration and schedule changes
June 25, Thursday	Classes begin; late registration; schedule changes
June 26, Friday	Last day for late registration and schedule changes for second term
July 6, Monday	State Holiday
July 9, Thursday	Last day for undergraduate students to drop term-length courses or withdraw from school without grades. Block courses may be dropped only during the first 40% of their regularly scheduled class meetings.
July 20, Monday	Last day to submit thesis to the Graduate School for second term graduation
July 24, Friday	Last day for graduate students to drop courses without grades
July 30, Thursday	Classes end
July 31, Friday	Final examinations

FALL SEMESTER 1992

(Actual class days: 14 Mondays, 14 Tuesdays, 14 Wednesdays, 14 Thursdays, 14 Fridays, and 14 Saturdays)

July 22, Wednesday	Last day for persons holding a bachelor's degree to apply for admission to Graduate School for the fall semester
August 10, Monday	Last day to pay or secure fall semester fees without penalty
August 20, Thursday	Faculty meetings; schedules cancelled for all who have not paid fees by 4:00 p.m.
August 21, Friday	Registration and schedule changes
August 24, Monday	Classes begin; late registration; schedule changes
August 25, Tuesday	Last day for late registration and schedule changes
September 3, Thursday	Last day to apply for graduation in December 1992
September 7, Monday	Labor Day holiday; no classes
October 5, Monday	Last day for undergraduate students to drop semester-length courses or withdraw from school without grades. Block courses may be dropped only during the first 40% of their regularly scheduled class meetings.
October 26- 27 Monday Tuesday	Fall break (tentative) *Depending on when Homecoming is set*
November 16, Monday	Early registration for spring semester 1993 begins
November 20, Friday	Last day to remove incompletes given during spring and/or summer session 1992
November 25- November 29 Wednesday to Sunday	Thanksgiving break
November 30, Monday	8:00 a.m. - Classes resume, and last day for graduate students to drop courses without grades.
December 1, Tuesday	Last day to submit thesis to the Graduate School for Fall graduation
December 7, Monday	Classes end
December 8, Tuesday	Reading Day
December 9, Wednesday	Regular exams begin
December 12, Saturday	Commencement
December 16, Wednesday	Exams for fall semester close

**EXAMINATION SCHEDULE
FALL SEMESTER 1992**

There will be no departure from the printed schedule, except as noted below: All examinations for one credit hour courses will be held during the last regular meeting of the class. Classes meeting more than three times a week will follow the examination schedule for MWF classes.

Examinations in undergraduate courses meeting at night will be held at 7:30-9:30 p.m. on the first night of their usual meeting during the examination period (December 9 - December 15). Graduate courses meeting at night will hold their examination during their regular class time the first class night during the examination period. Courses meeting on Saturday morning will have the final examination on Saturday, December 5, at the usual hour at which the class meets.

Those classes beginning between hours or meeting more than one hour will have the final examination at the time scheduled for the hour during which the class begins (e.g., a 9:30-11:00 a.m. TTH class will meet the examination schedule of the 9:00 a.m. TTH class; an 8:00-10:00 a.m. MWF class will meet the examination schedule of the 8:00 a.m. MWF class.)

Common examinations will be held according to the following schedule:

Mathematics 1065	Wednesday, December 9, 5:00-7:00 p.m.
Geography 1000	Thursday, December 10, 5:00-7:00 p.m.
Chemistry 0150,1120,1150,1160,2620	Friday, December 11, 5:00-7:00 p.m.
French 1001,1003, Spanish 1001, German 1001	Saturday, December 12, 9:00-11:00 a.m.
Physics 1251,1261	Saturday, December 12, 1:00-3:00 p.m.
French 1002, Spanish 1002,1003, German 1002 and Chemistry 1121,1151,1161,2621	Monday, December 14, 5:00-7:00 p.m.
Economics 1000,2113,2133	Tuesday, December 15, 5:00-7:00 p.m.

Other examinations will be held on Wednesday, December 9; Thursday, December 10; Friday, December 11; Monday, December 14; Tuesday, December 15; and Wednesday, December 16.

Times Class Regularly Meets	Time and Day of Examination
8:00 MWF	11:00- 1:00, Wednesday, December 9
8:00 TTh	2:00- 4:00, Wednesday, December 16
9:00 MWF	11:00- 1:00, Friday, December 11
9:00 TTh	11:00- 1:00, Monday, December 14
10:00 MWF	11:00- 1:00, Tuesday, December 15
10:00 TTh	2:00- 4:00, Wednesday, December 9
11:00 MWF	11:00- 1:00, Wednesday, December 16
11:00 TTh	2:00- 4:00, Thursday, December 10
12:00 MWF	2:00- 4:00, Friday, December 11
12:00 TTh	2:00- 4:00, Monday, December 14
1:00 MWF	2:00- 4:00, Tuesday, December 15
1:00 TTh	11:00- 1:00, Thursday, December 10
2:00 MWF	8:00-10:00, Wednesday, December 9
2:00 TTh	8:00-10:00, Thursday, December 10
3:00 MWF	8:00-10:00, Friday, December 11
3:00 TTh	8:00-10:00, Monday, December 14
4:00 MWF	8:00-10:00, Tuesday, December 15
4:00 TTh	8:00-10:00, Wednesday, December 16

SPRING SEMESTER 1993

(Actual class days: 14 Mondays, 15 Tuesdays, 14 Wednesdays, 14 Thursdays, 13 Fridays, 14 Saturdays. Effective class days: 14 Mondays, 14 Tuesdays, 14 Wednesdays, 14 Thursdays, 14 Fridays, 14 Saturdays)

December 2, Wednesday	Last day for persons holding a bachelor's degree to apply for admission to Graduate School for the spring semester
December 11, Friday	Last day to pay or secure spring semester fees without penalty
January 7, Thursday	Schedules cancelled for all who have not paid fees by 4:00 p.m.
January 8, Friday	Registration and schedule changes
January 11, Monday	Classes begin; late registration; schedule changes
January 12, Tuesday	Last day for late registration and schedule changes
January 18, Monday	State Holiday (no classes)
January 19, Tuesday	Last day to apply for graduation in May 1993
February 22, Monday	Last day for undergraduate students to drop semester-length courses or withdraw from school without grades. Block courses may be dropped only during the first 40% of their regularly scheduled class meetings.
March 7- 14 Sunday to Sunday	Spring recess
March 15, Monday	8:00 a.m. - Classes resume
March 29, Monday	Early registration for summer sessions and fall semester 1993 begins
April 5, Monday	Last day to remove incompletes given during fall semester 1992
April 9, Friday	State holiday (no classes)
April 13, Tuesday	Good Friday makeup day (Classes which normally would have met on Friday, April 9, will meet on this day so that there will effectively be the same number of Tuesdays and Fridays as every other weekday during the semester.)
April 15, Thursday	Last day for graduate students to drop courses without grades.
April 16, Friday	Last day to submit thesis to the Graduate School for spring graduation
April 27, Tuesday	Classes end
April 28, Wednesday	Reading day
April 29, Thursday	Regular exams begin
May 6, Thursday	4:00 p.m. - Exams for spring semester close
May 8, Saturday	Commencement

**EXAMINATION SCHEDULE
SPRING SEMESTER 1993**

There will be no departure from the printed schedule, except as noted below: All examinations for one credit hour courses will be held during the last regular meeting of the class. Classes meeting more than three times a week will follow the examination schedule for MWF classes.

Examinations in undergraduate courses meeting at night will be held at 7:30-9:30 p.m. on the first night of their usual meeting during the examination period (April 29 - May 5). Graduate courses meeting at night will hold their examination during their regular class time the first class night during the examination period. Courses meeting on Saturday morning will have the final examination on Saturday, April 24, at the usual hour at which the class meets.

Those classes beginning between hours or meeting more than one hour will have the final examination at the time scheduled for the hour during which the class begins (e.g., a 9:30-11:00 a.m. TTH class will meet the examination schedule of the 9:00 a.m. TTH class; an 8:00-10:00 a.m. MWF class will meet the examination schedule of the 8:00 a.m. MWF class.)

Common examinations will be held according to the following schedule:

Geography 1000	Thursday, April 29, 5:00-7:00 p.m.
Chemistry 0150,1120,1150,1160,2620	Friday, April 30, 5:00-7:00 p.m.
French 1001,1003, Spanish 1001, German 1001	Saturday, May 1, 9:00-11:00 a.m.
Physics 1251,1261	Saturday, May 1, 1:00-3:00 p.m.
French 1002, Spanish 1002,1003, German 1002 and Chemistry 1121,1151,1161,2621	Monday, May 3, 5:00-7:00 p.m.
Economics 1000,2113,2133	Tuesday, May 4, 5:00-7:00 p.m.
Mathematics 1065	Wednesday, May 5, 5:00-7:00 p.m.

Other examinations will be held on Thursday, April 29; Friday, April 30; Monday, May 3; Tuesday, May 4; Wednesday, May 5; and Thursday, May 6.

Times Class Regularly Meets	Time and Day of Examination
8:00 MWF	11:00- 1:00, Monday, May 3
8:00 TTh	8:00-10:00, Friday, April 30
9:00 MWF	11:00- 1:00, Wednesday, May 5
9:00 TTh	11:00- 1:00, Thursday, May 6
10:00 MWF	2:00- 4:00, Thursday, April 29
10:00 TTh	2:00- 4:00, Monday, May 3
11:00 MWF	2:00- 4:00, Friday, April 30
11:00 TTh	2:00- 4:00, Tuesday, May 4
12:00 MWF	2:00- 4:00, Wednesday, May 5
12:00 TTh	2:00- 4:00, Thursday, May 6
1:00 MWF	8:00-10:00, Thursday, April 29
1:00 TTh	11:00- 1:00, Tuesday, May 4
2:00 MWF	8:00-10:00, Monday, May 3
2:00 TTh	8:00-10:00, Tuesday, May 4
3:00 MWF	8:00-10:00, Wednesday, May 5
3:00 TTh	8:00-10:00, Thursday, May 6
4:00 MWF	11:00- 1:00, Thursday, April 29
4:00 TTh	11:00- 1:00, Friday, April 30