



Office of SACS
1990-1992 Self-Study

Director:
James LeRoy Smith
Assistant
to the Director:
Emily S. Boyce
219 Spilman

919-757-4395

Current Activities:

(1) Charges for the 5 Working Committees are drafted and are being discussed with chairs of those committees. We are asking for further suggestions from the Council of Deans, the Faculty Senate, and EPP, as well as from the working committee chairs:

INSTITUTIONAL PURPOSE, Steve Thomas
INSTITUTIONAL EFFECTIVENESS, Bob Schellenberger
EDUCATIONAL PROGRAM, Bob Thompson
EDUCATIONAL SUPPORT SERVICES, Janice Faulkner
ADMINISTRATIVE PROCESSES, Helen Grove

(the draft charges are attached)

(2) We are working with the five chairs to produce membership nominations for the committees and subcommittees. The membership totals are:

INSTITUTIONAL PURPOSE (5 members)
INSTITUTIONAL EFFECTIVENESS (5 members)
EDUCATIONAL PROGRAM (Chair, plus 5 subcommittee chairs)
--Undergraduate Program Subcommittee (5 members)
--Graduate Program Subcommittee (5 members)
--Cont. Ed., Outreach, & Service Subcom (5 members)
--Faculty Subcommittee (5 members)
--Consortial & Contractual Subcom (5 members)
EDUCATIONAL SUPPORT SERVICES (Chair, plus 5 subcom chairs)
--Library (5 members)
--Instructional Support (5 members)
--Computer Resources & Services (5 members)
--Student Development Services (5 members)
--Intercollegiate Athletics (5 members)
ADMINISTRATIVE PROCESS (Chair, plus 5 subcom chairs)
--Organization & Administration (5 members)
--Institutional Advancement (5 members)
--Financial Resources (5 members)
--Physical Resources (5 members)
--Externally Funded Grants & Contracts (5 members)

Please respond affirmatively if you are contacted to serve.

(3) The next Steering Committee meeting will be Monday, April 9, 1990, at which time we hope to approve of working committee charges and total committee memberships for recommendation to Dr. Springer and Dr. Eakin.

(4) Each Working Committee will be convened once during for a briefing regarding the structure and function of self-study work during the academic year 1990-91.

WORKING COMMITTEE CHARGES

DRAFT:

INSTITUTIONAL PURPOSE COMMITTEE: The Institutional Purpose Committee will be guided by the statements in the Criteria listed under "Institutional Purpose." The Committee will draft a report establishing how well East Carolina University meets the "must" and "should" statements in this section of the Criteria. The Committee will follow the work plan developed in the summer of 1990 by the ECU SACS Self-Study Office, refining that work plan in coordination with that Office when needed. As well as reviewing all responses to University questionnaires completed in the fall of 1990, the Committee will review other working committee drafts in the spring of 1991 to ensure University compliance with the standards for institutional purpose. The Committee will complete an initial draft of its report by April 1, 1991. Thereafter, the Committee will continue to function as a review committee until the University Self-Study Report is approved. The Committee is responsible for keeping Minutes of all meetings and forwarding them to the Self-Study Office in a timely manner. The Committee is also responsible for forwarding any recognized non-compliances to the Self-Study Office at the point of recognition.

DRAFT

INSTITUTIONAL EFFECTIVENESS COMMITTEE: The Institutional Effectiveness Committee will be guided by the statements in the Criteria listed under "Institutional Effectiveness". The Committee will draft a report establishing how well East Carolina University meets the "must" and "should" statements in this section of the Criteria. The Committee will follow the work plan developed in the summer of 1990 by the ECU SACS Self-Study Office, refining that work plan in coordination with that Office when needed. As well as reviewing all responses to University questionnaires completed in the fall of 1990, the Committee will review drafts of reports by other working committees in the spring of 1991 to ensure University compliance with the standards for institutional effectiveness. The Committee will complete an initial draft of its report by April 1, 1991. Thereafter, the Committee will continue to function as a review committee until the University Self-Study Report is approved. The Committee is responsible for keeping Minutes of all meetings and forwarding them to the Self-Study Office in a timely manner. The Committee is also responsible for forwarding any recognized non-compliances to the Self-Study Office at the point of recognition.

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EDUCATIONAL PROGRAM COMMITTEE: The Educational Program Committee will be guided by the statements in the Criteria listed under "Educational Program." The Committee will draft a report establishing how well East Carolina University meets the "must" and "should" statements in this section of the Criteria. The five subcommittees: Undergraduate Program; Graduate program; Continuing Education, Outreach, and Service Programs; Faculty; and, Consortial and Contractual Relationships, will provide the Committee with draft reports responding to the "must" and "should" statements regarding their specific subsection in the Criteria. The Committee and the subcommittees will follow the work plans developed in the summer of 1990 by the ECU SACS Self-Study Office, refining that work plan in coordination with that Office when needed. The Committee and the subcommittees will review relevant responses to the University questionnaire completed in the fall of 1990 and other appropriate materials. The Committee will complete an initial draft of its report by April 1, 1991. Thereafter, the Committee will continue to function as a review committee until the University Self-Study Report is approved. The Committee is responsible for keeping Minutes of all meetings and forwarding them to the Self-Study Office in a timely manner. The Committee is also responsible for forwarding any recognized non-compliances to the Self-Study Office at the point of recognition.

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EDUCATIONAL SUPPORT SERVICES COMMITTEE: The Educational Support Services Committee will be guided by the statements in the Criteria listed under "Educational Support Services." The Committee will draft a report establishing how well East Carolina University meets the "must" and "should" statements in this section of the Criteria. The five subcommittees: Library; Instructional Support; Computer Resources and Services; Student Development Services; and, Intercollegiate Athletics, will provide the Committee with draft reports responding to the "must" and "should" statements regarding their specific subsection in the Criteria. The Committee and the subcommittees will follow the work plans developed in the summer of 1990 by the ECU SACS Self-Study Office, refining that work plan in coordination with that Office when needed. The Committee and the subcommittees will review relevant responses to the University questionnaire completed in the fall of 1990 and other appropriate

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ADMINISTRATIVE PROCESSES COMMITTEE: The Administrative Processes Committee will be guided by the statements in the Criteria listed under "Administrative Processes." The Committee will draft a report establishing how well East Carolina University meets the "must" and "should" statements in this section of the Criteria. The five subcommittees: Organization and Administration; Institutional Advancement; Financial Resources; Physical Resources; and, Externally Funded Grants and Contracts, will provide the Committee with draft reports responding to the "must" and "should" statements regarding their specific subsection in the Criteria. The Committee and the subcommittees will follow the work plans developed in the summer of 1990 by the ECU SACS Self-Study Office, refining that work plan in coordination with that Office as needed. The Committee and the subcommittees will review relevant parts of the University questionnaire and other appropriate materials. The Committee will complete an initial draft of its report by April 1, 1991. Thereafter, the Committee will continue to function as a review committee until the University Self-Study Report is approved. The Committee is responsible for keeping Minutes of all meetings and forwarding them to the Self-Study Office in a timely manner. The Committee is also responsible for forwarding any recognized non-compliances to the Self-Study Office at the point of recognition.

Dean Thiele

Phyllis Homes

Darryl Davis

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