

EAST CAROLINA UNIVERSITY
FACULTY SENATE

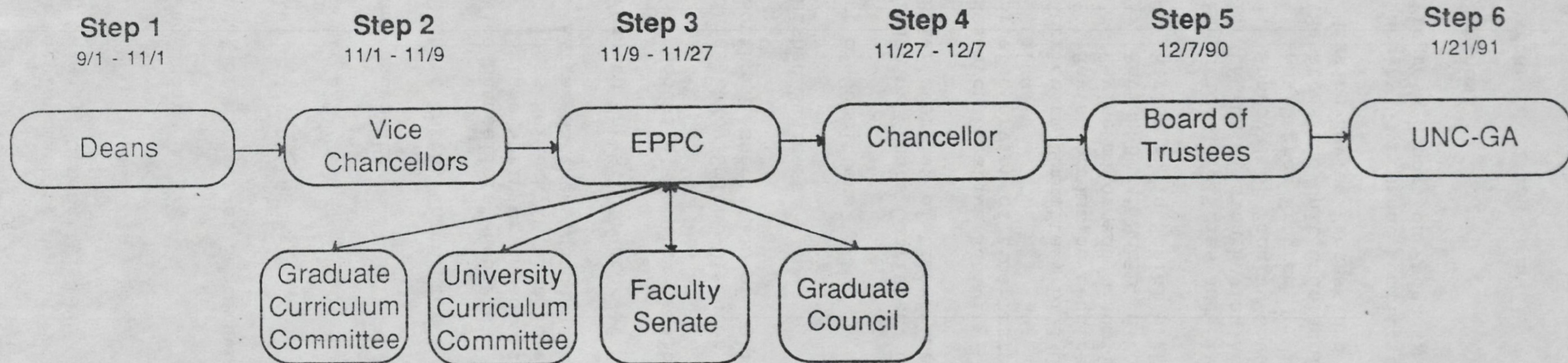
The second regular meeting of the Faculty Senate for academic year 1990/91 will be held on Tuesday, October 9, 1990, at 2:10 p.m. in the MENDENHALL GREAT ROOM.

AGENDA

- I. Call to Order
- II. Approval of Minutes of September 11, 1990
- III. Special Order of the Day
 - A. Roll Call
 - B. Announcements
 - C. Richard Eakin, Chancellor
 - D. Vice Chancellors' Reports
 - Marlene Springer, Academic Affairs
 - James Hallock, Health Sciences
 - Alfred Matthews, Student Life
 - E. Kenneth Marks, Director of Joyner Library
 - F. Bob Woodside, Faculty Assembly Report
 - G. James LeRoy Smith, Director of Self Study for Southern Association of Colleges and Schools
- IV. Unfinished Business
- V. Report of Committees
 - A. Teaching Grants Committee, Richard Mauger
 - Brief overview of time-frame and plans of Committee
 - B. Research Creative Activity Committee, John Bort
 - Brief overview of time-frame and plans of Committee
 - C. Curriculum Committee, Bill Grossnickle
 - 1. Revise admission requirements to School of Business
 - 2. Revise major and minor in Psychology
 - 3. Revise B. of Music in Voice Pedagogy and Voice Performance
 - 4. Revise BS in Social Work
 - D. Educational Policies and Planning Committee, Ken Wilson
 - 1. UNC-GA Mission Review Academic Program Development Review Process
 - 2. Approval of Faculty Governance Procedures for Developing a New Degree Program

(Senators and Unit Code Administrators will receive a copy of the Mission Review Process and Procedures with the agenda)
 - E. Faculty Governance Committee, Gene Hughes
 - Progress Report on Appendix D
- VI. New Business
 - A. Matter involving Counseling Center, Pat Dunn
 - B. Relocation of Honors Program Office, George Bailey

**EAST CAROLINA UNIVERSITY
UNC-GA Mission Review
Academic Program Development
Review Process**



- Step 1** College/Schools complete forms and submit to respective Vice Chancellor.
- Step 2** Vice Chancellors review submissions, make appropriate revisions, and submit draft to Educational Policies and Planning Committee (EPPC) for review.
- Step 3** EPPC reviews draft, seeking advice from the Faculty Senate, Graduate Council, Graduate Curriculum Committee, University Curriculum Committee, and other appropriate constituents; submits recommendation to the Chancellor.
- Step 4** The Chancellor, with advice from the Vice Chancellors and his staff, makes final decision and prepares overview of final plan for the Board of Trustees.
- Step 5** Board of Trustees meeting.
- Step 6** Chancellor submits final plan to UNC-GA.

Revised 9/25/90

FACULTY GOVERNANCE PROCEDURES FOR DEVELOPING A NEW DEGREE PROGRAM

The process of developing a new degree program as required by the General Administration's Academic Program Development Procedures involves two distinct steps. The first step begins with a unit's decision to seek a new degree program and ends when the Chancellor submits a "Request for Authorization to Plan a New Degree Program" to the President. The second stage begins when the unit receives "Authorization to Plan" from the President and ends when the Chancellor submits a "Request for Authorization to Establish A New Degree Program" to the Board of Governors.

The procedures in the two levels differ. During the "Request for Authorization to Plan" stage, the only formal decisions required are by the unit to initiate the process, and by the Chancellor. All others are asked to review and comment on the proposal. All comments will be forwarded with the proposal. Anyone reviewing a proposal may formally recommend a certain decision. A negative recommendation will not stop the process but all recommendations will be forwarded with the proposal so that all future reviewers will know of the recommendation.

The final stage requires formal action by various committees. A negative action may be appealed by the unit initiating the proposal. The following graphics show the procedures required for approval. While the procedures are similar, they do vary for Undergraduate Degrees and Graduate Degrees.

The internal procedures that a unit follows before submitting a request to the appropriate University committee varies depending on the College or School. These procedures are not addressed here. Administrative channels for reviewing new degree proposals are also not addressed.

Units seeking Authorization to Establish new tracks in established degree programs should follow the procedures outlined for Authorization to Establish a new degree. Units do not need to seek Authorization to Plan a track.

New programs that do not require approval by the UNC-GA should follow the same procedures as new courses proposed by the unit. However, these requests should be listed on the agenda of the Faculty Senate or Graduate Council as appropriate.

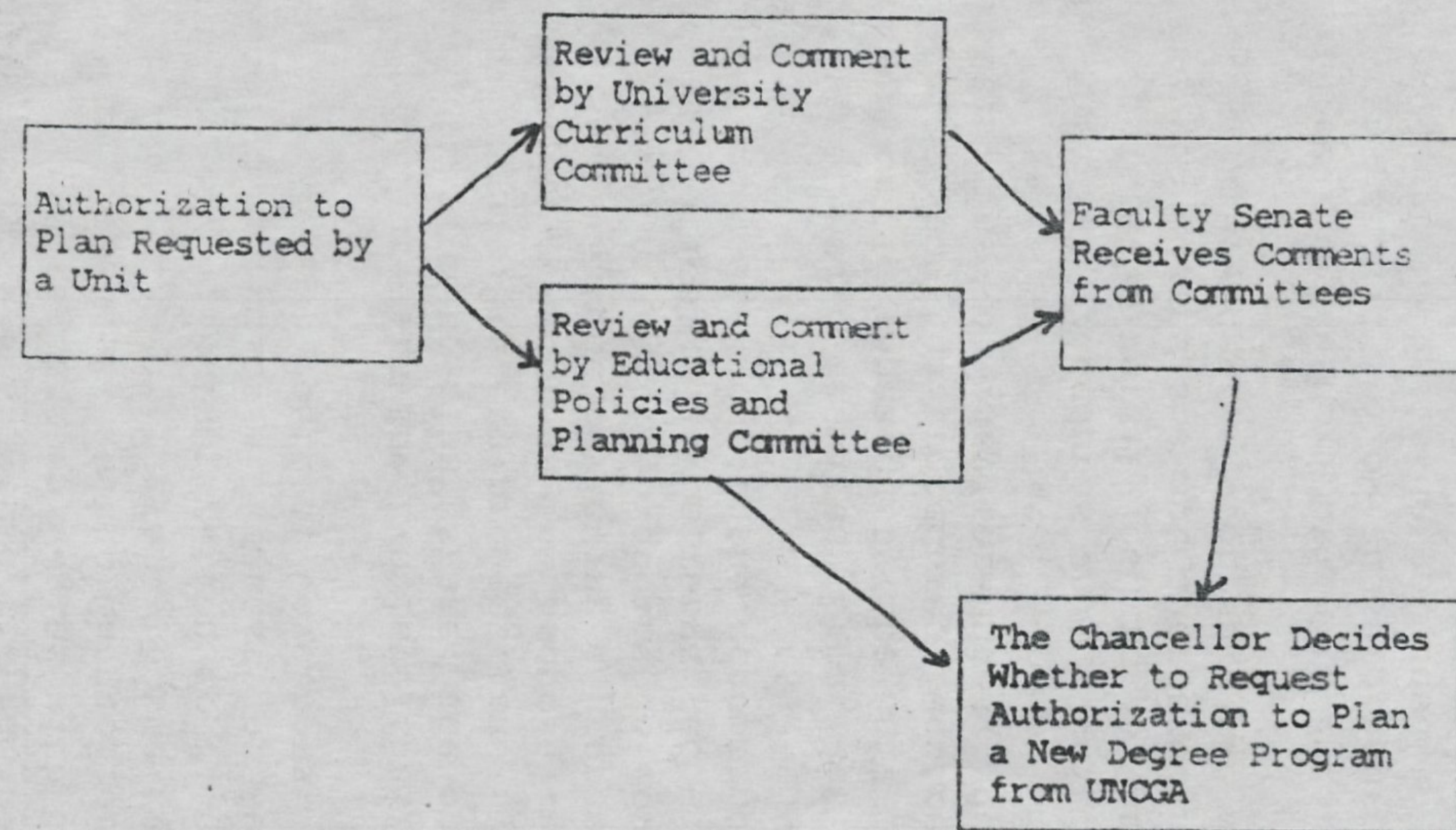
QUESTIONS FOR INTERNAL REVIEW OF NEW ACADEMIC DEGREE PROGRAMS

Units completing the General Administration's ACADEMIC PROGRAM DEVELOPMENT PROCEDURES should be aware that reviewers at ECU require clear answers to the seven questions listed below. Since most of this information will already be included in the unit's REQUEST FOR AUTHORIZATION TO PLAN A NEW DEGREE PROGRAM, the unit may answer these questions by indicating where the information is found in the unit's REQUEST. If additional information is required to answer the questions, it can be provided separately. Units should expect the process of review by the various Faculty Senate and Graduate Council committees to take at least 3 months for the "Authorization to Plan" and 4 months for the "Authorization to Establish" and plan their timetables accordingly.

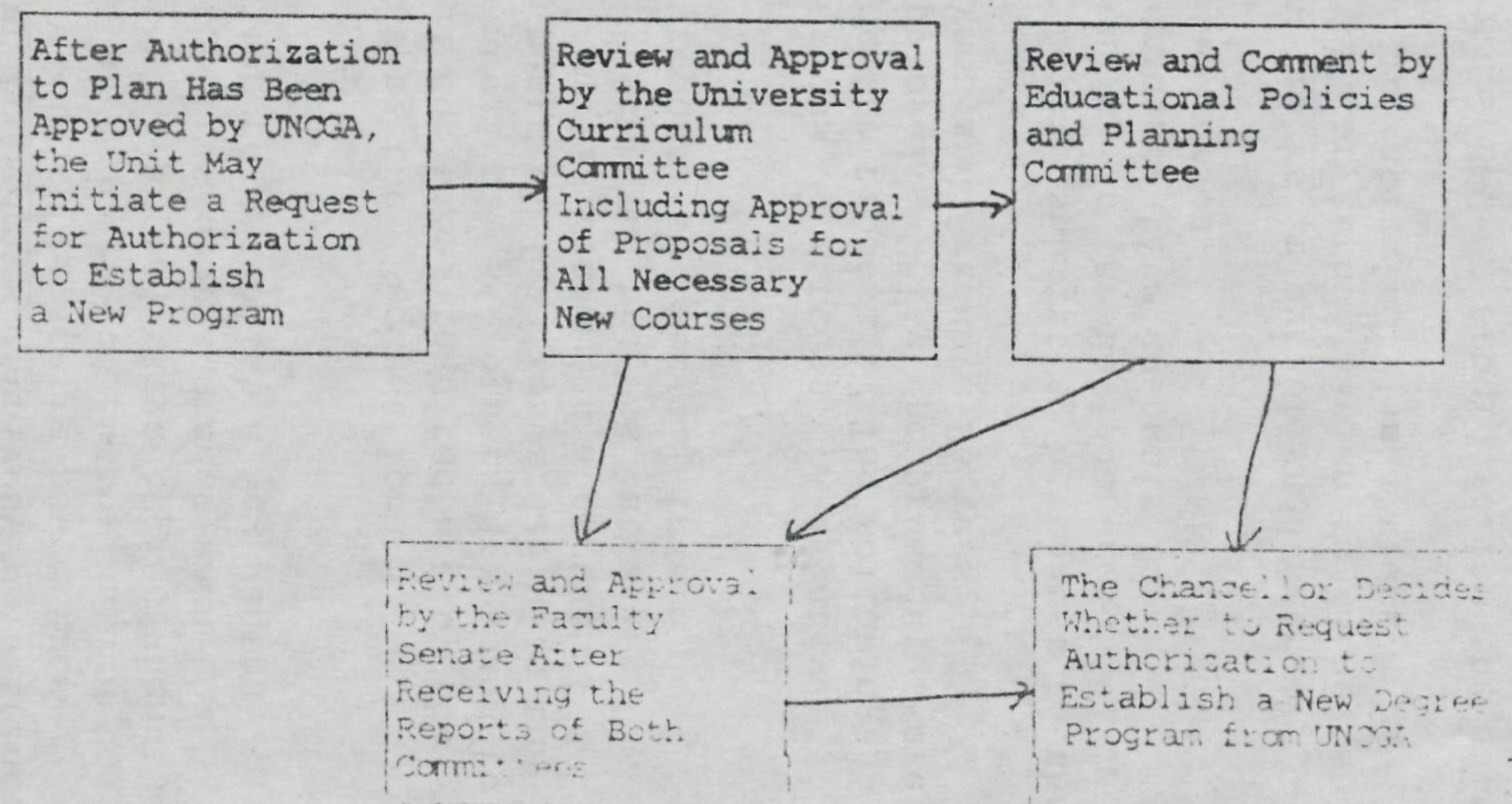
1. Proposals for new academic programs should be consistent with the Mission Statement and Strategic Plan of East Carolina University. Explain how the proposed program helps achieve our strategic goals.
2. A. Identify the degree programs currently offered by the unit and evaluate the success of related existing programs in the unit. Document the number of graduates, board scores, job and educational placements of recent graduates, and any other factors that indicate the strengths of the existing programs.
B. Provide an analysis of the market for the graduates of the new program.
3. Identify the faculty responsible for the program and give clear evidence of support by a large proportion of the faculty in the unit and affected faculty outside the unit.
4. Identify the faculty expected to teach in the new program and assess their academic qualifications for this task (degrees, experience and research/creative activity). Identify any new faculty who will be required and discuss their qualifications.
5. Are the unit's faculty and non-faculty resources sufficient to effectively carry out the program? How will the program be funded? Provide two budgets: one that reflects the costs of implementing the program and the second showing the costs of maintaining the program. Identify any additional resources that will be required and any sources of extramural funding that the unit will seek.
6. What are the benefits of the program to the discipline, the University and the service region of the University. Provide as much tangible evidence of benefits as possible.
7. Evaluate the possible impact of the new program on existing programs. This discussion should include some assessment of the resource impact on other academic units, the library and other support units, as well as the impact on other programs and service courses offered by the unit proposing the program.

PROCEDURES FOR DEVELOPING A NEW
UNDERGRADUATE DEGREE PROGRAM

AUTHORIZATION TO PLAN A NEW UNDERGRADUATE DEGREE PROGRAM

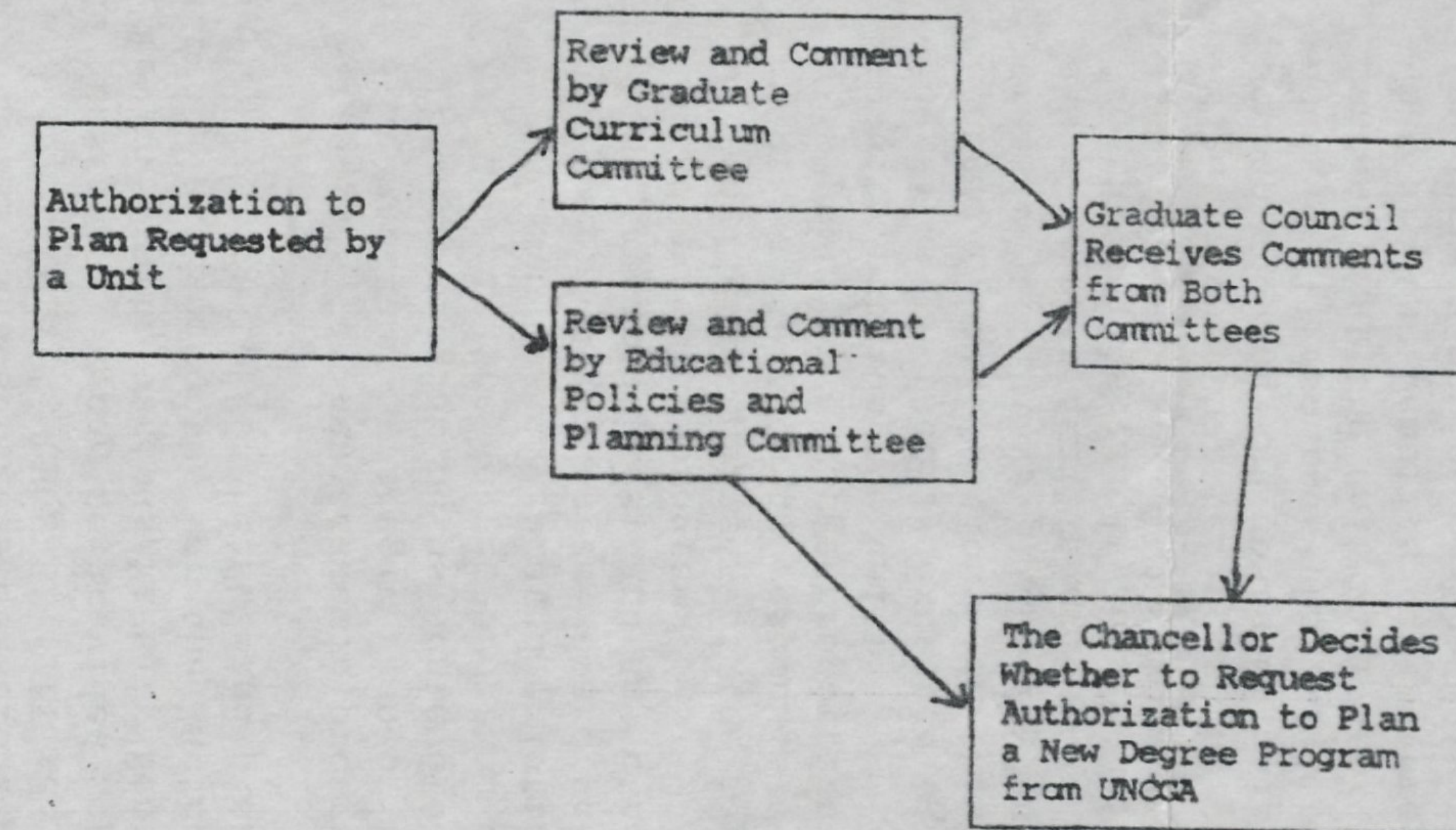


AUTHORIZATION TO ESTABLISH A NEW UNDERGRADUATE DEGREE PROGRAM



PROCEDURES FOR DEVELOPING A NEW
GRADUATE DEGREE PROGRAM

AUTHORIZATION TO PLAN A NEW GRADUATE DEGREE PROGRAM



AUTHORIZATION TO ESTABLISH A NEW GRADUATE DEGREE PROGRAM

