

**EAST CAROLINA UNIVERSITY FACULTY SENATE
MINUTES OF FEBRUARY 19, 1991**

The sixth regular meeting of the Faculty Senate for the academic year 1990-1991 was held on Tuesday, February 19, 1991, in the Mendenhall Student Center, Room #244.

Agenda Item I. Call to Order

Chair Jim Joyce called the meeting to order at 2:10 p.m.

Agenda Item II. Approval of Minutes

The minutes of January 29, 1991, were approved with the following correction: John Shearin, Alternate for the Department of Theatre Arts was present.

Agenda Item III. Special Order of the Day

A. Roll Call

Absent were: Matthews (VCSL), Davis (Council for Academic Deans), Spence and Anderson (Education), Singhas (Biology), Kallman (Medicine), Spickerman (Math), Sheppard (Science Education), Graham (Psychology)

Alternates present were: Ehlbeck for Sexauer (Art), Markello for Cunningham (Medicine), Gallagher for Snow (Home Economics), Everett for Lee (Nursing)

B. Announcements

1. Special thanks to the following Alternate Senators serving as Tellers today: Elizabeth Knott (Education) and Melissa Nasea (Hlth. Sc. Lib.)
2. The deadline for submission of course proposals to be considered by the Curriculum Committee and passed by the Faculty Senate during this academic year will be Friday, March 22, 1991.
3. Reminder to all departments and schools needing to fill any Faculty Senate vacancies occurring at the close of this academic year, that the election results are due into the Faculty Senate Office by Friday, March 1, 1991.
4. The Career Education Committee is sponsoring a Majors Fair for students on Wednesday, March 6, 1991, from 1:00 to 3:00 in the General Classroom Building. All departments and schools are invited to be a part of this. Anyone interested in participating may contact Leonard Lilley, Chair of the Career Education Committee.
5. Academic, Appellate, and Senate Committee Chairs are reminded that Committee Annual Reports are due into the Faculty Senate Office by Wednesday, May 1, 1991.
6. Chair Joyce announced the possibility of a special called session on March 26, 1991, if after the March 19, 1991, meeting, the Senate needs more time to fully discuss the Sexual and Racial Harassment policies.

C. Chancellor's Report

Chancellor Eakin stated that at the February 8, 1991, meeting of the Chancellors, President Spangler had requested that there be a unified approach to lobby the General Assembly with regard to the University system's budget. Eakin stated that all the Chancellors were to make a presentation to the Advisory Budget Committee of the General Assembly on February 21, 1991. He brought up the evaluation of administrators survey which is normally done in the Spring Semester. Due to the fact that it was done in the Fall, he felt that it would be wasteful to repeat it again this spring especially with the budget problems. Since there has been little or no change in the persons to be evaluated and the persons doing the evaluations, little new information will be gained, unlike faculty who get a new group of students each semester. Also, he would first like to have the recommendations of the Ad Hoc Committee which is working on the guidelines of the administrative evaluation. Eakin moved that the administrative survey will not be administered in the 1991

Spring Semester but will be administered in the 1992 Spring Semester upon the recommendation of the Faculty Senate and after receiving the report of the Ad Hoc Committee to Review Administrative Evaluations. The motion passed. (Resolution #91-07)

D. Vice Chancellors' Reports

Vice Chancellor Springer reminded everyone of the Teleconference on Writing Across the Curriculum to be held on February 27, 1991.

Vice Chancellor Hallock reported that three candidates for the Dean of Allied Health Sciences were in the process of being interviewed. Planners continue to work on the plans for the future direction of the Health Sciences. Rees (Communication) asked about the excavation going on near the hospital. Hallock replied that it was to be a 1100 car parking deck to replace the parking lot behind the hospital which is to become a new bed tower.

Vice Chancellor Brown reported that the new lighting should be completed by March 1, 1991. He stated that there had been a significant reduction in the backlog of maintenance work orders, therefore, if anyone is aware of problems that need attention, they should let maintenance know about them. He announced that a committee had been formed to develop a Comprehensive Campus Master Plan and that a consulting firm would be brought in to help with its development. Things that will be considered are land acquisition, new buildings, parking, etc. He commended the ECU staff on receiving the Department of Labor and Safety Award for its excellent record for environment health and safety.

Joyce announced that Henry Ferrell (History) was his representative on the Comprehensive Campus Master Plan Committee.

E. Emily Boyce, Assistant Director of SACS Self-Study

Boyce reported that the Southern Association of Schools and Colleges Self-Study process was up to date and on schedule. She referred to the SACS Newsletter for additional information.

F. Election of Nominating Committee for Faculty Senate Officers

Nominations for the Nominating Committee were Tom Chenier (Allied Health Sciences), Doug McMillan (English), Sam Pennington (Medicine), Margaret Stangohr (Health Sciences Library), and Robert Schellenberger (Business). Chenier moved to declare the slate elected by acclamation. The motion passed.

Agenda Items IV. Unfinished Business

A. Committee on Committees

The election of the alternate for the Faculty Assembly was held. Bob Woodside (Math) received 20 votes, Sheldon Downes (Allied Health) 26. Downes was elected as Faculty Assembly Alternate for 1991-1994.

B. Unit Code Screening Committee

Jim Joyce presented the Department of English Code for the Senate approval. The Department of English Unit Code was approved. (Resolution #91-08)

C. Ad Hoc Committee to Evaluate Faculty Governance

Henry Ferrell, Chair presented the recommendations of the Committee for Senate consideration. He stated that these were presented as issues that the Committee thought should be addressed. The majority of the detailed work was done by four subcommittees.

Bailey (Philosophy) moved that the recommendations from the Ad Hoc Committee to Evaluate Faculty Governance be sent to the listed committees for consideration; that where a recommendation's intent needs clarification, the committee chair contact the appropriate sub-committee chair of the Ad Hoc Committee; that the listed committees report their findings on what actions should be taken on these recommendations, if any, to the Faculty Senate no later than the October 8, 1991, Faculty Senate meeting. (Please refer to the list of passed resolutions for complete recommendation.)

Bruner (Social Work) brought to the attention of the Senate that the recommendation to clarify the relationship between the Faculty Senate and the Graduate Council has been left off of the Committee's report. The Chair ruled that this would be handled separately as an editorial correction. Bailey's motion passed. (Resolution #91-09)

Bruner (Social Work) moved that the Chair of the Faculty assign the clarification of the relationship between the Faculty Senate and the Graduate Council to the appropriate committee. The motion passed. (This motion was considered an editorial correction to the original Ad Hoc Committee report, therefore, this motion was added to Resolution #91-09)

Ferrell and Joyce expressed their appreciation to the Ad Hoc Committee members for their hard work.

Agenda Item V. Report of Committees

A. Calendar Committee

Jim Hix, Chair presented the report of the Calendar Committee. Summer 1993 was presented first. Eakin stated that it was very important not to reduce the number of days in the session. Hix replied that the days remain constant and consistent with the previous calendars. Harris (Foreign Language) had a question about the contact hours in summer terms and how they corresponded to the contact hours during Fall or Spring semester. Hix replied that due to the scheduling problems they sometimes vary slightly -- sometimes a little more, sometimes a little less.

The Fall 1993 schedule was presented next. Hix stated that this was a more traditional calendar. Schellenberger (Business) expressed concern about the period of time between December 15, 1993, and January 10, 1994. He felt that there should be some way to handle student appeals in a way that would not require so much time between Fall and Spring thereby allowing Fall Semester to begin later in August.

The Spring 1994 schedule was presented last. It was pointed out that the classes missed on Friday, April 1st. (Easter holiday) would be made up on the following Tuesday.

After discussion, the Senate approved the Summer 1993, Fall 1993, and Spring 1994 University Calendars. (Resolution #91-10)

B. Curriculum Committee

Bill Grossnickle, Chair moved the approval of curriculum matters contained in the Curriculum Committee Minutes of January 24, 1991. The Senate approved the minutes. (Resolution #91-11)

C. Teaching Effectiveness Committee

George Bailey Chair, presented the recommendation of the Teaching Effectiveness Committee. The Committee wishes to administer the Student Instructional Report (SIR) form published and processed by the Educational Testing Service to see if it will be more useful than the

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current form. The Committee wants to use both forms on a random sample of 700 classes for the comparison. Gallagher (Home Economics) stated that of the forms looked at by the Committee she believes the SIR form most appropriate for ECU. Chenier (Allied Health) commented that what constitutes teaching effectiveness at ECU should be clearly defined before we do anything else. Schellenberger (Business) asked about the benefits of administering this new form. Gallagher (Home Economics) pointed out that there is a large data base available and it is possible to compare a introductory course here with a comparable introductory course elsewhere. Donnalley (Library & Information Sciences) asked about the expense of using the form in all classes. The first semester would cost \$39,500 with subsequent semesters costing about \$30,000. The cost to administer the current form is about \$7,000 per semester. It was stated that ETS does not recommend that it be used every semester in every class; some schools self-score. In answer to the question as to whether the new ~~test~~ ^{* instrument *} might contaminate a faculty member's evaluation it was made clear that it will not be used for evaluation on the trial run, but the faculty member will see the results of his/her evaluation. Eakin stated that due to the cost, he asked for a ceiling of \$10,000. The Senate passed the recommendation. (Resolution #91-12)

* see announcements
of 3-19-91

Agenda Item VI. New Business

Ken Wilson (Sociology & Anthropology) presented the resolution commending the Student Government Association for its action to help out the Library during the budget crisis. The Senate passed the resolution unanimously. (Resolution #91-13)

Joyce presented the Faculty Senate Office SACS Self-Study. He stated that it was unclear whether the self-study should be for the Faculty Senate Office or the Faculty Senate, therefore the Committee composed of the Faculty Senate Officers, had treated it as for both. The Committee felt that the Senate should see the completed report for input prior to it being forwarded to the SACS Committee. The Faculty Senate Office SACS Self-Study report was approved with editorial corrections. (Resolution #91-14)

Chenier (Allied Health) asked the Senate to consider a resolution to amend the Faculty Senate By-Laws in reference to the Faculty Senate academic committees, membership, and structure. (Please refer to Resolution #91-15 for the complete recommendation.)

It was pointed out that as an amendment to the By-Laws it would require two readings before the Senate. Donnalley (Library & Information Sciences) moved to refer the resolution to the Faculty Governance Committee. Bailey (Philosophy) spoke against the referral. Chenier (Allied Health) stated that he would like it to be acted on in time for the April committee elections. In additional discussion, it was noted that those most interested in faculty governance were Senators. Also at times it is necessary to draft members for committees. Donnalley (Library & Information Sciences) mentioned that everyone on the Graduate Council is required to serve on a committee. The present statement in the By-Laws requires the Committee on Committees to recommend the faculty members best qualified for a particular committee. The motion to refer the resolution to the Faculty Governance Committee to review and report its findings passed with a 23 to 15 vote. (Resolution #91-15)

The meeting adjourned at 3:55 p.m.

Respectfully submitted,

Stella Daugherty
Stella Daugherty
Faculty Senate Secretary

Lori Lee
Lori Lee
Faculty Senate Office Secretary

RESOLUTIONS PASSED AT THE FEBRUARY 19, 1991, FACULTY SENATE MEETING

#91-07 The Faculty Senate recommends that the administrative survey not be administered in the 1991 Spring Semester but be administered in the 1992 Spring Semester upon the recommendation of the Faculty Senate and after receiving the report of the Ad Hoc Committee to Review Administrative Evaluations.

Disposition: Chancellor

#91-08 Approval of the Department of English Unit Code

Disposition: Chancellor

#91-09 That the recommendations from the Ad Hoc Committee to Evaluate Faculty Governance (see February 19, 1991, Agenda, attachment #2) be sent to the below listed committees for consideration; that where a recommendation's intent needs clarification, the committee chair contact the appropriate sub-committee chair of the Ad Hoc Committee; that the listed committees report their findings on what actions should be taken on these recommendations, if any, to the Faculty Senate no later than the October 8, 1991, Faculty Senate meeting.

Agenda: 4. Timeliness of Meetings

Committee on Committees: 10. Resumes for Candidates for Appellate and Elected Committees; 14. Committee Representation; 18. Advising and Registration; 19. Standard Meeting Times for Committees

Admissions & Recruitment: 21.(a) Change to Committee Charge/Procedures

Calendar: 21.(b) Change to Committee Charge/Procedures

Career Education: 21.(c) Change to Committee Charge/Procedures

Continuing Education: 21.(d) Change to Committee Charge/Procedures

Course Drop Appeals: 21.(e) Change to Committee Charge/Procedures

Credits: 21.(f) Change to Committee Charge/Procedures

Curriculum: 21.(g) Change to Committee Charge/Procedures

Educational Policies and Planning: 7. Curriculum Review Process and Budget Review; 21.(h) Change to Committee Charge/Procedures

Faculty Affairs: 13. Discretion Regarding Tenure-Track Continuity; 21.(i) Change to Committee Charge/Procedures

Faculty Computer: 21.(j) Change to Committee Charge/Procedures

Faculty Governance: 1. Code Units; 2. Screening and Implementation of Unit Codes; 3. Description of Senator and Faculty Officer Duties; 5. Orientation Workshops For and Evaluation of Administrators; 8. Personnel Files and Their Role; 9. Faculty Senate/Chair of the Faculty; 12. Reappointment

Terms and Emergency Appointment Procedures; 15. Grievance Process; 16. Faculty Policies; 17. Academic Dishonesty Policies; 20. Combining/Deleting Code Units; 21.(k) Change to Committee Charge/Procedures

Faculty Welfare: 21.(l) Change to Committee Charge/Procedures

General College: 21.(m) Change to Committee Charge/Procedures

Libraries: 21.(n) Change to Committee Charge/Procedures

Readmission Appeals: 21(o) Change to Committee Charge/Procedures

Research/Creative Activity: 21(p) Change to Committee Charge/Procedures

Teaching Effectiveness: 21.(s) Change to Committee Charge/Procedures

Teaching Grants: 21.(t) Change to Committee Charge/Procedures

The Chair of the Faculty: Assign the following recommendations to appropriate committees: 6. Six-Year Cap; 11. Legal Counsel; editorial addition: Clarify the relationship of the Faculty Senate and the Graduate Council.

Disposition: N/A

#91-10 Approval of the Summer 1993, Fall 1993, and Spring 1994 University Calendars

Disposition: Chancellor

#91-11 Approval of curriculum matters contained in the Curriculum Committee Minutes of January 24, 1991

Disposition: Chancellor

#91-12 The Faculty Senate recommends that:

In the Fall of 1991, the University shall conduct surveys of student opinion of teaching using both ECU's current survey form and the Student Instructional Report (SIR) form published and processed by the Educational Testing Service, and shall engage qualified persons to compare the results obtained with each form.* These persons shall report their findings to the Teaching Effectiveness Committee, and based on these findings the Teaching Effectiveness Committee shall recommend to the Faculty Senate whether the University should stay with the current form, change the current form or how it is processed, or change to another form, such as SIR. The SIR form shall be given no later than two class periods after the ECU form is given. The results obtained from the SIR form shall not be used for faculty evaluations. To facilitate comparison between the two surveys, a specific word label should be provided for each value (1-5) on the ECU form. The University shall insure proper administration of both forms, and shall insure that students and faculty understand why two forms are being used in one term.

*Questions to be addressed include: Are the results of the two surveys comparable? For example, do instructors have the same rank order on both forms, does one form discriminate more than the other, and so on? If ECU's current form does not discriminate as well as the SIR form, can ECU's form be

modified or can the data from the form be processed in such a way as to make ECU's form more discriminatory?

Disposition: Chancellor

#91-13 Whereas, academic life depends on free and unimpeded access to all types of information; and

Whereas, at ECU, Joyner Library plays a crucial role in the dissemination of information to students and faculty; and

Whereas, the current budget crisis threatened to unreasonably restrict access to Joyner Library; and

Whereas, the Student Government Association responded to this crisis by appropriating funds to hire the people necessary to maintain reasonable operating hours for Joyner Library;

Therefore Be It Resolved, the Faculty Senate of East Carolina University commends the ECU Student Government Association for this admirable and thoughtful action.

Disposition: N/A

#91-14 The Faculty Senate Office SACS Self-Study. (A complete report may be reviewed in the Faculty Senate Office.)

Disposition: N/A

#91-15 The following resolution was referred to the Faculty Governance Committee to review and report its findings.

Whereas, the ideal of faculty governance involved the democratic representation of all faculty members in those issues which directly affect faculty, and

Whereas, the ideal of faculty governance is based on a broad opportunity for participation by all members of the faculty,

Therefore Be It Resolved, that the Faculty Senate By-Laws be amended as follows:

1. Page A-10, Section V. Faculty Senate Academic Committees, Membership, and Structure, paragraph 1, add the following sentences:

.....associate professor and professor). "Elected members of the Faculty Senate shall be ineligible for election to Faculty Senate Academic Committees. This restriction shall not apply to Faculty Senate or University Appellate Committees."

.....members of all committees. "The Chair of the Faculty may appoint one elected Faculty Senator as an ex-officio member of each Academic Committee."

.....their several departments or schools. "Members of Faculty Senate Academic Committees who are subsequently elected to the Faculty Senate will be allowed to complete the appointed term of membership to the Academic Committee."

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2. Page A-10, Section V. Faculty Senate Academic Committees, Membership, and Structure, paragraph 2, add the following sentence:

.....of the fall semester. "Members may serve a maximum of six consecutive years on the same academic committee, after which a period of three years must elapse before such a member shall be eligible to be elected again to that committee."

Disposition: Faculty Governance Committee