

PLEASE POST FOR ALL FACULTY TO READ

**EAST CAROLINA UNIVERSITY FACULTY SENATE
FULL MINUTES OF NOVEMBER 12, 1991**

The third regular meeting of the Faculty Senate for the academic year 1991-1992 was held on Tuesday, November 12, 1991, in the Great Room of the Mendenhall Student Center.

Agenda Item I. Call to Order

Chair John Moskop called the meeting to order at 2:13 p.m.

Agenda Item II. Approval of Minutes

Minutes of October 8, 1991, were approved as revised. Reword Grossnickle's question to Chancellor Eakin on page 2 of the full minutes to read "...if there were any requests to General Assembly for undergraduate programs to be canceled."

Agenda Item III. Special Order of the Day

A. Roll Call

Absent were: VCHS Hallock, Hough (FA Rep), Meloche (Business), DeJesus (Economics), Spence (Education), Glascoff (HPERS), Graham (Psychology).

Alternates present were: Chodacki for York (Academic Library Services), Nullet for Hankins (Geography), Lawrence for Woods (Geology), Felts for White (HPERS), Boyce for Donnalley (Library and Information).

B. Announcements

1. Resolutions #91-35 and #91-36 from the October 8, 1991, meeting were approved by the Chancellor.
2. The following faculty have agreed to fill unexpired academic committee terms:
 - Nancy Mayberry, Foreign Language & Lit.....Research/Creative Activity
 - Alan Arnett, Theatre Arts.....Teaching Grants
 - Parmalee Hawk, Education.....Teaching Effectiveness
3. On Saturday, February 22, 1992, the ECU Honors Organization, the Pitt County ECU Alumni Association, and the Office of Alumni Affairs will co-sponsor the fourth annual ECU QUIZ BOWL. Some of the best students from thirty-two area high schools will join us here on campus for a rousing academic competition, similar in style to Jeopardy or the GE College Bowl. ECU faculty members can be a part of the experience. Each match requires the participation of at least two faculty members, one to serve as a moderator and the other as a judge. If you would like to volunteer, or have any questions about the ECU QUIZ BOWL, please contact John Anema at 551-1266 or Greg Watkins at 757-6072.
4. Senators were given a handout detailing a symposium entitled "THE BILL OF RIGHTS AT 200" and asked to announce this to their students.

C. Chancellor's Report

Chancellor Eakin referred to the past two years of coming before the Senate and delivering the bad news of budget cuts, revenue shortfalls, hiring freezes, and expenditure reductions, and said that he was very happy to deliver some positive news.

Due to the State's improved revenue picture, the Office of State Budget and Management has stated that the 3 1/2% mandated reversion rate, established early in the fiscal year as a contingency reserve, has been reduced to our

historical average reversion rate of 2.61% for Academic Affairs and 2.69% for Health Sciences. This means that the east campus now has \$672,000 more to spend this year and the Medical School has an expenditure capability which is \$417,000 higher than before, a total increase of almost \$1.1 million.

This, however, is only part of the good news. Under the General Assembly's UNC Flexibility Bill, ECU has been designated as a "Special Responsibility Constituent Institution." This designation provides us with four important areas of flexibility: 1) Authority to transfer budgetary funds across category of expense and purpose has been delegated to the Chancellor; 2) Funds saved in excess of our historical average reversion rate can now be rolled over to the next fiscal year to be expended for one time expenditures; 3) Local billing authority over purchases has been raised from \$10,000 to \$25,000; 4) Authority to abolish and establish positions has been granted to the Chancellor.

Thanks to the improved state financial climate, the benefits of flexibility, and the greatly enhanced management of information being provided by the Business Affairs Division, ECU is now able to make some changes to the University's most pressing financial needs. The following transfers from excess personnel savings in the Academic Affairs fund have been approved:

1. Restoration of the full \$199,298 EDP equipment budget reduction in the academic instruction purpose code (101) and \$17,980 in Health Sciences code (104). These funds will be placed back into the academic units from which they had originally been taken.
2. Restoration of the entire \$61,323 cut by the Legislature in the travel category for all units.
3. Supplementation of the faculty workstation program by \$50,000, bringing the total investment in faculty workstations for the year up to a grant total of \$150,000 for the second year in a row.
4. Allocation of \$150,000 to safety-related projects, specifically fire and smoke detection and alarm systems.
5. Supplementation of the \$100,000 set aside by Physical Plan for campus renovations by an additional \$50,000.

Dr. Hallock is reviewing priorities for the School of Medicine and a similar set of transfers will be considered from savings in the Health Affairs fund.

In addition, 50% of all vacant SPA and non-teaching EPA positions that existed when the state lifted its hiring freeze on September 1, 1991, have now been released. Drs. Springer and Hallock are managing faculty positions and dollars based on academic priorities. We will continue to manage all vacancies as part of our annual financial plan and, should additional funds become available, more positions will be released in the upcoming months. On November 8, 1991, the Board of Governors approved \$12.3 million to the University system for repairs and renovations. Of that amount \$729,300 was allocated to ECU for much needed re-roofing projects. This included funds for re-roofing a portion of the Joyner Library and completely re-roofing Flanagan, Speight, Howell Science Complex, and the Messick Theatre Complex.

As the new-found flexibility is implemented, Chancellor Eakin stated that he would appreciate everyone's cooperation and support as he attempted to be a good steward of the authority entrusted to him by the General Assembly and the Board of Governors.

About a year or so ago, President Spangler asked each University to review its mission and design a ten year plan. Recently four consultants reviewed these plans and this past week made a report to the Board of Governors. Some of ECU's hopes and aspirations for developing additional doctoral programs were not viewed favorably by the consultants. The report will go

to a planning committee of the Board of Governors and sometime in February or March, 1992, the Board of Governors will have a final plan for approval. A copy of the consultants' report is available in the Faculty Senate Office.

Grossnickle (Psychology) asked about other schools within the system and their recommendations. Chancellor Eakin responded that the entire report is available for those desiring to review it.

Givens (Allied Health Sciences) indicated that the newspaper cited that two ECU programs were recommended. Chancellor Eakin responded the programs were in Bio-Physics and Speech-Language and Auditory Pathology.

Pennington (Medicine) asked how independent was the consultant group. Chancellor Eakin responded that he had no way of knowing.

D. Vice Chancellors' Report

Dr. Springer, Vice Chancellor for Academic Affairs, stated that the search for the Director of Continuing Education and Summer School is underway. Three strong candidates have been identified and will be invited for on-campus interviews in the near future.

Dr. Eugene Ryan has submitted his resignation as Director of International Programs. Dr. Ryan will be returning to the Department of Philosophy beginning the Spring Semester 1992. Dr. Leo Zonn, Chair, Department of Geography and Planning, has consented to serve as Acting Director for International Programs beginning January 1, 1991. A search committee has been appointed, composed of the following individuals, to find a new director: Chair, Holly Matthews (Sociology/Anthropology), John Bort (Sociology/Anthropology), Rosina Chia (Psychology), Bruce Southard (English), Donald Spence (Education), Peter Standish (Foreign Languages), Lucy Wright (Student Life), and Mulatu Wubneh (Geography and Planning).

Dr. Alan A. Schreier will be joining the university on December 1, 1991, as Director of the Office of Sponsored Programs. Dr. James A. McKernan has been appointed as the Lora Wilson King Distinguished Professor of Education in the School of Education.

The summer school schedule will be the 4.5 day schedule that was in effect last year.

The University Testing Center, heretofore a part of the Psychology Department, has been reallocated to the Division of Continuing Education and Summer School. This decision was made after lengthy discussions with persons currently involved in the oversight of the center. The programs directed by the center are more often than not programs for our external publics. With this focus, the center can better serve its clientele through the Division of Continuing Education and Summer School rather than an academic unit.

The School of Social Work is in the concluding portion of its reaccreditation process. The on-site visitation team was here during the last week in October. While we have yet to receive the team's assessment, the faculty of the school provided a herculean effort in preparing for the visit which we all hope bodes well for the school.

VCAA Springer ended her report with information about a Study Group that was initiated by her for scholarly inquiries into numerous topics of importance to the university. With teaching effectiveness being a critical element of what academic life is about, she has asked nine persons to join her in a series of meetings to look at the topic. The group has begun with the reading of Ernest Boyer's Scholarship Reconsidered: Priorities for the Professorate. She hopes to continue this activity using other topics as the

focal points. If anyone has a topic that he/she would like to see considered and would be interested in getting together to talk about it, please let her know.

Dr. James Hallock, Vice Chancellor for Health Sciences, was out of town attending the AAMC Annual meeting in Washington.

Dr. Al Matthews, Vice Chancellor for Student Life, began his report with a request that the Faculty Senate approve eliminating the Counseling Center as a Code Unit. There are presently two tenured, full professors in the unit. As appropriate and when accepted by appropriate academic departments, their tenure status could be transferred.

During the 1989-90 Academic year the Division of Student Life studied its mission and how services were provided for students. From this review came a reorganization that established a Division of Student Development. This Division, now under Dr. David Emmerling, Dean of Student Development, is responsible for assisting students in their entry to ECU, their progression through the University, and their transition to career or additional education. Core to this process is the Counseling Center.

With this redefined direction came also the awareness of the need to provide enhanced assistance to students who are experiencing several psychological or emotional difficulties, especially where some pathology exists or where the student is in need of medication. To meet this need a Department of Mental Health has been established in the Student Health Center and a clinical psychologist has been employed. This service will be expanded in coming years. This reorganization and new service has changed the role and function of counseling services.

Dr. Matthews then introduced Dr. Wilbert Ball, Director of the Counseling Center, who further elaborated on the change and rationale for the recommendation.

Dr. Ball spoke in favor of the proposed change. He stated that it has both pros and cons and that ECU was unique in the sense that the Counseling Center has a code. The major change would be that Counselors would be hired in EPA non-faculty positions rather than faculty positions. These changes are being made to reflect the nature of services offered by the Counseling Center. In talking with other universities and colleges, Dr. Ball identified a significant difference between those people that identify themselves as faculty/counselors and those people who see themselves as practitioners or service providers. After looking at the responsibilities of the Counseling Center, Dr. Ball stated that he now endorsed the support for eliminating the Counseling Center as a code unit. The change will better serve the needs of students. The rationale for changing the Counseling Center is that it would more clearly define the counselor's role as a service provider and would allow the counselor to be employed full-time for 12 months. This would allow for much needed planning time.

The Counselors would then have full-time jobs of providing service to students and would not be required to engage in research and scholarly activities. It places the Center and the staff at risk if they are expected to counsel, conduct research, and do the writing required. The majority of centers across the country do not have academic status, thus the counselors function mainly in a counseling role. Dr. Ball stated that he contacted seven centers that had codes in 1973 and all but one (Western Michigan) have phased out or are at various stages of phasing out.

Anderson (Education) asked if this would increase the number of counselors who lacked terminal degrees. Ball responded that there was no attempt to "water down" the qualifications of the counselors in relation to terminal

degrees. They are still looking for counselors with terminal degrees. During the employment freeze, a master's level counselor was employed on a one year contract. The intent is to hire doctorate level counselors. The intent of the change was never to reduce the quality of services.

Chenier (Allied Health Sciences) asked about the number of current counselors with tenure status. VCSL Matthews responded that there are presently two tenured full professors in the Counseling Center. If the motion is approved, their tenure could be transferred to appropriate departments with a dual appointment.

Atkeson (History) stated that this request is without precedent and on that basis he moved this request be remanded to an appropriate committee.

Thompson (Political Science) suggested there be a deadline set for the committee to report and this be an amendment to the motion. The suggestion for reporting was at the January 21, 1992, meeting.

Pinkney (Counseling Center) stated that since this is a change in procedures it should be approved by the Faculty Senate and this change should be discussed prior to approval.

Chair Moskop read the amendment to have the Committee report to Faculty Senate on January 21, 1992. The motion passed.

Sexauer (Art) asked what is the appropriate committee, what is the assignment, and what is the committee supposed to report. Also would the committee suggest a policy to handle these type of code issues in the future?

Chair Moskop suggested that the matter be either referred to the Faculty Governance Committee or the Educational Policies and Planning Committee. He also indicated that the Committee should first consider the issue of the Counseling Center and then address the procedure for other major changes.

Hughes (Business) reported that this issue had been in front of the Senate three and half years ago and also before the Faculty Governance Committee. He stated that this issue should be handled by the Senate and not by a committee. The Faculty Governance Committee had previously recommended to the Chancellor that the Counseling Center and VC Matthews work out an agreeable settlement. Hughes commended the Chancellor for his commitment to faculty governance. Hughes was not in support of sending the issue to a committee.

Atkeson (History) spoke in favor of his motion on the grounds that the committee may be able to study and clarify the issue for the Senate.

Thompson (Political Science) asked about appointing an Ad Hoc Committee to identify the key issues and bring them back to the Senate.

Chair Moskop asked Wilson (Sociology/Anthropology), Chair of the Educational Policies and Planning Committee, if this was an issue that his Committee could accept. Wilson responded that in the committee charge, there is a clear statement that the committee will focus on any major change in programs and this seems to be a major program change.

Sexauer (Art) asked what the committee is expected to report. Would the committee recommend approval/disapproval of the "de-coding" of the unit? Chair Moskop responded that the Committee would make a recommendation to the Senate.

The motion to refer VCSL Matthews' request to eliminate the Counseling Center as a code unit to the Educational Policies and Planning Committee for study and report back to the Faculty Senate on January 21, 1992 was passed. (Resolution #91-37)

E. Approval of Fall 1991 Graduation Roster

Pories (Medicine) moved to approve the Fall 1991 Graduation Roster subject to the candidates' successful completion of their degree requirements. The motion passed. (Resolution #91-38)

F. Rosie Thompson, Assistant Coach of the Women's Basketball Team

Rosie Thompson stated that the ECU Women's Basketball team was picked as a pre-season favorite in the conference. Currently, there are five seniors, five juniors, one sophomores, and two freshmen on the team. Tanya Hargrove was selected as "Player of the Year" last year. The team has both quickness and experience this year. Academically, last year three players were on the Dean's List, one on the Honor Roll, and one on the Chancellor's List. The cumulative GPA for the team last year was 2.57. The team's goal is to recruit players that can contribute to Lady Pirate Basketball but also be successful and graduate.

G. James LeRoy Smith, Director of Self Study for Southern Association of Colleges and Schools

James LeRoy Smith made reference to the SACS Newsletters distributed to all Senators and asked that each person share this information with others in his/her departments/schools. He stated that we now have a Self-Study report. It has been two years in the process and was approved last week by the Steering Committee. Final editorial revisions are being made and it will be sent to the units prior to Thanksgiving. ECU has been notified that the chair of the SACS team will be Charles Sidman, a History professor from the University of Florida. Other team members have not yet been named.

IV. Unfinished Business

The Faculty Affairs Committee will present the recommended Appendix X: Grievance Procedures for Complaints of Sexual or Racial Harassment or Discrimination Brought Against ECU Faculty Members or Administrators Holding Faculty Status at the December 3, 1991, Faculty Senate meeting.

V. Report of Committees

A motion was made by Chair Moskop and passed to accept the Teaching Grants Committee's report first.

F. Teaching Grants Committee

Bob McCabe (Allied Health Sciences) gave the Committee report. He stated that changes had been made in the grant proposals in the areas of eligibility for academic project expense grants and summer stipends. The grants are available to all full-time faculty in the Division of Academic Affairs only because money for these grants are from left over salaries in Academic Affairs. This eliminates faculty from the Health Sciences for applying. He further stated that he had contacted VCHS Hallock and hoped that next year all ECU faculty would be eligible to apply.

Two information sessions will be held for both the Teaching Grants and Research/Creative Activity Grants to further discuss how to complete a grant or stipend application using the applications forms and guidelines. The sessions are scheduled for:

Wednesday, December 4, 1991, from 3:30 to 5:00 in GCB #1031

Thursday, December 5, 1991, from 3:30 to 5:00 in GCB #1031

VCAA Springer responded that since the funds are from savings in the Division of Academic Affairs, that VCHS Hallock may want to fund grants

through monies from the Division of Health Sciences. Springer suggested that Dr. Hallock be contacted regarding this.

Pokorny (Nursing) asked if all School of Nursing and Allied Health Sciences faculty were excluded from applying for the grants. McCabe responded that VCHS Hallock had stated that he would confer with Dr. O'Brien (Acting Dean for Allied Health) regarding funding.

Chancellor Eakin responded that there was an obvious inequity so he would work with Vice Chancellors Springer and Hallock to ensure that all faculty would be eligible for funding. With the new budget flexibility, this may be possible. Chancellor Eakin indicated that the proposals should go to all faculty, excluding the School of Medicine, at this time. A motion was made and passed to approve the revised Teaching Grants Project Expense and Summer Stipend Grant Proposals, Application forms, and Evaluation forms. (Resolution #91-39)

A. Ad Hoc Committee to Review Administrative Evaluations

Bill Spickerman (Math) presented the report of the Ad Hoc Committee. Joyce (Physics) offered an amendment to the report to add the following item in Procedures B: "adherence to ECU and Unit Codes and other governance documents". The motion to amend passed.

Anderson (Education) offered an amendment to 2. to read: That a joint Administration-Faculty Committee of six persons with expertise in the development and evaluation of surveys be appointed jointly by the Chair of the Faculty and the Chancellor with the charge of" She stated that the purpose of the motion was to indicate the number to serve and how the committee would be appointed. The motion to amend passed.

Lennon (Academic Library Services) asked what is the rationale for the library being singled out and not included in Procedures A.

Sexauer (Art) offered an amendment to Procedures A to change the word "chair" to "unit administrator". He stated that this would clarify that the Director of the Library is the unit administrator.

Anderson (Education) asked if the amendment by Sexauer eliminated the evaluation of chairs. Anderson did not support Sexauer's amendment.

Sexauer (Art) responded that all code units have unit administrators (deans or chairs) and that Procedures D seems to cover the concerns.

Chair Moskop noted that Procedures D is not worded as strongly as A and that A indicates a yearly evaluation while D does not.

Chenier (Allied Health Sciences) responded that if the word "chair" was left out of Procedures A, the dean could choose not to have a chair rated for five or ten years.

Sexauer (Art) restated his motion to amend in Procedures A the word "chair" to "unit administrator". The motion to amend failed.

Joyce (Physics) commended Spickerman and the Ad Hoc Committee for the excellent work on the final document.

The Ad Hoc Committee's report was passed as amended. (Resolution #91-40)

B. Curriculum Committee, Bill Grossnickle

Bill Grossnickle (Psychology) moved the approval of curriculum matters contained in the Curriculum Committee Minutes of September 26, 1991, and October 24, 1991. The Senate approved the minutes. (Resolution #91-41)

C. Educational Policies and Planning Committee

Ken Wilson (Sociology and Anthropology) stated that the purpose of the report on the "Integration of the Reporting, Budget, and Planning Processes" was to allow the information to be accessible to people who need it and to permit maximum amount of information to be utilized in decision making in the budget and planning processes.

D. Research/Creative Activity Committee

Tom Chenier (Allied Health Sciences) presented the Committee's report. Chenier stated that the Committee includes members from many different disciplines, and applicants should seek to communicate their ideas in clear and concise language free of technical jargon.

Spickerman (Math) asked why co-principal investigator proposals would not be allowed. Chenier responded that the Committee believed that individuals should complete the research and not be fronts for other individuals.

Chenier noted that the Chancellor will work with the Vice Chancellors to make sure that all faculty are eligible for grants with the exception of those in the School of Medicine.

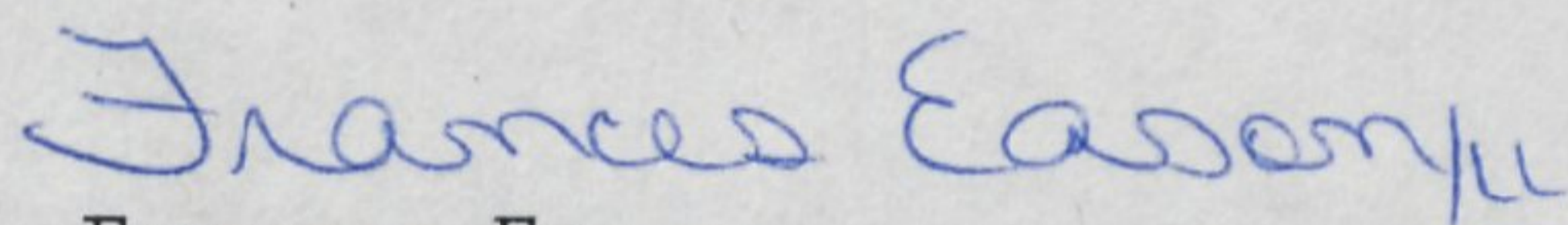
A motion was made and passed to approve the revised Research/Creative Activity Academic Year Grant and Summer Stipend Grant Proposals, Application forms, and Evaluation forms. (Resolution #91-42)

E. Teaching Effectiveness Committee

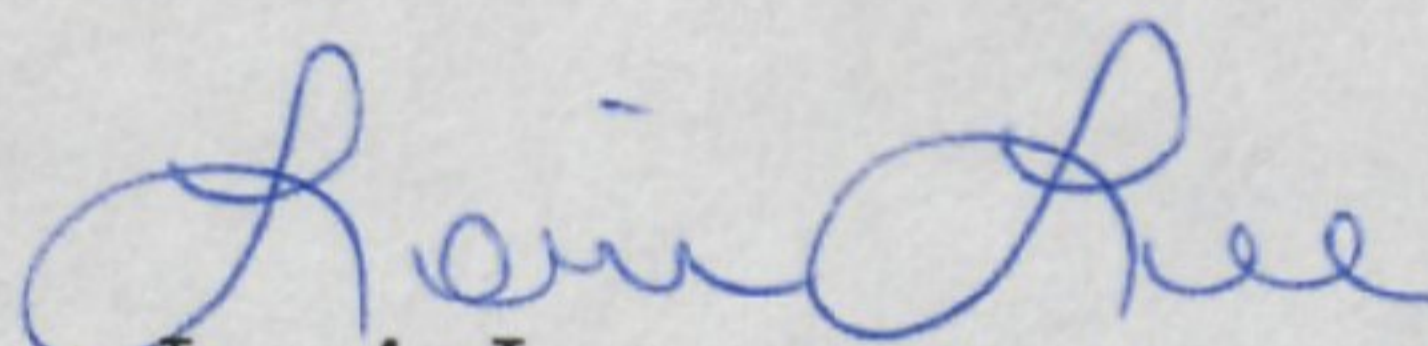
Patricia Anderson (Education) presented the Committee's report and without discussion, the Committee's recommendation passed. (Resolution #91-43) (Please refer to the list of resolutions for the full recommendation.)

With there being no further business, the meeting adjourned at 4:01 PM.

Respectfully submitted,



Frances Eason
Secretary of the Faculty



Lori Lee
Faculty Senate Secretary

RESOLUTIONS PASSED AT THE NOVEMBER 12, 1991, FACULTY SENATE MEETING

91-37 Refer Vice Chancellor Matthews' recommendation to eliminate the Counseling Center as a code unit to the Educational Policies and Planning Committee for study and report back to the Faculty Senate on January 21, 1992.

Disposition: N/A

91-38 Approval of the Fall 1991 Graduation Roster subject to the candidates' successful completion of their degree requirements.

Disposition: Chancellor

91-39 Revised Teaching Grants Project Expense and Summer Stipend Grant Proposals, Application Forms, and Evaluation Forms.

Disposition: N/A

91-40 That the Faculty Senate adopt the following Statement of Principles and Procedures developed by the Committee:

The evaluation of administrators will be based in part on a survey of faculty opinion carried out according to the following principles and procedures.

Principles

- A. East Carolina is committed to the regular evaluation of administrators' performance and to the continuing development of administrative ability.
- B. Administrators are to be evaluated by their immediate superiors based on the range of administrative responsibilities of the position. In addition and as appropriate, teaching, research, and service activities will be reviewed.
- C. Just as faculty have opportunities to enhance their teaching and research skills through development experiences provided by the University, so too should administrators have opportunities to enhance their administrative skills.
- D. Faculty opinions of administrators' performance are an important source, although not the only source, of information to be used in evaluating effectiveness.
- E. Faculty should have the opportunity to participate in an annual opinion survey of administrators' performance. The results of this survey are confidential and should be reported only to the administrator and his/her campus superiors.

Procedures

- A. Each faculty member shall have the opportunity each year to provide a rating of overall satisfaction with the performance of the chair, dean, the appropriate Vice Chancellor, and the Chancellor.
- B. Each faculty member shall be asked to provide a rating of his/her department chair and dean on the following items: 1) adherence to ECU and Unit Codes and other governance documents, 2) assignment of workload, 3) support for teaching/advising, 4) support for research, scholarships, and creative activity, 5) support for grant and contract activity, 6) support for service, 7) support for clinical practice, 8) representation of the unit, 9) leadership, 10) communication (clarity, openness, accessibility), 11) fostering an atmosphere of respect on matters of gender, ethnicity, race, nationality, and sexual orientation.
- C. Only those administrators who are in their second or more years of service shall be rated by faculty.
- D. Additional administrators may be rated periodically by appropriate subsets of faculty at the initiative of their next higher administrator.
- E. An opportunity for narrative responses shall be provided.
- F. Faculty surveys shall be anonymous.
- G. The aforementioned principles shall accompany each survey form.
- H. Results of the survey shall be reported by frequency of contact of respondents with the administrators they rate.

That a joint Administration-Faculty Committee of six persons with expertise in the development and evaluation of surveys be appointed jointly by the Chair of the Faculty and the Chancellor with the charge of recommending to the Faculty Senate and University administration an instrument to be used for the faculty survey of administrative effectiveness.

That, pending the report of the Committee recommended in Recommendation 2, the present instrument for the survey of faculty opinions of administrative effectiveness be completed by faculty members in April of each year. The selection of faculty to be surveyed, the administrators on which surveys are completed, the dissemination of results of the surveys, and the use of the result of the surveys should conform to the Statement of Principles and Procedures in Recommendation 1.

Disposition: Chancellor

- 91-41 Approval of curriculum matters contained in the Curriculum Committee Minutes of September 26, 1991, and October 24, 1991.

Disposition: Chancellor

- 91-42 Revised Research/Creative Activity Academic Year Grant and Summer Stipend Grant Proposals, Application forms, and Evaluation forms.

Disposition: N/A

- 91-43 That Item #24 on the Student Opinion Survey ("I am more competent in this subject as a result of this course.") be available to the 1992 accrediting body and the assessment report to General Administration as long as the anonymity of the individual faculty member is assured. (For example, courses taught by only one instructor would be eliminated.)

Disposition: Chancellor

FULL FACULTY SENATE MINUTES WILL BE DISTRIBUTED TO ALL ADMINISTRATORS, DEANS, CHAIRS, DIRECTORS, SENATORS, CHAIRS OF ALL ACADEMIC COMMITTEES, AND AVAILABLE ON "FSONLINE".

EAST CAROLINA UNIVERSITY FACULTY SENATE
EXECUTIVE MINUTES OF NOVEMBER 12, 1991

The third regular meeting of the Faculty Senate for the academic year 1991-1992 was held on Tuesday, November 12, 1991, in the Great Room of the Mendenhall Student Center.

Minutes of October 8, 1991, were approved as revised. Reword Grossnickle's question to Chancellor Eakin on page 2 of the full minutes to read "...if there were any requests to General Assembly for undergraduate programs to be canceled."

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Bill Grossnickle (Psychology) Chair of the Curriculum Committee, moved the approval of curriculum matters contained in the Curriculum Committee Minutes of September 26, 1991, and October 24, 1991. (Resolution #91-41)

Ken Wilson (Sociology and Anthropology) Chair of the Educational Policies and Planning Committee, stated that the purpose of the report on the "Integration of the Reporting, Budget, and Planning Processes" was to allow

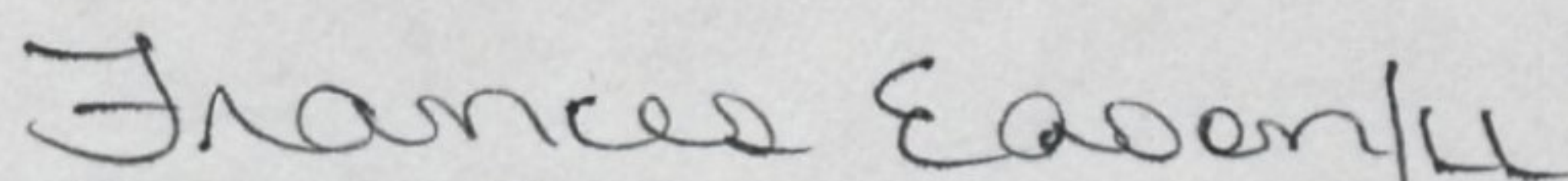
the information to be accessible to people who need it and to permit maximum amount of information to be utilized in decision making in the budget and planning processes.

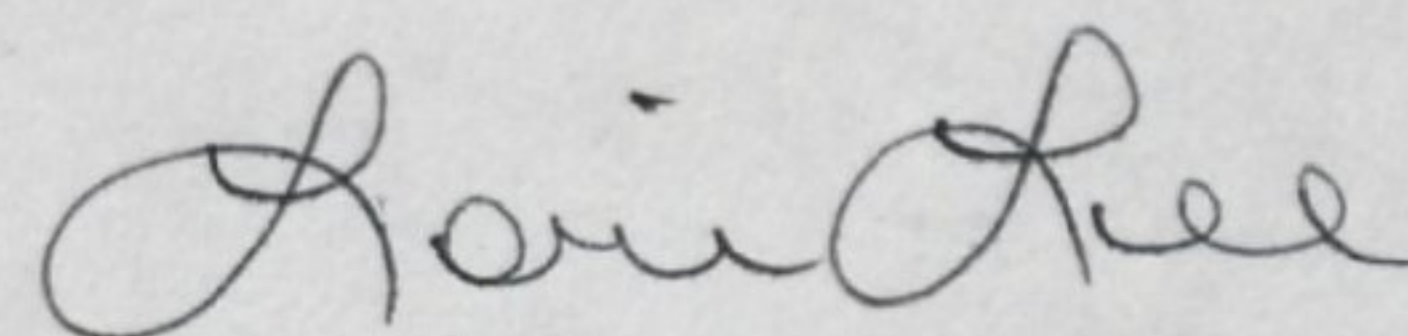
Tom Chenier (Allied Health Sciences), Chair of the Research/Creative Activity Committee, presented the Committee's grant proposal forms and stated that the Committee includes members from many different disciplines, and applicants should seek to communicate their ideas in clear and concise language free of technical jargon. The revised Research/Creative Activity Academic Year Grant and Summer Stipend Grant Proposals, Application forms, and Evaluation forms were approved. (Resolution #91-42)

Patricia Anderson (Education) presented the Teaching Effectiveness Committee's report. Please refer to the list of resolutions for the full recommendation. (Resolution #91-43)

With there being no further business, the meeting adjourned at 4:01 PM.

Respectfully submitted,


Frances Eason
Secretary of the Faculty


Lori Lee
Faculty Senate Secretary

RESOLUTIONS PASSED AT THE NOVEMBER 12, 1991, FACULTY SENATE MEETING

- 91-37 Refer Vice Chancellor Matthews' recommendation to eliminate the Counseling Center as a code unit to the Educational Policies and Planning Committee for study and report back to the Faculty Senate on January 21, 1992.
Disposition: N/A
- 91-38 Approval of the Fall 1991 Graduation Roster subject to the candidates' successful completion of their degree requirements.
Disposition: Chancellor
- 91-39 Revised Teaching Grants Project Expense and Summer Stipend Grant Proposal Forms, Application Forms, and Evaluation Forms.
Disposition: N/A
- 91-40 That the Faculty Senate adopt the following Statement of Principles and Procedures developed by the Committee:

The evaluation of administrators will be based in part on a survey of faculty opinion carried out according to the following principles and procedures.

Principles

- A. East Carolina is committed to the regular evaluation of administrators' performance and to the continuing development of administrative ability.
- B. Administrators are to be evaluated by their immediate superiors based on the range of administrative responsibilities of the position. In addition and as appropriate, teaching, research, and service activities will be reviewed.
- C. Just as faculty have opportunities to enhance their teaching and research skills through development experiences provided by the University, so too should administrators have opportunities to enhance their administrative skills.
- D. Faculty opinions of administrators' performance are an important source, although not the only source, of information to be used in evaluating effectiveness.
- E. Faculty should have the opportunity to participate in an annual

opinion survey of administrators' performance. The results of this survey are confidential and should be reported only to the administrator and his/her campus superiors.

Procedures

- A. Each faculty member shall have the opportunity each year to provide a rating of overall satisfaction with the performance of the chair, dean, the appropriate Vice Chancellor, and the Chancellor.
- B. Each faculty member shall be asked to provide a rating of his/her department chair and dean on the following items: 1) adherence to ECU and Unit Codes and other governance documents, 2) assignment of workload, 3) support for teaching/advising, 4) support for research, scholarships, and creative activity, 5) support for grant and contract activity, 6) support for service, 7) support for clinical practice, 8) representation of the unit, 9) leadership, 10) communication (clarity, openness, accessibility), 11) fostering an atmosphere of respect on matters of gender, ethnicity, race, nationality, and sexual orientation.
- C. Only those administrators who are in their second or more years of service shall be rated by faculty.
- D. Additional administrators may be rated periodically by appropriate subsets of faculty at the initiative of their next higher administrator.
- E. An opportunity for narrative responses shall be provided.
- F. Faculty surveys shall be anonymous.
- G. The aforementioned principles shall accompany each survey form.
- H. Results of the survey shall be reported by frequency of contact of respondents with the administrators they rate.

That a joint Administration-Faculty Committee of six persons with expertise in the development and evaluation of surveys be appointed jointly by the Chair of the Faculty and the Chancellor with the charge of recommending to the Faculty Senate and University administration an instrument to be used for the faculty survey of administrative effectiveness.

That, pending the report of the Committee recommended in Recommendation 2, the present instrument for the survey of faculty opinions of administrative effectiveness be completed by faculty members in April of each year. The selection of faculty to be surveyed, the administrators on which surveys are completed, the dissemination of results of the surveys, and the use of the result of the surveys should conform to the Statement of Principles and Procedures in Recommendation 1.

Disposition: Chancellor

- 91-41 Approval of curriculum matters contained in the Curriculum Committee Minutes of September 26, 1991, and October 24, 1991.

Disposition: Chancellor

- 91-42 Revised Research/Creative Activity Academic Year Grant and Summer Stipend Grant Proposal Forms, Application forms, and Evaluation forms.

Disposition: N/A

- 91-43 That Item #24 on the Student Opinion Survey ("I am more competent in this subject as a result of this course.") be available to the 1992 accrediting body and the assessment report to General Administration as long as the anonymity of the individual faculty member is assured. (For example, courses taught by only one instructor would be eliminated.)

Disposition: Chancellor



REC'D NOV 26 1991

November 21, 1991

Office of the Chancellor
103 Spilman
919-757-6212

Dr. John Moskop, Chair
Faculty Senate
East Carolina University

Dear Professor Moskop:

Resolutions #91-38, #91-40, #91-41, #91-43 are approved as adopted by the Faculty Senate at its November 12, 1991 meeting.

Sincerely,

Richard R. Eakin
Chancellor

RRE/ra

cc: Marlene Springer



November 19, 1991

Faculty Senate
140 Rawl Annex

919-757-6537
FSLEE@ECUVM1

Dr. Richard Eakin, Chancellor
East Carolina University
Spilman Building

Dear Chancellor Eakin:

On November 12, 1991, the Faculty Senate adopted, for your consideration, the following resolutions:

- 91-38 Approval of the Fall 1991 Graduation Roster subject to the candidates' successful completion of their degree requirements.
- 91-40 Report from the Ad Hoc Committee to Review Administrative Evaluations (Attachment 1)
- 91-41 Approval of curriculum matters contained in the Curriculum Committee Minutes of September 26, 1991, and October 24, 1991. (Attachment 2 and 3)
- 91-43 That Item #24 on the Student Opinion Survey ("I am more competent in this subject as a result of this course.") be available to the 1992 accrediting body and the assessment report to General Administration as long as the anonymity of the individual faculty member is assured. (For example, courses taught by only one instructor would be eliminated.)

Thank you for your consideration of the above mentioned resolutions.

Sincerely,

John Moskop
Chair of the Faculty

:lal

Attachments

pc: Marlene Springer
Vice Chancellor for Academic Affairs