

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 DECEMBER 3, 1991

The fourth regular meeting of the Faculty Senate for the academic year 1991-1992 was held on Tuesday, December 3, 1991, in the Mendenhall Student Center, room #244.

Minutes of November 12, 1991, were approved as distributed.

Absent were: Chancellor Eakin, VCHS Hallock, Hough (Faculty Assembly Representative), Singhas (Biology), George (Aerospace), Pennington (Medicine), Cunningham (Medicine).

Alternates present were: Nullet for Hankins (Geography), Boyce for Donnalley (Lib and Information Studies), Fletcher for Pories (Medicine).

A Historic Building Advisory Committee was appointed in August to advise Chancellor Eakin on issues relating to historic preservation. Members on the Committee are: Chair - Mary Jo Bratton (History), Kenneth Carpenter (Ind/Tech.), Janice Faulkner (RDI), Robert Webb (Physical Plant), Richard Edwards, and Greg Hassler.

Please make note that there has been a revision to the approved 1992 Summer Session Calendar, Second Term. **The July 4th. state holiday will be observed on Friday, July 3, 1992, and not Monday, July 6, 1992.**

The Faculty Senate will hold a special called session to consider the revised Appendix D on Tuesday, January 28, 1992. The document will be considered by sections. Senators wishing to make amendments should have those in writing and ready to offer at the meeting. Parliamentary procedures will be followed more strictly in order to facilitate consideration of the document.

Chancellor Eakin was out of town attending a SACS Annual meeting in New Orleans.

Dr. Springer, Vice Chancellor for Academic Affairs, stated that Chancellor Eakin told the Faculty Senate at the last meeting that ECU has received the consultants' report on our mission statement and program proposals. The Chancellor has forwarded a response to that report to President Spangler indicating that we are not as pleased as we might be with some of the recommendations, especially concerning our Ph.D programs. The Chancellor has spoken with Ray Dawson in the General Administration as late as December 2, 1991, regarding this matter.

Dr. Springer indicated she had received a report from Professor Carl Adler (Physics), the Chair of the Ad Hoc Committee to Review the Honors Program. Dr. Springer stated she had looked at the initial recommendations which include a four year Honors Program working with various schools in the College of Arts and Sciences.

Dr. James Hallock, Vice Chancellor for Health Sciences, was out of town attending a meeting in Chapel Hill.

Dr. Al Matthews, Vice Chancellor for Student Life, had no formal report but was available for questions.

George Bailey (Philosophy) presented a summarized report of the November 22, 1991, meeting of the Faculty Assembly. The complete report is available in the Faculty Senate Office.

James LeRoy Smith, Director of the Self Study for Southern Association of Colleges and Schools, stated that ECU is fifteen weeks away from the SACS visit. The complete Self-Study report has been delivered to all administrative offices and two copies are available in the Faculty Senate Office. Smith made reference to the SACS newsletter (Vol.2 No.12) distributed to all Senators and asked that each person share this information with others in their departments/schools.

Discussion and action on Appendix X: Grievance Procedures for Complaints of Sexual or Racial Harassment or Discrimination Brought Against ECU Faculty Members or Administrators Holding Faculty Status was postponed until January 21, 1992. Chancellor Eakin has been out of town for most of the last two weeks and Ben Irons, University Attorney, has not had an opportunity to consult with him on this final version as approved by the Committee.

The 1992-1993 Agenda Committee and Faculty Senate meeting dates were approved as presented. Please refer to the list of resolutions for the dates. (Resolution #91-44)

The recommended changes to the Academic Committees' charges were approved as presented with one exception. The Educational Policies and Planning Committee's quorum will remain at one of the three elected members. Please refer to the list of resolutions for the full committee report. (Resolution #91-45)

The curriculum matters contained in the Curriculum Committee meeting minutes of November 14, 1991, and November 21, 1991, were approved. (Resolution #91-46) (Please also refer to Resolution #91-54.)

The Educational Policies and Planning Committee directed some principles regarding faculty review of future SACS reports, assessment reports, and operational plans submitted by the code units to the Faculty Governance Committee for inclusion in the future revision of Appendix L. Please refer to the list of resolutions for the principles. (Resolution #91-47)

The Faculty Senate endorsed the idea that the Educational Policies and Planning Committee should be given the entire East Carolina University budget for review. (Resolution #91-48)

The amendment to Section V. of Appendix V: ECU Sexual Harassment, Discrimination, and Conflicts of Interest Policy was approved. Please refer to the list of resolutions for the amendment. (Resolution #91-49)

The Faculty Senate endorsed the North Carolina State Employee Assistance Program (EAP). Please refer to the list of resolutions for the full resolution. (Resolution #91-50)

The Faculty Senate referred the Teaching Effectiveness Committee's report in reference to peer evaluations back to the Committee for further review and directed them to report back to the Faculty Senate on January 21, 1991. Please refer to attachment 8 of the December 8, 1991, Agenda for the Committee report. (Resolution #91-51)

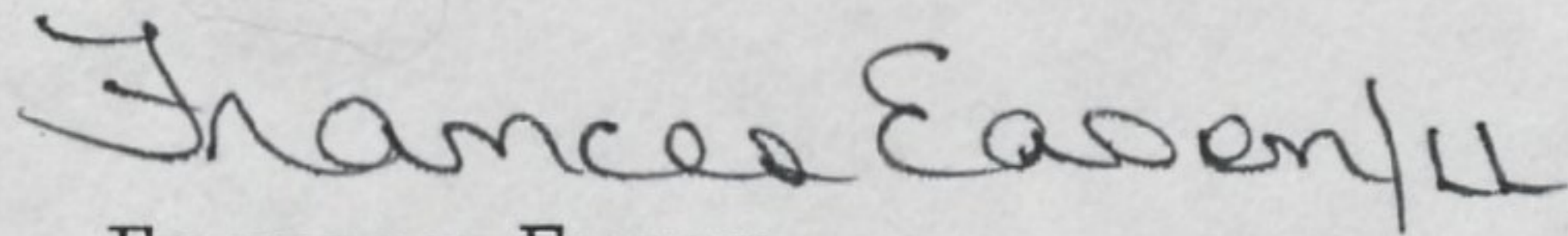
The Faculty Senate approved the amendment to the recently adopted Statement of Principles and Procedures for Administrative Evaluations (Resolution #91-40). Please refer to the list of resolutions for the amendment. (Resolution #91-52)

The Faculty Senate referred the General College Committee's recommendation concerning the Committee's participation in reviewing courses that involve general education requirements back to the Committee with instructions to draft guidelines to be followed by the Curriculum Committee in reference to this issue. (Resolution #91-53)

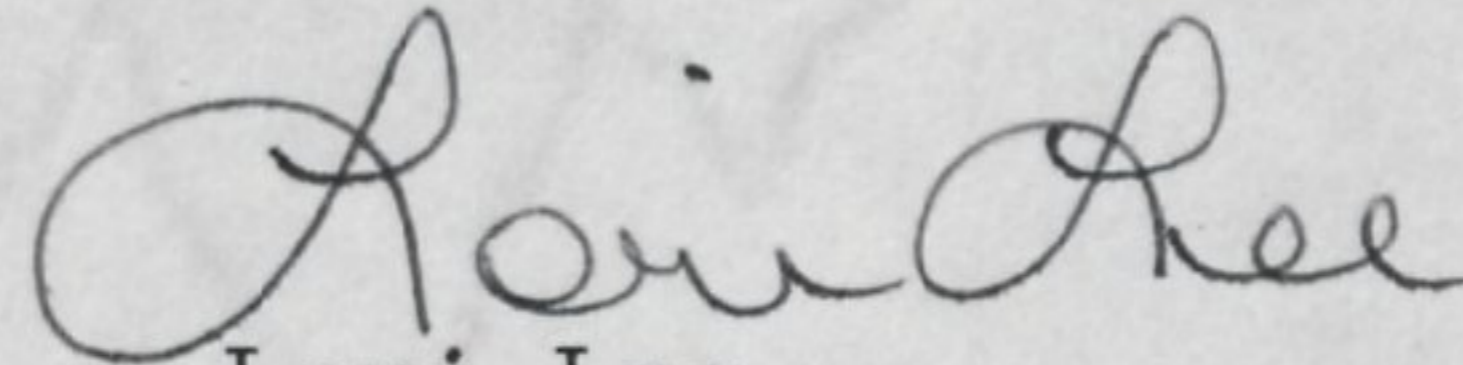
The Faculty Senate referred back to the Curriculum Committee courses Communications 2510 and Communications 2520 for reconsideration in relation to prefixes and general education requirements. (Resolution #91-54)

With there being no further business, the meeting adjourned at 4:44 PM.

Respectfully submitted,



Frances Eason  
Secretary of the Faculty



Lori Lee  
Faculty Senate Secretary

**RESOLUTIONS PASSED AT THE DECEMBER 3, 1991, FACULTY SENATE MEETING**

- 91-44 Approval of the following 1992-1993 meeting dates:
- | <u>Agenda will meet:</u> | <u>Faculty Senate will meet:</u> |
|--------------------------|----------------------------------|
| September 1, 1992        | September 15, 1992               |
| September 29, 1992       | October 13, 1992                 |
| October 20, 1992         | November 3, 1992                 |
| November 17, 1992        | December 1, 1992                 |
| January 12, 1993         | January 26, 1993                 |
| February 9, 1993         | February 23, 1993                |
| March 16, 1993           | March 30, 1993                   |
| April 6, 1993            | April 20, 1993                   |

April 21, 1993, Organizational Meeting

Disposition: N/A

- 91-45 Recommended changes to the Academic Committees' charges as stated below, instructed by the Ad Hoc Committee to Evaluate Faculty Governance on February 19, 1991 (Please refer to Resolution #91-09 for the Ad Hoc Committee's full report.)
1. Uniform wording for the statement of quorum for all committees, except Educational Policies and Planning Committee, to read:  
"Quorum: xxx elected faculty members exclusive of ex-officio."
  2. All titles appearing in committee charges be changed as appropriate.
  3. The additional recommended changes not covered in the above two motions:
    - A. Admissions and Recruitment Committee: change under 4.B. To Whom The Committee Reports to read: "The Committee makes its recommendations of policies, procedures, and standards governing admission and recruitment of students to the Faculty Senate."
    - B. Continuing Education Committee: Change 4.A. Committee Functions to read: "The Continuing Education Committee advises the Director of Continuing Education and Summer School on programs, faculty, student services, support services, and future directions of continuing education. The Continuing Education Committee shall consider concerns relating to Summer School which are not covered in other committee charges. The Committee examines and recommends policies relating to faculty teaching including qualifications, number of hours and compensation, in the Division of Continuing Education.
    - C. Credits Committee: Change 4.A.1. Committee Functions to read: 1. Concerned with policies and procedures pertaining to academic credits and academic standards. The matters of concern include:
      - a. Academic credit; auditing of courses; repetition of courses; advanced placement credit.
      - b. Grading; course attendance; Multiple F policy; scholastic eligibility requirements; academic probation and suspension; Honor Roll, Dean's List, and Chancellor's List; Degrees with distinction.

- c. Schedule changes (adding and/or dropping course); withdrawal from University; course load limitation; and 30 semester hour residence requirement for graduation.  
Delete 4.A.3. because this is included in 4.A.1.c.
- D. Educational Policies and Planning Committee: change 2. Membership to read: 3 elected faculty members. Ex-officio members (with vote): The Chair of the Faculty; Chairpersons of the Admissions and Recruitment Committee, Continuing Education Committee, Curriculum Committee, General Education Committee, Libraries Committee, Research/Creative Activity Committee, Teaching Effectiveness Committee, Graduate School Policies Committee, and Graduate School Curriculum Committee. The Council of Teacher Education shall elect a representative, from among the faculty representatives of the Council membership, to serve as an ex-officio member with vote. The ex-officio members may send representatives from their committees. (The Chairperson, Vice Chairperson, and Secretary shall be elected from the three elected faculty members.) Ex-officio member (without vote but with all other parliamentary privileges): The Chancellor or an appointed representative.
- E. Faculty Affairs Committee: add the following underlined word to 4.A. Committee Functions, first paragraph: "...promotion in rank, and merit policies."
- F. Faculty Computer Committee: add the following sentence to 4.A. Committee Functions: "The Committee determines the adequacy of computer resources in planning for new degree programs."  
Change 4.B. To Whom The Committee Reports to read: "The Committee reports to the Faculty Senate. It reports on adequacy of computer resources in planning new degree programs to the Educational Policies and Planning Committee."
- G. Faculty Governance Committee: add the following underlined word to 2. Membership: "...from that Committee, the most immediate Past Chair of the Faculty in residence."
- H. Faculty Welfare Committee: delete in 2. Membership the following phrase: "...chosen by the Faculty Senate at its organizational meeting in the spring."
- I. General College Committee: change the name of the Committee to "General Education Committee". Move first paragraph on 4.B. To Whom The Committee Reports "The Committee makes recommendations concerning:..." to 4.A. Committee Functions.
- J. Libraries Committee: Move the following in 4.B. To Whom The Committee Reports "The Committee recommends...library budget." to 4.A. Replace 4.B. with "The Committee makes recommendations to the Faculty Senate on major policies concerning matters outlined in 4.A."
- K. Readmission Appeals Committee: add the following sentence to 4.B. To Whom The Committee Reports: "Recommendations on student appeals are made to the Vice Chancellor for Academic Affairs."
- L. Research/Creative Activity Committee: delete the following sentence from 2. Membership: "All faculty members shall serve staggered three-year terms."
- M. Teaching Effectiveness Committee: delete the following sentence from 2. Membership: "All faculty members shall serve three-year terms staggered so that no more than one-third of the members shall be elected annually."
- N. Teaching Grants Committee: add to 4.B. the following phrase: "...for its approval." Replace in 4.C. How Often the Committee Reports "...at least annually..." with "...within four weeks of its decision..."; replace the word "recipient" with "nominee". Replace 4.D. Power of the Committee to Act with the following: "The Committee is empowered to recommend to the Vice Chancellor

for Academic Affairs both nominees for grant funding and activities which would improve and promote teaching.

**Disposition:** N/A

91-46 Approval of curriculum matters contained the Curriculum Committee Minutes of November 14, 1991, and November 21, 1991, excluding COMM 2510 and COMM 2520.

**Disposition:** Chancellor

91-47 Approval of the following principles to be forwarded to the Faculty Governance Committee for inclusion in the next revision of Appendix L.

1. A formal mechanism be developed to require votes by the code unit faculty for all future SACS reports, assessment reports, and operational plans submitted by the code units. When any of these plans or reports are submitted by a department within a professional school that is not a code unit, departmental faculty should vote.
2. Budget requests and annual reports for code units be fully discussed with the code unit faculty.
3. The College of Arts and Science should identify eligible voting faculty and develop a process to allow said faculty to discuss and vote on future college reports and plans.

**Disposition:** N/A

91-48 Endorsement by the Faculty Senate that the Educational Policies and Planning Committee should be given the entire East Carolina University budget for review.

**Disposition:** Chancellor

91-49 Amendment to Section V. of Appendix V: ECU Sexual Harassment, Discrimination, and Conflicts of Interest Policies that was adopted on March 19, 1991 (Resolution #91-20). Replace this section with the following:

SECTION V. GRIEVANCES AGAINST EAST CAROLINA UNIVERSITY FACULTY MEMBERS OR ADMINISTRATORS HOLDING FACULTY STATUS

Complaints brought against East Carolina University faculty members or administrators holding faculty status by East Carolina University students, faculty, staff, administrators, or visitors ordinarily are governed by the grievance procedure stated in the East Carolina University Faculty Manual, Appendix X. However, if a faculty member raises allegations of sexual harassment or discrimination, or conflict of interest during a hearing he or she requested before the Due Process Committee, the Reconsideration Committee, or the Faculty Hearing Committee (in accordance with the policies and procedures set forth in the East Carolina University Faculty Manual, Appendix D), the relevant committee shall determine the merits and bearing, if any, of the allegations raised by the faculty member on the matter before the committee. Such actions by the Due Process Committee, the Reconsideration Committee, or the Faculty Hearing Committee shall not preclude a faculty member from independently bringing a complaint of sexual harassment or discrimination, or conflict of interest in accordance with the grievance procedures stated in the East Carolina University Faculty Manual, Appendix X. The outcome of an Appendix X grievance brought by a faculty member against other faculty members or administrators holding faculty status either may be appealed in accordance with the provisions for appeal set forth in Section J of Appendix X, or may be appealed before the Faculty Affairs Committee in accordance with the policies and procedures set forth in Appendix D or the East Carolina University Faculty Manual, but not both.

**Disposition:** Chancellor

91-50 Whereas, the N.C. State Employee Assistance Program (EAP) is a process established to assist University personnel, and their family members, in obtaining professional assistance for the resolution of their personal problems, especially when interfering with their work, and

Whereas, assistance may be obtained by self referral, or non-mandatory supervisory referral (records are confidential and not available to University personnel), and

Whereas, the program is confidential and voluntary, and

Whereas, the Faculty Welfare Committee has reviewed and endorses the program, and

Whereas, endorsement by the Faculty Senate would enable the promotion of the program within University faculty and faculty supervisors;

Therefore Be It Resolved, that the Faculty Senate endorse the N.C. State Employee Assistance Program.

**Disposition:** N/A

91-51 Refer back to the Teaching Effectiveness Committee the recommendation concerning peer evaluations for further review. The Committee was asked to report back to the Faculty Senate on January 21, 1992. (Please refer to attachment 8 of the December 3, 1991, Agenda for the full Committee recommendation.)

**Disposition:** N/A

91-52 Amendment to the Statement of Principles and Procedures for Administrative Evaluations that was adopted on November 12, 1991, (Resolution #91-40). The amendment is as follows: insert a footnote after the word "Dean" in Procedures A to read: "This category includes the Director of Academic Library Services and the Director of the Health Sciences Library for their respective faculties."

**Disposition:** Chancellor

91-53 Refer back to the General College Committee the recommendation concerning the Committee's participation in reviewing courses that involve general education requirements with instructions to draft guidelines to be followed by the Curriculum Committee in reference to this issue.

**Disposition:** N/A

91-54 Refer back to the Curriculum Committee courses Communications 2510 and Communications 2520 for reconsideration in relation to prefixes and general education requirements.

**Disposition:** N/A