

FULL FACULTY SENATE MINUTES ARE DISTRIBUTED TO ALL ADMINISTRATORS, DEANS, CHAIRS, DIRECTORS, SENATORS, CHAIRS OF ALL ACADEMIC COMMITTEES, AND AVAILABLE ELECTRONICALLY THROUGH "FSONLINE".

EAST CAROLINA UNIVERSITY FACULTY SENATE  
EXECUTIVE MINUTES OF JANUARY 21, 1992

The fifth regular meeting of the Faculty Senate for the academic year 1991-1992 was held on Tuesday, January 21, 1992, in the Mendenhall Student Center Great Room.

Minutes of December 3, 1991, were approved as distributed.

Absent were: Hughes (Business), Wilson (Faculty Assembly Representative)

Alternates present were: Campbell for DeJesus (Economics), Chowdhury for Reaves (Industry and Technology), Fletcher for Pories (Medicine), Thompson for Reiser (Sociology and Anthropology)

Also present was: Weeks for Clark (Theatre Arts)

**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. This change is necessary to make the summer schedule correspond to the state holiday schedule announced by the State Personnel Commission.

Academic and Administrative Committee Preference Forms have been distributed to all faculty. If you are not currently serving on a committee or your term expires Spring 1992, and you are interested in serving on one of these committees, a completed form, along with a brief statement indicating qualifications for potential service, must be submitted to the Faculty Senate Office by Friday, February 14, 1992.

In order to begin preparation for the 1992-1993 academic year, it is necessary for your department or school to fill any Faculty Senate vacancies which will occur at the close of this academic year. Election results should be forwarded to the Faculty Senate Office by Monday, March 2, 1992.

The Career Education Committee is sponsoring a Majors/Minors Fair as a resource for students who are undeclared, uncertain of their majors, or just curious about what possibilities are available at ECU. The Fair will be held on Wednesday, March 18, 1992, from 12:30 to 3:30 in the Great Room of Mendenhall Student Center. Please notify your Chair if you are interested in participating in this event.

Any course changes needing approval for this academic year must be received by the Curriculum Committee no later than Monday, March 16, 1992.

Chancellor Eakin reported that enrollment for the Spring Semester is once more at an all-time high, with 15,853 students enrolled. This enrollment represents an increase of 432 or 2.8% over last Spring. The Chancellor's Forum has been held for several years in early January. This year the Forum is planned for September 17 and 18. Dr. Henry Peel is the Forum Director.

Dr. Marlene Springer, Vice Chancellor for Academic Affairs, reported that the University is again offering ECU tenured and tenure-track faculty an opportunity to participate in the Faculty Computer Workstation Program. The deadline for submission of an application is Friday, February 7, 1992.

Last week, Dr. Springer announced that Myra Cain has accepted the appointment as Acting Associate Vice President for Academic Affairs with the



University of North Carolina University General Administration, effective immediately. Dr. James LeRoy Smith will assume oversight of the duties associated with Mrs. Cain's office in her absence.

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

Dr. James Hallock, Vice Chancellor for Health Sciences, reported that a Dean for the School of Allied Health Sciences has been employed. Dr. Harold P. Jones will start on March 1, 1992. He also stated that the strategic and master site plan with the hospital was now completed. This plan calls for the Schools of Nursing and Allied Health Sciences to move to the west campus as soon as possible. This may be within an 8-10 year period. Planning will start with the Deans of Nursing and Allied Health Sciences. The plan also includes the construction of a new clinical facility of approximately 100,000 square feet for the School of Medicine.

Dave Hart, Director of the Athletics Department reviewed the issue of Peach Bowl ticket distribution. Hart noted that the Peach Bowl required a commitment to sell 20,000 tickets and that early projections were that only 15,000 could be sold. Soon after ticket requests began to be received, it became clear that demand would exceed supply. Since 1981, a system for ticket allocation has been in place through the Pirate Club. This system gives priority to Pirate Club members according to level of contribution. Using this system, all ECU Peach Bowl tickets were allocated to Pirate Club members. After his report, Hart responded to a number of faculty questions as noted in the full minutes of the Faculty Senate meeting.

Eddie Payne, Head Basketball Coach, was unable to speak to the Senate as scheduled. He was in Jackson, Tennessee recruiting a player with a SAT of 1200 interested in studying Accounting at ECU. Coach Payne will speak to the Faculty Senate on February 18, 1992.

James LeRoy Smith, Director of Self Study for Southern Association of Colleges and Schools, made reference to the SACS Newsletter (Vol. 3 No. 1) distributed to all Senators and asked that each person share this information with others in their departments/schools.

Appendix X: Grievance Procedures for Complaints of Sexual or Racial Harassment or Discrimination Brought Against ECU Faculty Members or Administrators Holding Faculty Status was passed as amended. (Resolution #92-1) A copy of the amended policy is available in the Faculty Senate Office.

Miriam Quick (Nursing) was elected to another 3 year term as Alternate to the Faculty Assembly.

The curriculum matters as contained in the Curriculum Committee Minutes of December 12, 1991 were approved. (Resolution #92-2)

Grossnickle offered, for the Senate's information, a statement designed to clarify the approval process for 5000-level courses. This statement was drafted by Grossnickle, Ken Wilson (Chair of the Educational Policies and Planning Committee) and Steve Tacker (Chair of the Graduate Curriculum Committee) and reviewed by Diane Jacobs (Dean of the Graduate School) and James LeRoy Smith (Director of SACS Self-Study) who agree with its content. A copy of this statement is available in the Faculty Senate Office.

The Educational Policies and Planning Committee's recommendation to dissolve the Counseling Center Unit Code passed as amended. (Resolution #92-3)  
Please refer to the list of resolutions for the amended recommendation.



Teaching Effectiveness Committee's recommendation, listing items that can be considered as a guide in development of a peer review process passed as amended. (Resolution #92-4). Please refer to the list of resolutions for the amended recommendation.

A motion was made and passed to refer the revision to the 1990-1992 Undergraduate Catalog, Section 5, page 46, Schedule Changes, to the Credits Committee for further study. (Resolution #92-5)

With there being no further business, the meeting adjourned at 4:30 p.m.

Respectfully submitted,

*Frances Eason*

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Secretary of the Faculty

*Lori Lee*

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Faculty Senate Secretary

**RESOLUTIONS PASSED AT THE JANUARY 21, 1992, FACULTY SENATE MEETING**

- 92-1 Approval of Appendix X: Grievance Procedures for Complaints of Sexual or Racial Harassment or Discrimination or Conflicts of Interest Brought Against East Carolina University Faculty members or Administrators Holding Faculty Status. (A copy is available in the Faculty Senate Office.

**Disposition:** Chancellor

- 92-2 Approval of curriculum matters contained in the Curriculum Committee Minutes of December 12, 1991.

**Disposition:** Chancellor

- 92-3 Approval of the recommendation that the Counseling Center Unit Code be dissolved on the conditions that:

- 1) the tenured professors retain tenured appointments in the University;
- 2) the procedures in this instance are not precedent setting;
- 3) the Faculty Senate move immediately to develop and institute a formal process for dissolving a unit code;
- 4) a formal, written, mutually satisfactory agreement be reached between the University and the tenured professors to provide for research, teaching, and service activities suitable for continued professional growth and development;
- 5) the Counseling Center clarify the impact of dissolving the unit code on the Office of the Student Counseling Center's Operational Plan, Objective 4.a.1: Establish a doctoral intern site and training program at the Counseling Center.

**Disposition:** Chancellor

- 92-4 Approval of suggestions that may be considered for use as a guide in the development of a peer review process. The suggestions are as follows:

- 1) Peer evaluation procedures for a unit should be determined by the faculty of that unit and be in compliance with Appendix C and the unit code. Evaluation procedures should be well defined and use proven instruments. In addition, faculty must be trained in the proper use of these procedures before they are implemented.
- 2) Some methods are better suited for evaluation of teaching for purposes of merit, promotion and tenure and other for development or improving teaching. Of the methods cited above, two are more suitable for evaluations by colleagues. They are:



92-4 (continued)

- a) Annual Goals Assessment
- b) Analysis of Instructional and Other Materials  
Diamond (1987) contains examples of how evaluations of these two kinds could be conducted.
- 3) Classroom observations are a beneficial tool for developing teaching effectiveness. We make the following recommendations:
  - a) When faculty classes are observed, at least two observers be used and each observer visit a class at least twice.
  - b) It may be helpful to have faculty teaching observed by members outside the unit.
  - c) Observation teams can be a useful way of collecting data. The team members observe one another and discuss observations. This method can build teaching support as well as data for development. It is often helpful if the team is interdisciplinary and consists of junior and senior faculty. Observation teams should consist of not more than four people.

Diamond (1987) also contains examples of forms that could be used for such evaluations. It should, however, be noted that some pedagogues do not follow traditional lecture/discussion methods. In order to encourage and facilitate alternate and innovative pedagogues appropriate formats should be sought by the unit.

References: Diamond, R.M. (Ed). 1987. A Guide to Evaluating Teaching for Promotion and Tenure. Center for Instructional Development, Syracuse University. Copley Publishing Group, Littleton, Massachusetts 01460, 63 pp.

Disposition: Chancellor

92-5 Refer a recommended revision to the 1990-1992 Undergraduate Catalog, Section 5, Page 46, Dropping Courses to the Credits Committee for further study. (Please refer to the January 21, 1992, Faculty Senate Agenda, Attachment 5 for the full recommended revision.)

Disposition: N/A