

PLEASE POST FOR ALL FACULTY TO READ

**EAST CAROLINA UNIVERSITY  
FACULTY SENATE FULL AGENDA**

The seventh regular meeting of the Faculty Senate for academic year 1991/92 will be held on Tuesday, March 17, 1992, at 12:30 pm in the Mendenhall Student Center Great Room. **Please make note of time change!**

- I. Call to Order
- II. Approval of Minutes of February 18, 1992 and February 25, 1992.
- III. Special Order of the Day
  - A. Roll Call
  - B. Announcements
  - C. Richard Eakin, Chancellor
  - D. Vice Chancellors' Reports
  - E. James LeRoy Smith, Director of Self Study for Southern Association of Colleges and Schools
  - F. Approval of the Spring 1992 Graduation Roster
- IV. Report of Committees
  - A. Calendar Committee, James Tracy  
Proposed Summer 1994, Fall 1994, and Spring 1995 Calendars (Attachment 1).
  - B. Curriculum Committee, Bill Grossnickle  
Curriculum matters contained in the February 13, 1992, meeting.
  - C. Faculty Computer Committee, Karl Wuensch  
Proposed Policy Statement on Evaluating Faculty Authored Computer Programs or Software (Attachment 2).
  - D. Faculty Welfare Committee, George Hamilton
    - 1. Proposed Clean Air Policy (Attachment 3).
    - 2. Proposed Summer Salary Pay Policy (Attachment 4).
  - E. Unit Code Screening Committee, Don Sexauer  
School of Education Unit Code. (The revised unit code is available for review in the Faculty Senate Office.)
- V. Unfinished Business

Proposed revisions to Appendix D and Appendix L. (Please refer to the January 28, 1992, Faculty Senate Agenda for the proposed revisions to these appendices.)

**DRAFT****SUMMER SESSION 1994****FIRST TERM**

(Actual class days: 5 Mondays, 5 Tuesdays, 5 Wednesdays, 5 Thursdays, 5 Fridays, 1 day for registration, 1 day for Final Exams)

<b>March 15, Tuesday</b>	Last day to apply for admission to Graduate School for first term
<b>May 13, Friday</b>	Schedules cancelled for all who have not paid fees by 4:00 p.m.
<b>May 16, Monday</b>	Registration and schedule changes
<b>May 17, Tuesday</b>	Classes begin; late registration; schedule changes
<b>May 18, Wednesday</b>	Last day for late registration and schedule changes for first term
<b>May 30, Monday</b>	Last day for undergraduate students to drop term-length courses or withdraw from school without grades. Block courses may be dropped only during the first 40% of their regularly scheduled class meetings.
<b>June 10, Friday</b>	Last day to submit thesis to the Graduate School for first term
<b>June 14, Tuesday</b>	Last day for graduate students to drop courses without grades
<b>June 20, Monday</b>	Classes end
<b>June 21, Tuesday</b>	Final Examinations

**Second Term**

(Actual class days: 4 Mondays, 5 Tuesdays, 5 Wednesdays, 6 Thursdays, 5 Fridays, 1 day for Registration, 1 day for Final Exams)

<b>May 1, Sunday</b>	Last day to apply for admission to Graduate School for first term
<b>June 21, Tuesday</b>	Schedules cancelled for all who have not paid fees by 4:00 p.m.
<b>June 22, Wednesday</b>	Registration and schedule changes
<b>June 23, Thursday</b>	Classes begin; late registration; schedule changes
<b>June 24, Friday</b>	Last day for late registration and schedule changes for second term
<b>July 4, Monday</b>	State Holiday (no classes)
<b>July 7, Thursday</b>	Last day for undergraduate students to drop term-length courses or withdraw from school without grades. Block courses may be dropped only during the first 40% of their regularly scheduled class meetings.
<b>July 18, Monday</b>	Last day to submit thesis to the Graduate School for second term
<b>July 22, Friday</b>	Last day for graduate students to drop courses without grades
<b>July 28, Thursday</b>	Classes end
<b>July 29, Friday</b>	Final Examinations

**DRAFT**

# DRAFT

Attachment 1.

(continued)

## FALL SEMESTER 1994

(Actual class days: 13 Mondays, 14 Tuesdays, 15 Wednesdays, 14 Thursdays, 14 Fridays and 14 Saturdays. Effective class days: 14 Mondays, 14 Tuesdays, 14 Wednesdays, 14 Thursdays, 14 Fridays, 14 Saturdays)

<b>June 1, Wednesday</b>	Last day for persons holding a bachelor's degree to apply for admission to Graduate School for the fall semester
<b>August 5, Friday</b>	Last day to pay or secure fall semester fees without penalty
<b>August 22, Monday</b>	Faculty meetings; schedules cancelled for all who have not paid fees by 4:00 p.m.
<b>August 23, Tuesday</b>	Registration and schedule changes
<b>August 24, Wednesday</b>	Classes begin; late registration; schedule changes
<b>August 25, Thursday</b>	Last day for late registration and schedule change
<b>September 5, Monday</b>	Labor Day holiday (no classes)
<b>September 8, Thursday</b>	Labor Day makeup day ( Classes which would have met on Monday, September 5, will meet on this day so there will effectively be the same number of Mondays and Thursdays as every other weekday during this semester.
<b>October 4, Tuesday</b>	Last day for undergraduate students to drop term-length courses or withdraw from school without grades. Block courses may be dropped only during the first 40% of their regularly scheduled class meetings.
<b>October 20-25 Thursday through Tuesday</b>	Fall break (tentative)
<b>November 14, Monday</b>	Early Registration for spring semester 1995 begins.
<b>November 18, Friday</b>	Last day to remove incompletes given during spring and/or summer session 1994.
<b>November 23-November 27 Wednesday through Sunday</b>	Thanksgiving break
<b>November 28, Monday</b>	8:00 a.m. - Classes resume, and last day for graduate students to drop courses without grades.
<b>November 29, Tuesday</b>	Last day to submit thesis to the Graduate School for Fall graduation.
<b>December 9, Friday</b>	Classes end
<b>December 10, Saturday</b>	Commencement
<b>December 12, Monday</b>	Regular Exams begin
<b>December 17, Saturday</b>	6:30 p.m. Exams for fall semester close

# DRAFT

# DRAFT

## EXAMINATION SCHEDULE

### FALL SEMESTER 1994

There will be no departure from the printed schedule, except as noted below: All examinations for one credit hour courses will be held during the last regular meeting of the class. Classes meeting more than three times a week will follow the examination schedule for MWF classes.

Examinations in undergraduate courses meeting at night will be held at 7:00 - 9:00 p.m. on the first night of their usual meeting during the examination period ( December 12-December 17). Graduate courses meeting at night will hold their examination during their regular class times the first class night during the examination period.

Courses meeting on Saturday morning will have the final examination on Saturday, December 7, at the usual hour at which the class meets.

Those classes beginning between hours or meeting more than one hour will have the final examination at the time scheduled of the hour during which the class begins (e.g., a 9:30-11:00 a.m. TTH class will meet the examination schedule of the 9:00 a.m. TTH class; an 8:00-10:00 a.m. MWF class will meet the examination schedule of the 8:00 a.m. MWF class)

Common examinations will be held according to the following schedule:

Physics 1251, 1261, Mathematics 1065	4:30 - 6:30 Monday	December 12
French 1002, Spanish 1002, 1003, German 1002	4:30 - 6:30 Tuesday	December 13
Economics 1000, 2113, 2133	4:30 - 6:30 Wednesday	December 14
Chemistry 1121, 1151, 1161, 2621	4:30 - 6:30 Thursday	December 15
Chemistry 0150, 1120, 1150, 1160, 2620	4:30 - 6:30 Friday	December 16
French 1001, 1003, Spanish 1001, German 1001	4:30 - 6:30 Saturday	December 17

#### Times classes regularly meets

#### Time and day of examination

8:00 MWF	8:00 - 10:00	Monday	December 12
8:00 TTh	8:00 - 10:00	Tuesday	December 13
9:00 MWF	8:00 - 10:00	Wednesday	December 14
9:00 TTh	8:00 - 10:00	Thursday	December 15
10:00 MWF	8:00 - 10:00	Friday	December 16
10:00 TTh	8:00 - 10:00	Saturday	December 17
11:00 MWF	11:00 - 1:00	Monday	December 12
11:00 TTh	11:00 - 1:00	Tuesday	December 13
12:00 MWF	11:00 - 1:00	Wednesday	December 14
12:00 TTh	11:00 - 1:00	Thursday	December 15
1:00 MWF	11:00 - 1:00	Friday	December 16
1:00 TTh	11:00 - 1:00	Saturday	December 17
2:00 MWF	2:00 - 4:00	Monday	December 12
2:00 TTh	2:00 - 4:00	Tuesday	December 13
3:00 & 4:00 MWF	2:00 - 4:00	Wednesday	December 14
3:00 & 4:00 TTh	2:00 - 4:00	Thursday	December 15

# DRAFT

# DRAFT

Attachment 1.  
(continued)

## SPRING SEMESTER 1995

(Actual class days: 14 Mondays, 15 Tuesdays, 14 Wednesdays, 14 Thursdays, 14 Fridays, 14 Saturdays)

<b>October 15, Saturday</b>	Last day for persons holding a bachelor's degree to apply for admission to Graduate School for the spring semester 1995
<b>December 16, Friday</b>	Last day for continuing students to pay or secure spring semester fees without penalty
<b>January 4, Wednesday</b>	Class schedules cancelled for all who have not paid fees by 4:00 p.m.
<b>January 5, Thursday</b>	Registration; schedule changes
<b>January 6, Friday</b>	Classes begin: late registration and schedule changes
<b>January 10, Tuesday</b>	Last day for late registration and schedule changes
<b>January 16, Monday</b>	State holiday (no classes)
<b>January 17, Tuesday</b>	Last day to apply for graduation in May
<b>February 17, Friday</b>	Last day to drop a regular semester-length course or withdraw from school (undergraduate students). Block course may be dropped only during the first 40% of their regularly scheduled class meetings.
<b>March 5-12</b>	Spring break
<b>Sunday through Sunday</b>	
<b>March 13, Monday</b>	8:00 a.m. - Classes resume
<b>March 27, Monday</b>	Early registration for fall semester and summer session 1995 begins
<b>April 13, Thursday</b>	Last day to remove incomplete given during fall semester 1994
<b>April 14, Friday</b>	State holiday (no classes)
<b>April 24, Monday</b>	Classes end
<b>April 25, Tuesday</b>	Reading day
<b>April 26, Wednesday</b>	Exams begin
<b>May 3, Wednesday</b>	6:30 p.m. - Exams for spring semester close
<b>May 6, Saturday</b>	Commencement

# DRAFT

# DRAFT

## EXAMINATION SCHEDULE SPRING SEMESTER 1995

There will be no departure from the printed schedule, except as noted below: All examinations for one credit hour courses will be held during the last regular meeting of the class. Classes meeting more than three times a week will follow the examination schedule for MWF classes.

Examinations in undergraduate courses meeting at night will be held at 4:30-6:30 p.m. on the first night of their usual meeting during the examination period (April 26-May 3). Graduate courses meeting at night will hold their examination during their regular class times the first class night during the examination period. Courses meeting on Saturday morning will have the final examination on Saturday, April 29, at the usual hour at which the class meets.

Those classes beginning between hours or meeting more than one hour will have the final examination at the time scheduled of the hour during which the class begins (e.g., a 9:30-11:00 a.m. TTH class will meet the examination schedule of the 9:00 a.m. TTH class; an 8:00-10:00 a.m. MWF class will meet the examination schedule of the 8:00 a.m. MWF class)

Common examinations will be held according to the following schedule:

French 1002, Spanish 1002, 1003, German 1002	4:30 - 6:30 Wednesday	April 26
Economics 1000, 2113, 2133	4:30 - 6:30 Thursday	April 27
Chemistry 1121, 1151, 1161, 2621	4:30 - 6:30 Friday	April 28
Chemistry 0150, 1120, 1150, 1160, 2620	4:30 - 6:30 Monday	May 1
French 1001, 1003, Spanish 1001, German 1001	4:30 - 6:30 Tuesday	May 2
Physics 1251, 1261, Mathematics 1065	4:30 - 6:30 Wednesday	May 3

### Times classes regularly meets

### Time and day of examination

8:00 MWF	8:00 - 10:00	Monday	May 1
8:00 TTh	8:00 - 10:00	Wednesday	May 3
9:00 MWF	8:00 - 10:00	Wednesday	April 26
9:00 TTh	8:00 - 10:00	Thursday	April 27
10:00 MWF	8:00 - 10:00	Friday	April 28
10:00 TTh	8:00 - 10:00	Tuesday	May 2
11:00 MWF	11:00 - 1:00	Monday	May 1
11:00 TTh	11:00 - 1:00	Wednesday	May 3
12:00 MWF	11:00 - 1:00	Wednesday	April 26
12:00 TTh	11:00 - 1:00	Thursday	April 27
1:00 MWF	11:00 - 1:00	Friday	April 28
1:00 TTh	11:00 - 1:00	Tuesday	May 2
2:00 MWF	2:00 - 4:00	Monday	May 1
2:00 TTh	2:00 - 4:00	Wednesday	May 3
3:00 MWF	2:00 - 4:00	Wednesday	April 26
3:00 TTh	2:00 - 4:00	Thursday	April 27
4:00 MWF	2:00 - 4:00	Friday	April 28
4:00 TTh	2:00 - 4:00	Tuesday	May 2

# DRAFT

## FACULTY COMPUTER COMMITTEE REPORT

## Policy Statement on

## Evaluating Faculty Authored Computer Programs or Software

Computer programs or software should be evaluated and counted as are other intellectual products developed by faculty -- e.g., musical scores, works of art, poems, biographies, the identification of a chemical testing procedure etc.

- A. Computer programs or software may further knowledge in a discipline, enhance a faculty member's teaching, or provide a service. When evaluating a faculty member's computer program or software for the annual report, the same basic criteria should apply as when evaluating other intellectual products: does it make an important contribution to one's teaching, does it enhance one's professional development, does it further knowledge in one's discipline, is there some recourse to "standards" through a peer review process, does it enhance the university's level of service? Published software should be subject to a peer review process which would provide the same "tangible evidence" for its contribution to scholarly work or teaching that is provided by peer review of other published or juried works.
1. Teaching: If the faculty authored software is being applied to teaching, then the evaluation and credit should be under that category. (With East Carolina University's emphasis on incorporating computing and new technology into the instructional setting, there needs to be encouragement and reward for faculty who invest the time and training to do so.)
  2. Research/Creative Activity: If the faculty authored software is a part or result of research or creative activity which is published, presented, or exhibited, then the evaluation and credit should be under that category. Published research incorporating faculty authored software should be treated as is other published research.
  3. Service: If the faculty authored software is for use in service on behalf of the university, then it should be evaluated under that category.
- B. From discipline to discipline the form taken by the candidate's contribution will vary. (Such discipline-specific standards already apply to the evaluation of the annual reports and of materials reviewed for tenure and promotion.)

**FACULTY WELFARE COMMITTEE REPORT**

PROPOSED CLEAN AIR POLICY

- WHEREAS,** A specific request has been brought by a faculty member to designate the General Classroom Building a smoke free area; and
- WHEREAS,** The University currently recognizes the health hazards of a smoke-filled environment, as manifest in health and medical course teachings; and
- WHEREAS,** No current campus-wide policy exists to guide the development of smoking regulations in campus buildings; and
- WHEREAS,** A number of university-owned buildings currently have various levels and forms of smoking regulations; and
- WHEREAS,** A policy now exists which prohibits smoking in classrooms.

**THEREFORE, BE IT RESOLVED,** that the Faculty Senate move to adopt a clean air policy in all University owned and operated buildings by Fall, 1992.

**BE IT FURTHER RESOLVED,** that smoking areas be designated for each building provided that adequate ventilation protects the non-smoker.

**BE IT FURTHER RESOLVED,** that assistance be sought from the University Wellness Director to meet the needs of any faculty or staff member who is interested in a smoking abatement program.

\*\*\*\*\*

PROPOSED SUMMER SALARY PAY POLICY

- WHEREAS,** Summer school faculty function under a separate contract from the regular academic year; and
- WHEREAS,** There is difficulty obtaining a sufficient number of faculty, in some departments, to teach courses in the summer session; and
- WHEREAS,** There are discrepancies of as much as \$2500 between the salaries of some faculty teaching full loads and the salary of those receiving the maximum allowable; and
- WHEREAS,** Continuing education faculty salaries are based on teaching load, i.e. equal pay for equal work.
- THEREFORE BE IT RESOLVED,** that the Faculty Senate move to direct administration to adopt the policy that everyone be paid the same salary for teaching the same load in summer school.