

PLEASE POST FOR ALL FACULTY TO READ!

EAST CAROLINA UNIVERSITY FACULTY SENATE
FULL MINUTES OF MARCH 17, 1992

The seventh regular meeting of the Faculty Senate for the academic year 1991-1992 was held on Tuesday, March 17, 1992, in the Mendenhall Student Center Great Room.

Agenda Item I. Call to Order

Chair John Moskop called the meeting to order at 12:35 p.m.

Agenda Item II. Approval of Minutes

The minutes of February 18, 1992, were approved with the following corrections:

On page 6 of the Full Minutes, move the second paragraph "The motion on the floor to amend page D-7, line 2 adding 'who also must have faculty status' after 'administrator' was approved." to page 5 as the sixth full paragraph. Then replace "was approved" with "failed" in this paragraph.

On page 3 of the Executive Minutes, delete the fourth paragraph that reads: "It was moved and passed to amend page D-7, line 2 by adding 'who also must have faculty status' after 'administrator'."

The minutes of February 25, 1992, were approved with the following corrections:

On page 1 of the Full Minutes in the fifth paragraph, delete the word "Degree" and add "s'" after "Committee on Committee".

On page 1 of the Executive Minutes in the fourth paragraph, delete the word "Degree".

Agenda Item III. Special Order of the Day

A. Roll Call

Absent were: VCSL Matthews, Singhas (Biology), Pinkney (Counseling Center), Pennington (Medicine), Eason (Nursing).

Alternates present were: Church for Ayers (Chemistry), Denny for Sykes (Continuing Education), Knott for Spence (Education), Jones for Holte (English), Gallagher for Snow (Human Environmental Sciences), Fletcher for Pories (Medicine).

B. Announcements

1. Resolution #92-7 as adopted by the Faculty Senate on February 18, 1992, was approved by the Chancellor.
2. The Faculty Senate office has received from Planning and Institutional Research the annual Full-time Faculty Salary reports for 1991-1992. Copies of these reports are available for examination in the Faculty Senate office.
3. Acting on Faculty Senate Resolution #91-40, (November 12, 1991), the Chancellor and Chair Moskop recently appointed an Ad Hoc Committee to recommend a new instrument for administrative evaluations. The members of this Ad Hoc Committee are: Jeff Johnson (ICMR) Chair, Linda Allred (Psychology), Joe Ciechalski (Education), Helen Grove (Human Environmental Sciences), Havva Meric (Business), and Carmine Scavo (Political Science).
4. Academic, Appellate, and Senate Committee Chairs are reminded that Committee Annual Reports are due in the Faculty Senate Office by Friday, May 1, 1992.

5. The Teaching Effectiveness Committee and the School of Music will present a series of workshops designed to introduce faculty and interested students to multimedia computer assisted teaching techniques in the new Master Classrooms. The workshops are tentatively scheduled for Tuesday and Wednesday, April 21 - 22, 1992. More information will be distributed later.

The Faculty Senate observed a moment of silence in memory of Larry Smith, Assistant Vice Chancellor for Student Life and Director of Minority Affairs who passed away on Thursday, March 12, 1992.

C. Chancellor's Report

Chancellor Eakin reported that the UNC Board of Governors had approved a new statement of degree program planning for the UNC system, in which ECU had been successful in receiving permission to plan new degree programs. Thirteen programs were approved for planning. The Coastal and Marine Resources request to plan is currently under study.

Chenier (Allied Health Sciences) asked about how individuals serving on the Policy Review Committee on Human Research and the Animal Care and Use Committee were appointed. VCHS Hallock responded for Chancellor Eakin by stating that the appointments were made jointly by Dean Jacobs and himself. VCHS Hallock also stated that, given the broader base of research on the entire campus, creation of a separate committee for the area of clinical studies was being considered.

D. Vice Chancellors' Report

Dr. Marlene Springer, Vice Chancellor for Academic Affairs, reported that her office had been working on relocation for the honors, international, and undergraduate studies programs. Recommendations for those space allocations should be completed next month. Forty-four separate actions regarding promotion and tenure decisions are being forwarded to the Board of Trustees and then to the Board of Governors. The Writing Across the Curriculum Committee has agreed upon a timetable for the presentation of its proposal to the Faculty Senate. The Faculty Computer Committee has completed its review of 230 proposals for awarding of 46 faculty workstations. This large number of proposals, compared to 150 last year, reflects progress in this area.

Dr. James Hallock, Vice Chancellor for Health Sciences, introduced Dr. Harold Jones as the Dean of Allied Health Sciences. Dr. Jones, a Ph.D. from Duke, spent 4 years at the University of South Alabama at Mobile, and was Chief of the Science Policy and Analysis Branch at the National Institute of Drug Abuse. Dr. Jones commented that he was pleased to be at ECU and had been impressed by its family atmosphere in his first two weeks on campus. He stated that he looked forward to being a part of the ECU family and was interested in working cooperatively with the faculty senators and senators from within his unit to address important issues. He pledged to do everything possible to support Faculty Senate activities.

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

James LeRoy Smith presented the latest issue of the SACS newsletter, outlining the inventory of materials which would be available for the SACS Visiting Team. He stated that he believed that ECU was in a fine state of readiness. Dr. Smith expressed his gratitude for the work of faculty, chairs, and other administrators. Dr. Smith concluded by stating that he could not remember the university having prepared for so long for a single event. After asking if there were any questions, he stated that he looked forward to returning to the Senate for a final report after the completion of the SACS visit.

-F. Approval of the Spring 1992 Graduation Roster
Daugherty (Math) moved to approve the Spring 1992 Graduation Roster, subject to the candidates' successful completion of their degree requirements. The motion passed (Resolution #92-8).

IV. Report of Committees

A. Calendar Committee, James Tracy

James Tracy (Allied Health Sciences), Chair of the Committee, presented the proposed calendars for Summer 1994, Fall 1994, and Spring 1995. He made an editorial correction to the Fall 1994 calendar, changing the Labor Day makeup day from September 8, Thursday to September 7, Wednesday. Corresponding changes would also be made so that the numbers of Mondays and Wednesdays would be equal.

Daugherty (Math) asked if the Spring 1994 exam schedule night exams should be from 7:00 to 9:00 pm. so that they would not conflict with common exams. Tracy responded that exams in undergraduate courses would be held from 7:00 to 9:00 p.m. in undergraduate courses.

Holley (Chemistry), given speaking privileges by Chair Moskop, showed a poster displaying the proposed Fall 1994 schedule. As Coordinator of the first semester laboratory course in Chemistry, Holley expressed the need to have 13 intact Monday through Thursday or Tuesday through Thursday weeks. The system of exchanging the Monday lost to Labor Day holiday for a Wednesday and making a Wednesday a Monday is a confusing system. The calendar proposed by the Calendar Committee allows only 12 weeks for scheduling lab courses. Holley proposed beginning classes at the same time as proposed, but not labeling the Wednesday after Labor Day as another day of the week, instead changing Fall Break to October 18-21. He commented that some faculty may assume that students would not come to campus for a single day of Monday class, but he did not feel that any such reaction should drive the calendar. Holley added that the physics programs which scheduled labs would also benefit from this arrangement which would allow 13 continuous weeks, not 12 as proposed by the Committee.

Woods (Geology) asked about the rationale of scheduling Fall break without a full week. Tracy (Allied Health Sciences) responded that current committee guidelines require 14 class meetings of each day of the week. The Committee worked backwards from exams and adjusted the schedule around the preferred beginning time. They had also tried to coordinate with football and homecoming schedules to give an equal number of the days of the week for classes. Tracy had not considered Holley's schedule but did point out that a football game on October 15 would come the weekend prior to Holley's proposed fall break.

Wilson (Faculty Assembly Rep.) asked if the Monday and Tuesday of Fall Break could be moved to Thanksgiving week, adding that the attention span of students tends to decrease with "chopped up" weeks. He then offered an amendment to move Monday and Tuesday of Fall 1994 break to the week of Thanksgiving.

Church (Chemistry) asked Holley if that amendment addressed his concerns. Holley (Chemistry) responded affirmatively.

Eakin asked Tracy to describe any disadvantages of the amendment. Tracy (Allied Health Sciences) responded that, in his opinion, this amendment would not solve the problem of attention span and would make Thanksgiving week too long. White (HPERS) added that a mid-semester break was generally necessary for both faculty and students.

Holley (Chemistry) stated that if October 24 and 25 became class days, and October 21 and 22 were holidays, one problem would be solved, but the week of Labor Day would still be lost for lab scheduling, thus speaking against the notion of calling one day of the week something that it is not.

Tracy (Allied Health Sciences) responded that when Labor day is a holiday, designating a Wednesday as a Monday creates an equal number of class days. Glascoff (HPERS) asked if it were possible that the Wednesday of Fall Break week be the switched day. She suggested that Wednesday October 19 be considered a Monday. Church (Chemistry) responded that the proposal takes care of lab scheduling problems and announced that he intended to move to designate October 19 a Monday in the class schedule. Grossnickle (Psychology) reported having heard similar arguments for the last 15 years and moved that the Senate return the proposed calendar to the Calendar Committee for further study.

Thompson (Political Science) asked if there was any need for catalog purposes for a decision to be made today. Tracy (Allied Health Sciences) responded no.

The Summer 1994, Fall 1994, and Spring 1995 proposed calendars were referred back to the Calendar Committee for further study with a report to the Faculty Senate on April 14, 1992 (Resolution #92-9).

B. Committee on Committees, Doug McMillan

Doug McMillan (English), Chair of the Committee, presented the second reading of the charge for the proposed Honors Program Committee. He noted an editorial change in Section 2. line 7, changing "departments" to "units". There were no questions in reference to the committee report. The Honors Program Committee charge was approved as amended (Resolution #92-10). (Please refer to the list of resolutions for the approved charge as amended.)

C. Curriculum Committee, Bill Grossnickle

There were no degree changes made at the February 13, 1992, Curriculum Committee meeting, therefore an affirmative vote from the Faculty Senate was not needed.

D. Faculty Computer Committee, Karl Wuensch

Karl Wuensch (Psychology), Chair of the Committee, presented the proposed policy statement on Evaluating Faculty Authored Computer Programs or Software. A similar policy had been discussed at the September, 1991, Faculty Senate meeting, at which time the committee was asked to reconsider some items. The current revision includes the major change of merging research and creative activity.

Graham (Psychology) referred to the last sentence in A.2, and made a motion to omit after "published", the words "research incorporating faculty authored" and to delete the word "other" after "as is" so that the sentence would read, "Published software should be treated as published research." He explained that the proposed change would reward faculty who publish software programs. Wuensch (Psychology) responded that the motion to amend would not allow software designed for teaching to be evaluated as teaching and software designed for service to be evaluated as service.

Sexauer (Art) commented that he considered software design an intellectual process, not limited to contributions in the area of service or teaching. He supported the amendment and wanted software design to be considered as an intellectual product as proposed in the amendment.

Reaves (Industry and Technology) offered an editorial amendment, deleting the word "is". The editorial amendment was accepted by Graham. VCAA Springer questioned whether the entire sentence were redundant. Wuensch (Psychology) responded that the sentence was redundant.

Sexauer (Art) asked where original software design would be placed. Wuensch (Psychology) responded that it would be placed in the category of its contribution.

Thompson (Political Science) stated that the amendment would treat software differently than research. Engelke (Nursing) responded that if the software were a teaching application, it should be placed under teaching. If it later became a refereed publication, it would also be placed under research. She stated that it would be unfair to put it under research if there had been no peer review. Wuensch (Psychology) responded that the committee's intent was not to discriminate between refereed and non-refereed software but to allow such work to appear on a faculty member's annual report. Sexauer (Art) asked if it were possible to have one piece of software appear under more than one category. Graham (Psychology) responded that the task for the programmer would then be doubled if it took 200 hours to create software for teaching and the programmer were then asked to do research also over a lengthy period of time. He felt that the administration could consider this as a reward because credit for teaching can be received without doing any creation of software. Graham claimed that it would not be beneficial for him to do software design if he didn't get credit under the research category.

Wuensch (Psychology) commented that rewards in education are intrinsic and directed the body's attention to section A.1 about teaching.

The motion to amend the last sentence in A.2 by omitting, after "published", the words "research incorporating faculty authored" and that after "as is" the word "other" be deleted so that the sentence would read, "Published software should be treated as published research." failed in a standing vote of 13 to 26.

Joyce (Physics) asked if the phrase "on behalf of the university" under A.3 Service implied that software designed would be to the benefit of the university. Wuensch (Psychology) stated that service could involve many things, such as professional service to an organization or the publication of a research program. The committee did not intend to exclude service to the community. VCAA Springer asked if service on behalf of the community could refer to software developed for a church, for example.

Joyce (Physics) moved to amend section A.3 to insert the word "professional" after "in" and to omit the words "on behalf of the university", making the sentence read "If the faculty authored software is for use in professional service, then it should be evaluated under that category." He stated that service to the university or a professional organization would be included but areas of personal service would be excluded. The amendment to modify section A.3 passed.

The proposed policy statement on Evaluating Faculty Authored Computer Programs or Software passed as amended (Resolution #92-11). (Please refer to the list of resolutions for the approved policy statement as amended.)

E. Faculty Welfare Committee, George Hamilton
George Hamilton (Allied Health Sciences), Chair of the Committee, presented the proposed Clean Air Policy (please refer to attachment 3 of the March 17, 1992, Agenda). The proposed policy responds to issues raised by faculty who wish to be removed from smoking environments. The University's current policy deals only with smoking in classrooms. Harris (Foreign Languages) asked if the committee were aware that there was an investigation in the General Classroom Building via a survey which was conducted and was now being considered in Raleigh. He asked if the Faculty Welfare Committee was prompted by any such survey. Hamilton (Allied Health Sciences) responded that the only motivation of the Faculty Welfare Committee was to respond to a request by a faculty member on the issue of smoking in university buildings. White (HPERS) stated that Health, Physical Education, Recreation and Safety had agreed to make Minges smoke-free except in special events. Hughes (Business) commented on the question about the air quality survey prompted by the outlet fan from Flanagan which blows directly into

the intake fan of the General Classroom Building and claimed that the survey mentioned earlier has nothing to do with smoking. McMillan (English) offered for clarification that Charles Sullivan from the English Department had made the initial request prompting action by the Faculty Welfare Committee. Sullivan represented some personnel employed in the General Classroom Building.

Church (Chemistry) stated that it would be the responsibility of individual buildings to carry out this plan.

Spickerman (Math) referred the body to the first "resolved" clause, commenting that the phrase "university owned and operated" should rather read "university owned or operated". That was accepted as an editorial change. Spickerman also moved that an additional clause be added: "BE IT FURTHER RESOLVED, that the over the counter and vending machine sales of any and all tobacco products in all University owned or operated building be discontinued by Fall 1992."

York (Academic Library Services) asked if the committee should make these concepts more defined. He claimed that it would be more appropriate to amend to commit the committee to draft additional policy statements. Hamilton (Allied Health Sciences) responded that the committee was sensitive to tobacco industry concerns and that they were uncomfortable with the proposed amendment.

Chenier (Allied Health Sciences) stated that given the large number of studies showing tobacco damaging, it would be hypocritical of the university to allow the vending of tobacco products on campus.

The motion to amend the Clean Air Policy by adding: "BE IT FURTHER RESOLVED, that the over the counter and vending machine sales of any and all tobacco products in all University owned or operated building be discontinued by Fall 1992." passed by a standing vote of 23 to 18.

York (Academic Library Services) moved to amend the first resolved clause by striking the words "move to adopt" and authorizing the Faculty Welfare Committee to draft a comprehensive clean air policy. He claimed that this would assist the university's move toward that goal. Eakin stated that he felt that the intention of this proposal is clear and that university administrators could implement the proposed policy.

Spickerman (Math) commented that the amendment would imply the deletion of the second and third resolved clauses.

Thompson (Political Science) stated that the university must provide an area for smokers. He did not feel that the Wellness Director should be uninvolved, as implied by deletion of the third resolved clause. He added that if the policy returns to committee, the date for implementation would have to be revised.

Hamilton (Allied Health Sciences) stated that the committee had prepared several previous versions and had had great difficulty in settling on this policy statement. If the committee were asked to return with recommendations he did not feel that the policy would be different from the one proposed now.

Dorsey (Council of Academic Deans) stated that as an administrator of a tightly sealed building on campus, he would urge consideration of this policy at this time.

The motion to amend the first resolved clause by striking the words "move to adopt" and authorizing the Faculty Welfare Committee to draft a comprehensive clean air policy failed.

Chancellor Eakin asked to add a point of information, referring to the second resolved clause. He felt confident that there would be some, if not many buildings, where the entire building would be declared non-smoking.

Spickerman (Math) asked if adoption of the policy would include special events. Hamilton (Allied Health Sciences) responded that the committee did not consider special events.

The proposed clean air policy was approved as amended (Resolution #92-12). (Please refer to the list of resolutions for the approved clean air policy as amended.)

George Hamilton (Allied Health Sciences), Chair of the Committee then presented the proposed Summer Salary Pay Policy (Attachment #4). The committee proposed this policy as a result of discussion based on the idea that summer school faculty do not have the same responsibilities during the summer sessions for the areas of advisement and research since these areas don't operate during the summer. It was the feeling of the committee that salary should be based on work load, not on previous salary.

Capen (Business) stated that first, the state legislature has expressed concern that there were not enough full professors staffing summer school as it is. If the cap for summer pay is removed, it is less likely that full professors would be willing to teach. Second, the School of Business has a hard time recruiting faculty, much less retaining faculty because the current cap is not competitive. Also, graduate classes are not always equal in work even if enrollment numbers are low. Capen stated that the cap is regressive. Approving the policy being proposed would be even more regressive.

Grossnickle (Psychology) stated that some areas have little additional responsibility during the summer but others have a great deal of work, especially with theses completed during the summer, when faculty may be not paid to teach.

Meloche (Business) stated that faculty who remain on campus in the summer take a larger load of advising for which responsibilities continue.

Chancellor Eakin stated that faculty are paid on the basis of teaching, service, and research. Inferring that faculty are paid differentially for each presents an argument contrary to current practices. The proposed policy suggests that teaching is piecework, a notion that if adopted here would encourage the state legislature to consider that teaching is indeed piecework.

Spickerman (Math) stated that the committee chose to fix the wrong thing. He stated that historically people have been paid differentially, but the thing which needs to be fixed is Continuing Education salaries.

Anderson (Education) spoke against the motion and cited responsibilities for advising, administering and evaluating comprehensive examinations, theses, and orientation sessions among School of Education faculty members who are employed during the summer sessions. Gallagher (Human Environmental Sciences) added that retirement pay is based on the last four years of a faculty member's employment, including summer school.

The proposed Summer Salary Pay Policy failed.

F. Unit Code Screening Committee, Don Sexauer
Don Sexauer (Art), Chair of the Committee, presented the revised School of Education Unit Code. There was no discussion in reference to the committee report. The revised School of Education Unit Code was approved (Resolution #92-13).

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 the appendices.)

There was no further discussion on Section IV.A.3. as amended (page D-10, lines 10-31).

Reaves (Industry and Technology) moved to amend Section IV.B. (page D-10, lines 17-20) to read, "The unit personnel committee exists to represent the faculty in processing personnel decisions, as designated in the University and unit codes, and to provide support and advice to members of the unit." The motion to amend passed.

Reaves (Industry and Technology) moved to amend Section IV.B. (page D-10, lines 20 and 21) to read, "The unit personnel committee shall be elected by and shall consist of permanently tenured and tenure-track, voting faculty." The motion to amend passed.

Reaves (Industry and Technology) moved to amend Section IV.B. (page D-10, lines 23-27) to read, "When a unit has fewer than three permanently tenured and tenure-track faculty members not holding administrative status, the next higher administrator above the unit shall appoint from the permanently tenured and tenure-track faculty to increase the membership of the deliberative body to three. These appointments shall be from a list of candidates elected by the tenured and tenure-track faculty of the unit."

Hough (Faculty Assembly Rep.) asked for a representative of the Faculty Governance Committee to define "administrative status." Hughes (Business) responded that the true definition will come with the revision of Appendix L.

Atkeson (History) pointed out that the original passage referred to the personnel committee and the new passage has no reference to the personnel committee. Reaves (Industry and Technology) clarified that there was no intention for change and offered an editorial amendment, changing the words "deliberative body" on the fifth line to "personnel committee."

Bruner (Social Work) questioned if there were a conflict because in preceding changes, tenure-track people were available to serve on a personnel committee. Reaves (Industry and Technology) replied that there was still a possibility that there may not be a body of at least three, commenting that line four refers to both tenured and tenure-track faculty.

Chenier (Allied Health Sciences) stated that there would be a need in some units for this wording. Hughes (Business) stated that this paragraph may be redundant because of changes made in Section IV.A.2., stating that the addition of "not less than 2/3 faculty" would have provided for this situation, and he made a motion to delete the entire paragraph.

Chair Moskop asked Hughes if the passage previously adopted refers only to tenured faculty would it be necessary to have a system for appointing tenure-track faculty also. Hughes (Business) responded that this would not be necessary. Chair Moskop ruled that Hughes' motion to delete the entire paragraph was a secondary amendment.

Reaves (Industry and Technology) asked Hughes if there could ever be a case where the appointment process described in her proposed substitute paragraph would be needed. Hughes (Business) responded that changes in Section IV.A.2. have addressed this issue, and suggested that problems in Section IV.A.2. cannot be solved by adding something in Section IV.B.2. His assumption is that no situations would exist which would require the offered

paragraph. Thompson (Political Science) agreed that the paragraph would not be necessary because the material is already covered and that adding it to Section IV.B. is redundant since Section IV.B. refers to the Personnel Committee mentioned in Section IV.A.2.

Thompson (Political Science) questioned if it would be possible to appoint tenure-track faculty if there were not enough in the unit. Sexauer (Art) responded that if there were three tenure-track faculty in the unit and the requirement was to ensure that at least 2/3 of the committee was made up of tenured faculty, there would be no need to go outside the unit to get tenure-track faculty.

Atkeson (History) stated that the additional number should be from tenured faculty, stating that the question has been settled through previous action and that the proposed paragraph would require changing something else.

Bell (Education) stated that the intent of the proposed paragraph was to make a decision about how a deliberative body was composed. The Senate needs to discuss how to add people in Section IV.A.2. Chair Moskop responded that that concern had already been addressed in that section. Bell commented that the procedure previously approved allows for only permanently tenured faculty to be appointed to a personnel committee from outside the unit. Reaves' proposed substitution would allow tenure track faculty as well as tenured faculty to be appointed to a personnel committee from outside the unit.

Reaves (Industry and Technology) withdrew her motion to amend Section IV.B. (page D-10, lines 23-27). Chair Moskop ruled that a motion cannot be withdrawn once it is on the floor. Reaves then spoke against her motion.

Chair Moskop separated the motion into two parts; the motion to strike the existing paragraph in Section IV.B. (page D-10, lines 23-27) and the motion to insert in its place the following substitute paragraph: "When a unit has fewer than three permanently tenured and tenure-track faculty members not holding administrative status, the next higher administrator above the unit shall appoint from the permanently tenured and tenure-track faculty to increase the membership of the deliberative body to three. These appointments shall be from a list of candidates elected by the tenured and tenure-track faculty of the unit."

The motion to strike the paragraph under Section IV.B. (page D-10, lines 23-27) passed. The motion to insert the substitute paragraph in its place failed.

Engelke (Nursing) asked about the placement of paragraphs in Section IV.B. As placed now under Section IV.A.2., it seems that the section discussed is about the composition of personnel committee. Hughes (Business) responded that Sections IV.A.1. and IV.A.3. require all tenured faculty and that Section IV.A.2. may include less than tenured faculty. Chair Moskop stated that Section IV.A.3. does not allow for tenure-track persons.

Reaves (Industry and Technology) made a motion to change the title of Section IV.A. (page D-10, line 18, of the 17th. draft) to "Role of the Faculty".

Sexauer (Art) asked if the role of faculty would include faculty external to the tenure system, suggesting that it would include only permanently tenured and tenure-track faculty. Reaves (Industry and Technology) then offered an editorial amendment changing the title of Section IV.A. (page D-10, line 18) to "Role of the Permanently Tenured and Tenure-Track Faculty." The motion to amend passed.

Reaves (Industry and Technology) made a motion to amend Section IV.A. (page D-10, lines 22-24, of the 17th. draft) to read "The permanently tenured and tenure-track faculty, when appropriate, shall assemble as a deliberative body." The motion to amend passed.

Chancellor Eakin asked for clarification from a representative of the Faculty Governance Committee in reference to Section IV.B. (page D-10, lines 32-35), referring to the possibility that an agreement might not be possible between the unit administrator and the personnel committee. Adjudication would also include the possibility that no agreement could be reached. Hughes (Business) responded that in that case two letters would be sent, one from personnel committee and one from the administrator.

Grossnickle (Psychology) asked by whom would the Chair of the Personnel Committee be elected. Hughes (Business) responded that the members of the Personnel Committee would elect the Chair. Grossnickle then made a motion to insert the words "by and" to Section IV.C. (page D-10, line 39) so that the sentence would then read, "The chair shall be elected annually by and from the committee's membership. The motion to amend passed.

Chenier (Allied Health Sciences) moved to strike the final sentence of the first paragraph of Section IV.E. (page D-11, lines 24-26). He stated that a tripod evaluation should not limit outside reviewers from examining all legs of the tripod. Because of the ease of documentation, other areas should not be eliminated.

VCAA Springer stated that the Personnel Committee should be allowed to make the decisions about what materials should be sent to external reviewers. She commented that it would also be appropriate to indicate what the teaching load is on campus, but would not want to send stacks of student opinions to external reviewers.

Thompson (Political Science) stated that he felt that the proposed amendment would allow persons outside this university to comment without basis on what is appropriate for ECU. He felt that it would be inappropriate to ask reviewers to review additional areas.

Hughes (Business) stated that the charge of the Faculty Governance Committee had been to proceduralize this process, and that the removal of the charge to external reviewers would remove procedures to be followed.

(Economics)
Campbell (Faculty Assembly Rep.) stated that looking for the future potential of a person's contributions could be included for reviewers, for the inclusion of working papers.

Gallagher (Human Environmental Sciences) stated that the categories of published or accepted for publications is too limiting and other areas should be considered, such as a Pulitzer or other award. Each unit needs flexibility on what should be judged. She added that she would like to see peer review of teaching also included at a later date.

Atkeson (History) agreed with Hughes that establishing standard procedures would be helpful. If units want to vary, revisions to Appendix D will have been unnecessary.

Thompson (Sociology and Anthropology) stated that the role of the external review process was to assess research and that in her field, external review is a normative expectation.

VCAA Springer commented that she recognized that consistency is appropriate, but spoke against the portion of the sentence "which has been accepted for publication" (Section IV.E. page D-11, line 26). She then offered a

secondary amendment to restore the first part of the sentence proposed for deletion so that the words to be deleted would be only the last phrase "which has been published or accepted for publication."

Taggart (Music) stated that when considering external review, the School of Music teaching load may allow faculty only to teach. If the primary responsibility was only to teach and those faculty are the bedrock of the School of Music, it was not in the interest of the university to overlook the contributions of those persons. Lennon (Academic Library Services) added that the teaching load in Academic Library Services worked against the interest of the faculty.

Spickerman (Math) stated that the motion would allow faculty to discover what creative activity was. Moskop added that Spickerman spoke in favor of the motion.

The secondary amendment to limit the words struck from the sentence on lines 24-26 of page D-11 to "which has been published or accepted for publication" passed.

After a brief pause to discuss a matter of parliamentary procedure, Chair Moskop attempted to clarify that the result of the previous vote was to restore the first part of the sentence on lines 24-26 of page D-11.

Chenier (Allied Health Sciences) moved to reconsider the adoption of the secondary amendment. With a motion to reconsider requiring a majority vote, the motion failed by 16 to 24.

The motion to amend Section IV.E. (page D-11, line 26) to read: "Material to be evaluated employing the external peer review process is limited to the results of creative activity and scholarly activity." passed.

Chenier (Allied Health Sciences) referring to Section IV.E. (page D-11) asked for a sense of the Senate to determine if the Senate favored evaluation of research only or if evaluation of service and teaching, in addition to research evaluation was favored. Chair Moskop responded that an amendment related to the issue would be in order at this time or at a later time when there is consideration of the entire document.

Chenier (Allied Health Sciences) made a motion to amend Section IV.E. (page D-11, lines 25-27) to read "Material to be evaluated employing the external peer review process would include but is not limited to the results of creative activity and scholarly activity".

Hough (Faculty Assembly Rep.) asked for a point of order, stating that the debate for the last thirty minutes had discussed this issue. Chair Moskop ruled the motion in order on the grounds that this was a slightly different topic.

Dennard (History) questioned what would be included. Chenier (Allied Health Sciences) responded that the Personnel Committee would decide what items should be included.

Chancellor Eakin agreed that this amendment opens too many possibilities, but would instead encourage a set of minimum standards for fairness for all faculty being evaluated since the need for uniformity within the evaluation process is critical.

The motion to amend Section IV.E. (page D-11, lines 25-27) to read "Material to be evaluated employing the external peer review process would include but is not limited to the results of creative activity and scholarly activity ." failed.

Wilson (Faculty Assembly Rep.) questioned whether the wording referring to lists (Section IV.E., page D-11, lines 29 and 31), should instead read "at least one" and "at least two". Hughes (Business) responded that if one person were listed on both lists, there was no problem. Wilson accepted Hughes' interpretation.

Reaves (Industry and Technology) referring to Section IV.E. (page D-11, lines 20-21) stated that the implication was that only materials would be considered. Yet, she continued, there are three areas for consideration for promotion and tenure, while only one will be externally reviewed. The implication was that the only one that matters was the research and creative activity. She then made a motion to amend Section IV.E. (page D-11, lines 20-21) to read "External peer review is one of the methods to be used in determining the quality of the research and creative activity material submitted by the candidate for promotion and tenure."

Atkeson (History) questioned if the motion was not redundant. Reaves (Industry and Technology) responded that the amendment would be necessary because it specified that external review was not the entire consideration.

The motion to amend Section IV.E. (page D-11, lines 20-21) to read "External peer review is one of the methods to be used in determining the quality of the research and creative activity material submitted by the candidate for promotion and tenure." passed with a standing vote of 19 to 18.

VCAA Springer made a motion to amend Section IV.E. (page D-11, line 51) to read "An honorarium shall not customarily be offered." She added that this would allow some areas to offer honoraria if it were customary in that area. Hughes (Business) asked if the Office of the Vice Chancellor for Academic Affairs would offer money for this purpose. VCAA Springer responded that the money came from the same budget as for most academic units. Hughes replied that operating budgets may not allow such honorarium and that money should come from a central budget.

The motion to amend Section IV.E. (page D-11, line 51) to read "An honorarium shall not customarily be offered." passed by a standing vote of 23 to 12.

Stangohr (Health Sciences Library) moved to insert in Section IV.F.1. (page D-12, line 33) the words "and tenure-track" after the word "tenured". Hughes (Business) offered an editorial amendment to use the phrase "to the appropriate deliberative body" instead of "appropriate tenure and tenure-track faculty" in this area. Stangohr agreed to the editorial amendment.

The motion to amend Section IV.F.1. (page D-12, line 33) to read "...appropriate deliberative body,...." passed.

Worthington (Medicine) asked for guidance in Section IV.F.3.f. (page D-13, lines 38-40) in reference to the service portfolio as compared to the other portfolios that do not require parallel information. He then questioned why the areas were not consistent. Hughes (Business) responded that that point needed to be considered. Worthington (Medicine) then made a motion to amend Sections IV.F.3. d. (page D-11, line 25, after the word "etc.") and e. (page D-11, line 32, after the word "publications") by adding "over the period of time appropriate to the decision."

Joyce (Physics) asked for a definition of time appropriate to the decision. Hughes (Business) responded that time was defined from the last promotion or from the time when a faculty member was not tenured. The assumption is that the deliberative body would look only at productivity here at ECU, but the question would have to be defined by the unit.

York (Academic Library Services) stated that for someone who had worked previously at ECU and returned after being away, this would not be allowed to be considered.

Thompson (Political Science) stated that different decisions would mandate different time-lines, and the phrase "where appropriate" would be interpreted by units.

The motion to amend Sections IV.F.3.d. (page D-11, line 25, after the word "etc.") and Section IV.F.3.e. (page D-11, line 32, after the word "publications") by adding "over the period of time appropriate to the decision." passed.

Bell (Education) referring to Section IV.F.3.e. (page D-13, lines 31-34) questioned if the wording should be consistent with the prior passage regarding material to be sent to external reviewers. Thompson (Political Science) responded that Section IV.F.3.g. would cover that condition, allowing faculty members to add other materials. Atkeson (History) agreed with Thompson that material added to Personnel Action Dossier (PAD) would not necessarily be the same as materials in PAD.

Wilson (Faculty Assembly Rep.) questioned whether the description of the various parts of the PAD could be interpreted to require specific items, but not be limited to those items. VCAA Springer stated that Thompson's interpretation would allow faculty to include any other materials. She felt that the message about the most important part of the package was specified. Other materials would clearly not substitute for items in research and creative activity.

Hughes (Business) referring to Section IV.E. (page D-11, line 26) stated that materials in Section IV.F.3.c. now has been expanded and made a motion to amend Section IV.F.3.c. (page D-13, line 17) to read "Copies of the external peer review and a listing of the documents reviewed." The motion to amend passed.

Hough (Faculty Assembly Rep.) questioned if the last word on Section IV.F.3.c. (page D-13, line 17) should be "reviews" instead of "review." He then made a motion to amend Section IV.F.3.c. (page D-13, line 17) to read "Copies of the external peer reviews and a listing of the documents reviewed." The motion passed.

Jarvis (Music) made a motion to amend Section IV.F.3.e. (page D-13, line 31) by striking the words "a copy" and inserting in their place "appropriate evidence of creative activity and copies". He stated that creative activity may include tape recordings or manuscripts, which should be included not in Section IV.F.3.g. but in Section IV.F.3.e. Harris (Foreign Languages) offered an editorial amendment to change the word "activity" to "productivity" in the motion. Jarvis would not accept that editorial change, fearing that that change would necessitate additional changes.

Harris (Foreign Languages) offered a secondary amendment to strike the word "activity" and insert the word "productivity" in the motion on the floor. Thompson (Political Science) stated that the annual reports and other forms currently refer to "activity". The secondary amendment failed.

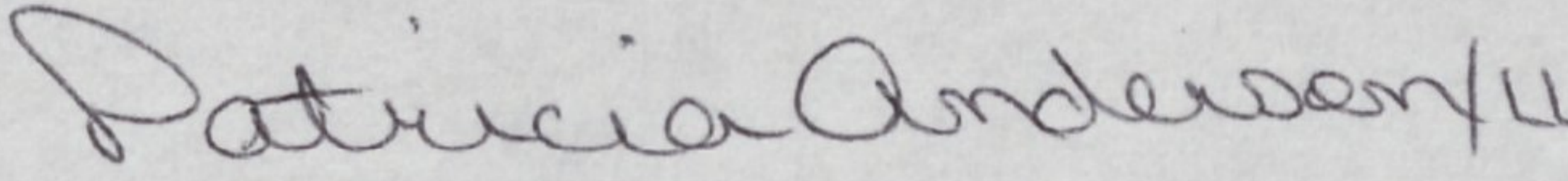
The motion to amend Section IV.F.3.e. (page D-13, line 31) by striking the words "a copy" and inserting in their place "appropriate evidence of creative activity and copies" passed.

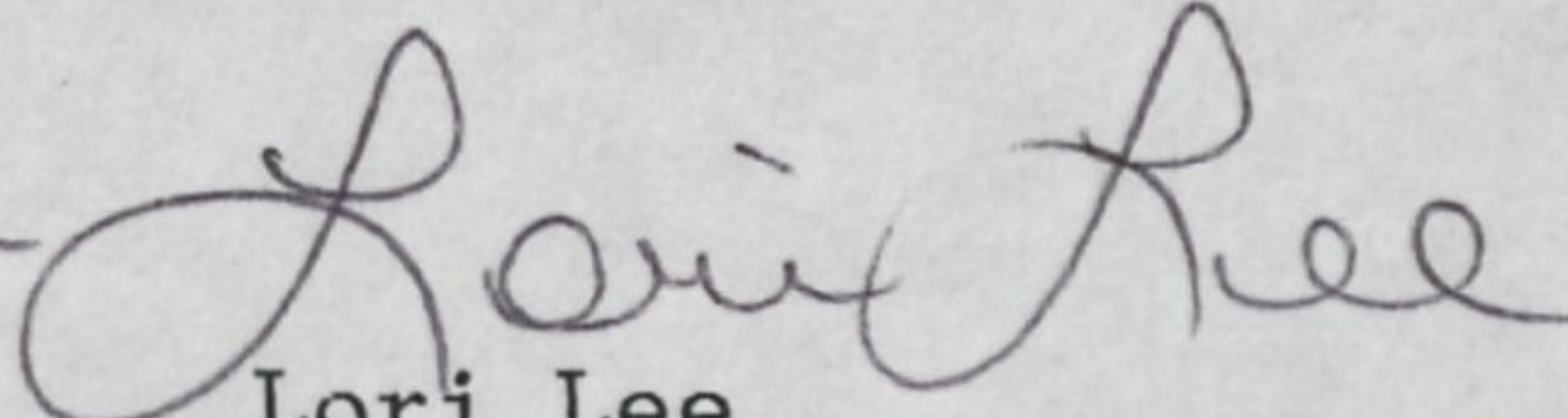
Chenier (Allied Health Sciences) moved adjournment until 12:30 p.m. on March 31, 1992. Before calling for action on that motion, Chair Moskop asked for any additional comments on Section IV.F. (page D-12-13) None were posed. Consideration of the proposed revisions to Appendix D will begin with

Section IV.G. on page D-13. Jones (English) noted that March 31, 1992, was early registration which would require advising for students. Sexauer (Art) requested that this special session pertain to the proposed revisions of Appendix D only. Hughes (Business) responded that there was a request from the School of Medicine to have a release from its by-laws which needed to be included on the special sessions' March 31, 1992, agenda. The motion to adjourn to 12:30 pm on March 31, 1992, passed.

The meeting adjourned at 4:30 p.m.

Respectfully submitted,


 Patricia Anderson
 Acting Secretary and
 Vice Chair of the Faculty


 Lori Lee
 Faculty Senate Secretary

RESOLUTIONS PASSED AT THE MARCH 17, 1992, FACULTY SENATE MEETING.

- #92-8 Approval of the Spring 1992 Graduation Roster subject to the candidates' successful completion of their degree requirements.
Disposition: Chancellor
- #92-9 Referred the proposed Summer 1994, Fall 1994, and Spring 1995 University calendars back to the Calendar Committee for further study with a report to the Faculty Senate on April 14, 1992.
Disposition: n/a
- #92-10 Honors Program Committee Charge as follows:

HONORS PROGRAM COMMITTEE CHARGE

1. Name: Honors Program Committee
2. Membership:
8 faculty members and 2 student members. Ex officio member (with vote): The Chair of the Faculty. Ex officio members (without vote but with all other parliamentary privileges): The Chancellor, the Vice Chancellor for Academic Affairs, the Director of the Honors Program, and the Dean of Undergraduate Studies. At least half of the elected faculty members shall either have taught honors courses or be from units which have offered honors courses in the past three years. The student members shall serve one year terms and shall be elected by the students enrolled in the Honors Program.
3. Quorum: 5 elected members exclusive of ex-officio.
4. A. Committee Functions:
The Honors Program Committee works closely with the Director of the Honors Program, including:
 1. recommending policies governing the offering of courses, developing courses and seminars to be officially designated as Honors Courses, Honors Sections, or Honors Seminars;
 2. recommending the criteria for an undergraduate student to meet in order to be an "Honors Program Graduate";
 3. recommending through appropriate channels curriculum changes in the Honors Program;
 4. recommending the semester's course offerings and providing general advice concerning other aspects of the Honors Program as requested by the Director of the Honors Program;

Honors Program Committee Charge

5. recommending to the Faculty Senate the students to be awarded a degree with the designation "Honors Program Graduate";
 6. promoting the Honors Program.
- B. To Whom The Committee Reports:
The Committee reports its suggested policies, procedures, and criteria to the Faculty Senate. Recommendations of students to be awarded a degree with the designation "Honors Program Graduate" are also made to the Faculty Senate. Curriculum matters are recommended to the Curriculum Committee.
- C. How Often the Committee Reports:
The Committee reports to the Faculty Senate as often as necessary, but at least once a year.
- D. Power Of the Committee To Act:
The Committee is empowered to request assistance from appropriate university officials in matters concerning the promotion of the Honors Program. The Committee is empowered to make recommendations to the Curriculum Committee concerning curriculum matters outlined in 4.A.3. The Committee is empowered to make recommendations to the Faculty Senate concerning matters in 4.A.1, 4.A.2, and 4.A.5. The Committee is empowered to make recommendations to the Director of the Honors Program concerning semester course offerings, promotion of the Honors Program and other non-policy-making aspects of the Honors Program.

Disposition: Chancellor

#92-11 Policy Statement on Evaluating Faculty Authored Computer Programs or Software as follows:

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.)

Policy Statement on Evaluating Faculty Authored
Computer Programs or Software as follows

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 professional service, 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.)

Disposition: Chancellor

#92-12 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 or 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.

Be It Further Resolved, that the over the counter and vending machine sales of any and all tobacco products in all University owned or operated buildings be discontinued by Fall 1992.

Disposition: Chancellor

#92-13 The revised School of Education Unit Code. (The revised code is available for review in the Faculty Senate Office.)

Disposition: Chancellor