

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

EAST CAROLINA UNIVERSITY FACULTY SENATE
EXECUTIVE 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.

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".

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).

Resolution #92-7 as adopted by the Faculty Senate on February 18, 1992, was approved by the Chancellor.

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.

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).

Academic, Appellate, and Senate Committee Chairs are reminded that Committee Annual Reports are due in the Faculty Senate Office by Friday, May 1, 1992.

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.

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.

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.

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

The Spring 1992 Graduation Roster, subject to the candidates' successful completion of their degree requirements, was approved (Resolution #92-8).

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).

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.)

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.

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

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.)

The proposed Summer Salary Pay Policy failed.

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

> Referring to the proposed revisions to Appendix D -
It was moved and passed 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."

It was moved and passed 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."

It was moved and passed to strike the paragraph under Section IV.B. (page D-10, lines 23-27).

It was moved and passed to amend the title of Section IV.A. (page D-10, line 18) to "Role of the Permanently Tenured and Tenure-Track Faculty."

It was moved and passed 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."

It was moved and passed 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."

It was moved and passed 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."

It was moved and passed 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."

It was moved and passed to amend Section IV.E. (page D-11, line 51) to read "An honorarium shall not customarily be offered."

It was moved and passed to amend Section IV.F.1. (page D-12, line 33) to read "...appropriate deliberative body,...."

It was moved and passed 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".

It was moved and passed 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."

It was moved and passed 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".

The meeting adjourned at 4:30 p.m.

Respectfully submitted,

Patricia Anderson

Patricia Anderson
Acting Secretary and
Vice Chair of the Faculty

Lori Lee

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";

Honors Program Committee Charge

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;
 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.

#92-11 (continued)

Policy Statement on Evaluating Faculty
Authored Computer Programs or Software

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 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