



[The memo below cites the results of a School of Medicine faculty vote on the same amendment we wish to vote on by mail ballot.]

School of Medicine

Department of Family Medicine
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MEMORANDUM

Division of Educational Development

TO: School of Medicine Faculty
FROM: ad hoc Code Review Task Force *With Worthington*
DATE: March 3, 1992
RE: Results of Voting on Motion to Amend Code

While the great majority of faculty who voted supported a motion to amend our Code, the amendment failed since a 75% positive vote of the total voting faculty of the School of Medicine and a majority of the permanently tenured faculty is required.

Results of the vote are below:

<u>Favorable Votes Needed</u>	228	(of 304; the 228 must include at least 84 of the 166 tenured faculty)
<u>Total Votes Cast</u>	233	

Tenured Faculty

For	113
Against	17
Unmarked	<u>1</u>
	131

Non-Tenured, Voting Faculty

For	91
Against	<u>11</u>
	102

Total Votes For 204

As a task force we anticipated that meeting attendance might be more of a problem than support for the proposed amendment; this seems to have been the case. Of the 233 faculty who voted in the election, 86% of the tenured faculty and 89% of the non-tenured, voting faculty voted for the motion to amend.

The Code Review Committee is investigating options with appropriate committees of the Faculty Senate and will let you know of any recommendations.

[From the School of Medicine Code. The elected ad hoc Code Review Task Force, composed of the School of Medicine's faculty senators and alternates, requests that only part 4 of this section be waived to allow a vote by mail ballot according to Robert's Rules of Order Newly Revised on the attached amendment.]

-16-

Amendments

This Governance Code may be amended in the following manner:

1. The proposed amendment shall be presented at a special meeting called for this purpose or at a regular meeting if it is placed on the written agenda as specified in Section II, Part C.2.c..
2. Following favorable action by the voting faculty the proposed amendment will be assigned to an ad hoc Code Review Committee for further consideration.
3. The proposed amendment and changes will be circulated to each voting member of the medical faculty by the ad hoc Code Review Committee.
4. The proposed amendment will be acted upon at a regular or special meeting called for this purpose no sooner than thirty days and no later than ninety days following the meeting at which it was introduced.
5. The agenda of any meeting of the Medical Faculty containing a proposed amendment to be acted upon must be submitted to each voting member no less than one week prior to the meeting.
6. Amendments to this code shall be adopted if approved by three-fourths of all voting members if the Medical Faculty and a majority of the permanently tenured faculty members of the School of Medicine. All amendments to codes shall be reviewed and recommended by the Faculty Senate and ratified by the Chancellor, after being reviewed by the Dean of the School of Medicine, and the Vice Chancellor for Health Sciences.

[If given permission by the Faculty Senate, this is the amendment that would be introduced to the School of Medicine Faculty.]

Proposed Amendment to School of Medicine Code

Section VI Amendments

This Governance Code may be amended in the following manner:

1. The proposed amendment shall be presented and discussed at a regular faculty meeting or a special meeting called for that purpose. A copy of the proposed amendment shall be distributed to all faculty members at least one week prior to this faculty meeting. The proposed amendment and any revisions approved during the meeting will be recommended for further consideration by a majority vote of the voting faculty present at the meeting, provided that approved revisions do not make more extensive changes in the Code than the amendment distributed prior to the meeting (see Robert's Rules of Order Newly Revised, Section on Amendment of Bylaws).
2. If it is recommended for further consideration, the proposed amendment will be reviewed by an ad hoc review committee composed of the elected faculty senators and alternates from the School of Medicine. In addition to considering the impact of the proposed amendment on School of Medicine governance, the committee will consider whether the proposed amendment is in keeping with appropriate University guidelines. The committee will present its recommendations in writing to the voting faculty of the School of Medicine within sixty days after the proposed amendment was first presented at the faculty meeting. This report will be forwarded to all voting faculty at least one week prior to a regularly scheduled or called faculty meeting.
3. At the second faculty meeting, to be held within ninety days after the proposed amendment was first presented to the faculty, the proposed amendment as recommended by the ad hoc committee will be considered by the voting faculty. The proposed amendment may be further amended at this meeting, provided that such amendments do not make more extensive changes in the Code than those for which prior notice was given (see Robert's Rules of Order Newly Revised, Section on Amendment of Bylaws). The final form of the proposed amendment must be approved by a majority of the voting faculty present at the meeting before being considered for formal adoption.
4. Within ten days after approval at the second faculty meeting, the final form of the proposed amendment shall be submitted to the voting faculty for vote by secret mail ballot. Adoption of the proposed amendment requires a two-thirds vote of the voting faculty (as defined in the Faculty Manual, Appendix L, East Carolina University Code) and a two-thirds vote of the permanently tenured faculty.

4. cont.

The tellers for this vote shall be the elected faculty senators and alternates of the School of Medicine. In accordance with Robert's Rules of Order Newly Revised, the procedure for this ballot shall be as follows: Ballots must be returned within twenty-one days after being forwarded to the voting faculty. Each voting faculty member shall be sent a printed ballot, a specially recognizable outer return envelope addressed to the chief teller, and an inner return envelope with a space for the voter's signature on its face. Each faculty member shall mark the ballot, fold it, put it in the inner return envelope, seal the envelope, print his/her name and sign the return envelope in the spaces marked, put the inner envelope into the outer addressed envelope, and return it to the chief teller. The chief teller shall hold the envelopes, unopened, until the meeting of the tellers. At that meeting all inner envelopes shall first be removed from the outer envelopes. Each inner envelope shall then be handled as follows: (1) the signature on the envelope shall be checked against the list of voting faculty; (2) the voter shall be checked off on the list as having voted; (3) the envelope shall be opened, and the ballot placed, still folded, into one receptacle, if the voter is a permanently tenured faculty member, and into another, if the voter is a nontenured faculty member. When all envelopes have thus been processed, the ballots shall be taken from each receptacle and counted separately. The vote totals for the tenured faculty shall be noted, then added to the total for nontenured faculty to arrive at the total for the entire voting faculty.

5. Upon adoption, the amendment shall be submitted to the Faculty Senate and the Chancellor for review and ratification, as required by Appendix L. The amendment shall go into effect upon ratification by the Faculty Senate and the Chancellor.