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PLEASE POST FOR ALL FACULTY TO READ!

EAST CAROLINA UNIVERSITY FACULTY SENATE
FULL MINUTES OF APRIL 14, 1992

The eighth regular meeting of the Faculty Senate for academic year 1991/92 was held on Tuesday, April 14, 1992, at 2:10 p.m. in the Mendenhall Student Center Great Room.

Agenda Item I. Call to Order

Chair John Moskop called the meeting to order at 2:12 pm.

Agenda Item II. Approval of Minutes

The minutes of March 3, March 17, and March 31, 1992, were approved as amended below:

On the March 17, 1992, Full Minutes (page 10, paragraph 8) change "Campbell (Faculty Assembly Rep.)" to "Campbell (Economics)".

Agenda Item III. Special Order of the Day

A. Roll Call

Absent were: VCHS Hallock, VCSL Matthews, Campbell (Faculty Assembly Rep.), Cunningham (Medicine).

Alternates present were: Lapas for Lennon (Academic Library Services), Muzzarelli for Chenier (Allied Health Sciences), Campbell for DeJesus (Economics), Nullet for Hankins (Geography), Fletcher for Pories (Medicine).

B. Announcements

1. A special thanks to all Senators whose terms expire after this meeting.
2. Academic, Appellate, and Senate Committee Chairs are reminded that Committee Annual Reports are due in the Faculty Senate Office by Friday, May 1, 1992.
3. The Chancellor has approved Resolutions #92-8 through #92-15 as adopted by the Faculty Senate on March 17, and March 31, 1992. He will present the Clean Air Policy (Resolution #92-12) to the ECU Board of Trustees for consideration and approval at the May 1, 1992, meeting.
4. Chair Moskop granted speaking privileges to Professors Dorothy Muller and Nancy Hobbs during the meeting.

C. Richard Eakin, Chancellor

Chancellor Eakin expressed appreciation on behalf of himself, the University, the administration, and the students for a remarkable year at the University. Each unit had been asked to complete a self-study for SACS and other accrediting bodies. The faculty members responded to these necessary requests and provided the needed information. The Faculty Senate has done extraordinary work in terms of Appendices D and L and all of the other things they were called upon to do. He stated that it had been a remarkably productive year and Chair Moskop now had about ten years of chairmanship experience from this one year.

Chancellor Eakin stated that last year the first annual giving campaign for faculty and staff was started. This year, corporations and individuals across the state and nation have been approached to try and improve the fund raising capacity of the University. At present, 1131 contributors have participated in the annual giving campaign, contributing close to a quarter of a million dollars. He again expressed his appreciation and thanks for all of the contributions.

Chancellor Eakin requested that 20% of the faculty within each department

be in attendance at commencement ceremonies. He stated that he had heard criticism from students and families that there had been low participation by the faculty at these ceremonies. The Chancellor stated that he had no interest, nor would tolerate, the taking of roll at these ceremonies. Since commencement ceremonies were memorable events for the students and families, faculty should participate.

D. Vice Chancellors' Reports

Vice Chancellor Springer announced the following appointments:

Dr. Gary Lowe has been recommended for the position of Dean of the School of Social Work upon approval of the Board of Trustees and the Board of Governors. Following approval, Dr. Lowe will assume the position on August 1, 1992. Prior to joining the University, Dr. Lowe had been the Associate Dean of Social Work at Indiana University in Indianapolis.

Dr. Diana Henshaw will assume the position of Director of Continuing Education and Summer School upon approval of the Board of Trustees and Board of Governors. Dr. Henshaw had been the Dean of Continuing Education and Summer School at Western Carolina University and will assume her position on July 1, 1992.

Dr. Dorothy Clayton has accepted the appointment as Coordinator of Faculty Development Programs effective April 15, 1992. While serving in this half-time position, Dr. Clayton will remain with the Department of Political Science.

Dr. Springer stated that again this year the Faculty Computer Committee made recommendations to her office of recipients to receive computer work stations. The proposals had to indicate how computer technology would aid the faculty member in improving teaching and research efforts. This year 228 proposals were submitted and 69 faculty were chosen to receive computer work stations.

Dr. Springer further stated that the Division of Academic Affairs continues to support a variety of faculty research endeavors by awarding summer stipends and project expense grants. The awards are based upon a evaluative process which includes input from Faculty Senate committees and deans of the professional schools and college. The following is a summary of the awards for 1992.

Research/Creative Activity Comm.: 11 Summer Stipends 10 Project Expense
Teaching Grants Comm.: 8 Summer Stipends 6 Project Expense
School of Business Research Program: 16 Summer Stipends
VCAA Administrative, University-Wide Program: 10 Summer Stipends
VCAA Research/Creative Activity Program: 28 Summer Stipends

Hough (Political Science) asked if the announcements had been made for the Research/Creative Activity grants. Dr. Springer responded that she had already signed the letters and that they were being mailed out immediately.

VCHS Hallock was out of town attending the AAMC Council of Deans meeting in Orlando, Florida.

E. Ernie Schwarz, Chair

University Athletic Committee and Academic Review Subcommittee
Ernie Schwarz (HPERS), stated that the following documents had been placed in the Faculty Senate office for review by faculty members: 1) University Athletics Committee minutes, 2) current edition of the NCAA Manual, 3) Department of Athletics Policies and Procedures Manual, 4) NCAA Certification/Compliance Pilot Program.

The University Athletics Committee met five times during the current academic year. A variety of people including the head coaches and a

representative from the Educational Foundation updated the committee on their individual activities. Schwarz stated that ECU is one of 39 schools in the NCAA Certification Pilot Program under the leadership of Richard Edwards and Charlie Carr. The program's task is to develop a set of positive criteria and regulations for NCAA schools to follow. This is also a form of public relations between athletics and the University. Coaches are presently preparing for a recertification test that NCAA requires. This test is used as a safeguard to ensure that the coaches know the rules about recruitment.

Wilson (Faculty Assembly Rep.) asked about the inequities between men and women sports that was reported in USA Today. Schwarz responded that Dave Hart is trying to fund all sports and the first priority is women sports. Next year both basketball and football will lose a number of grants to women sports.

David Glascoff (Business) reported on the Academic Review Subcommittee. The subcommittee's activities included the examination, as a process, of the activities involving students who participate in athletics at ECU. Six sequential elements of the athletic dimension of student activities were touched on over the course of the year: 1) recruiting, 2) admission, 3) eligibility, 4) compliance with NCAA requirements, 5) satisfactory progress toward degrees, and 6) graduation rates. In addition to these elements, three aspects of the Athletic Department's activities were examined in detail: 1) ECU's Student Development Program for Athletes, 2) recent NCAA legislation regarding academics, eligibility, and compliance, and 3) Athletic Department items (publications, reports, etc.) to be put on file in the Faculty Senate office. (A copy of the full subcommittee's report is available for review in the Faculty Senate Office.)

F. Pat Bizzaro, Chair

Writing Across the Curriculum Committee

Pat Bizzaro (English) stated that since first coming to the Faculty Senate in 1986, the Writing Across the Curriculum proposal has not only grown in popularity among faculty and administrators, it has also grown in authors. The document distributed to Senators is truly an instance of writing across the curriculum since it represents the best thinking of literally hundreds of faculty and administrators in the University. The Writing Across the Curriculum proposal has been endorsed by the University Curriculum Committee, Admissions and Recruitment Committee, General Education Committee, Council of Teacher Education, and Freshman Composition Committee. It has been approved by the Dean of the College of Arts and Sciences and the Chairs of the College of Arts and Sciences. Approval has also been given by the Deans of the School of Education, School of Nursing, Human Environmental Sciences and the School of Business, all of whom have consulted with their faculty.

Bell (Education) asked where the resources would come from for Support Program #1 and Support Program #2 (Section V., page 6) of the proposal. Bizzaro responded that there are 34-35 graduate students currently working in the English department and that they could be trained to work as tutors. Another thing ECU could do, that other universities have already done, is to use graduate students from various other majors to work in the Writing Center. Bizzaro stated that the Writer's Workbench is currently accessible on the mainframe. Students can get feedback related to style analysis with use of this software. The Writing Center has 20-24 computers all of which can be adapted for use with a program called Grammatik, which is a similar analysis of style.

Chair Moskop stated that the approval of the Writing Across the Curriculum Proposal (attachment 1 of the April 14, 1992, Faculty Senate Agenda) would be a part of the University Curriculum Committee's report.

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

James LeRoy Smith (Philosophy) reported that the Reaffirmation Committee visit was a success. The draft report, apparently some ninety pages long, will be sent to ECU later this month for factual accuracy checks by the Chancellor's staff, the 1990-92 ECU SACS Self-Study Steering Committee, the Faculty Senate officers, and the Chair of the Educational Policies and Planning Committee. Thereafter, once finalized by the Reaffirmation Committee, the document will be sent to the University as the official Reaffirmation Committee Visitation Report. At that time, the ECU Self-Study Office will distribute copies to all offices which wrote self-study reports. A formal newsletter will be issued upon receipt of the final report from the Reaffirmation Committee and at least one summer newsletter will be issued after the summer follow-up report is completed.

Professor Smith thanked all who made the extra effort to make the week of the visit so professionally satisfying. Several members of the Faculty Senate Committees met with the SACS team: Libraries Committee met with William Gray Potter, Educational Policies and Planning Committee met with four of the visitors, Faculty Welfare Committee met with Kathie Gilbert and the Faculty Senate officers met with Van Oliphant.

Professor Smith stated that among the oral commendations registered by the Reaffirmation Committee, was praise for the positive outlook, optimism, and mutual respect evident in the relations at ECU among faculty, students, staff, and administration. That is the surest tribute to the team effort exhibited by all. In addition, Smith stated appreciation to Emily Boyce (Library and Information Studies) for her dedication and assistance related to the SACS Self-Study.

Chair Moskop thanked Smith and Boyce for keeping the Faculty Senate well informed of the SACS activities. The Faculty Senate then gave them a round of applause.

Agenda Item IV. Unfinished Business

Final Review and Adoption of the Proposed Revisions to Appendix D. (Attachment 2, the proposed amended copy of Appendix D, Draft 17 was distributed to all Senators prior to the meeting.)

Chair Moskop stated that since the last meeting, Appendix D had been examined to determine if there were any inconsistencies created by amendments made from the floor. In reading the document one more time, some inconsistencies were identified. He then referred the Senators to the handout dated April 14, 1992, "Proposed Amendments to Appendix D, Draft 17", that was provided to each senator. The process now was to proceed through each of these proposed amendments. He stated that amendments had been discussed thoroughly at the last Faculty Governance Committee meeting.

Chair Moskop stated that the first amendment was to Section III.C.3.f. (page D-8, line 41) striking "consultation with the" and inserting "advice from". No objection was heard on considering this as an editorial amendment.

Chair Moskop stated that the second amendment was to Section III.C.3.g. (page D-9, line 13) striking "consultation with the unit personnel committee" and inserting "advice from permanently tenured faculty at the rank for which the faculty member would be considered".

Hough (Faculty Assembly Rep.) suggested an editorial amendment to the phrase adding "or above" after "faculty at". Chair Moskop stated that this was an appropriate editorial amendment.

There was no objection to striking "consultation with the unit personnel

"committee" and inserting "advice from permanently tenured faculty at or above the rank for which the faculty member would be considered" in Section III.C.3.g. (page D-9, line 13).

Reaves (Industry and Technology) asked if the unit personnel committee could be included with the group for which the candidate may seek advice. Chair Moskop stated that the rationale was that the most appropriate people for the candidate to seek advice from would be the people who would later consider the action for the candidate.

Stangohr (Health Sciences Library) stated that since the Faculty Senate approved that people without tenure at the rank for which people were applying would have a voice, why should the Faculty Senate now limit those persons whose advice would be sought to tenured faculty. The words "permanently tenured" were struck from the amendment as an editorial change.

Reaves (Industry and Technology) made a motion to add the words "the unit personnel committee" after the words "advice from" deleting the remainder of the newly amended Section III.C.3.g. (page D-9, line 13) so that the sentence would read "A faculty member considering such action is encouraged to seek advice from the unit personnel committee and the unit administrator."

VCAA Springer stated that the proposed motion changed the sense of the wording and that the faculty could seek informal advice from the faculty. If a candidate seeks advice from the unit personnel committee, it would then become a formal procedure and if a candidate gets advice from the unit personnel committee, then the committee will be required to adhere to the advice.

Chancellor Eakin stated that a candidate could seek advice from anyone. To formalize the procedure by putting the unit personnel committee in it may put members of that unit personnel committee, who are at the same rank, in a conflict of interest situation. To avoid any appearance of a conflict of interest, it would be preferable to have people providing advice who would not be competitors.

The motion to add the words "the unit personnel committee" after the words "advice from" deleting the remainder of the newly amended Section III.C.3.g. (page D-9, line 13) so that the sentence would read "A faculty member considering such action is encouraged to seek advice from the unit personnel committee and the unit administrator." failed.

Chair Moskop stated that the third amendment was to insert in Section IV.E. (page D-12, line 36) after the word "scheduled" the words "the permanently tenured members of".

Stangohr (Health Sciences Library) stated that the rationale for allowing non-tenured faculty on the unit personnel committee was that in small departments when outsiders were placed on the committee, the person in the unit would have a better knowledge of who was available to be reviewers. She spoke against the amendment thus a vote was required on the amendment.

Reaves (Industry and Technology) stated that if members are elected by the units, they are elected with the confidence that they should serve as full members so these restrictions are not necessary.

Jarvis (Music) stated that the majority are permanently tenured members. If such a difficulty were to arise, there is a vehicle for the permanently tenured members to exert their vote.

Meloche (Business) stated that currently the purpose is only to produce a

list for reviewers and the 2 to 1 majority allows non-tenured faculty to have input but not to carry the vote.

Chancellor Eakin stated that his concern was for the potential appearance of a conflict of interest, wherein the person in this recommending body might be seen as having a very tough evaluation if he or she was competing for rank.

The motion to insert in Section IV.E. (page D-12, line 36) after the word "scheduled" the words "the permanently tenured members of" failed.

Chair Moskop stated that the fourth amendment was to insert in Section IV.E. (page D-13, line 2) the words "the permanently tenured members of" after the word "review,".

Reaves (Industry and Technology) spoke against the amendment and reminded the Faculty Senate that non-tenured faculty are allowed to serve as members of the unit personnel committee so they should be allowed to do all that other members do.

Joyce (Physics) stated that this is an important part of the tenure procedure and the tenure decision is made not by the personnel committees but by the tenured faculty. In this case, there may be a problem if two tenure-track people went up for tenure. The person on the unit personnel committee could be perceived as influencing the selection of the reviewers.

Reaves (Industry and Technology) stated that she does not understand the argument that only tenured track people are susceptible to conflict of interest.

The motion to insert in Section IV.E. (page D-13, line 2) the words "the permanently tenured members of" after the word "review," passed.

Chair Moskop stated that the fifth amendment was to strike in Section IV.E. (page D-13, line 21) the words "published or accepted".

Spickerman (Math) stated that he objected to deletion of the words.

Worthington (Medicine) asked to hear the rationale for this amendment. Chair Moskop referred the Faculty Senate to Section IV.E. (page D-12, lines 31-33) that stated "Material to be evaluated employing the external peer review process is limited to the results of creative activity and scholarly activity." The additional words, "which have been published or accepted for publication" were deleted on the Senate floor at the last meeting.

VCAA Springer stated that the topic sentence of the paragraph (Section IV.E. Page D-13, lines 17-19) indicated that all evidence of creative activity and scholarly activity shall be appropriate to the personnel action. She further stated that the issue is not published or accepted materials but rather material that is appropriate. She then offered an amendment to add the words "research and creative activity material" after the word "additional" in Section IV.E. (page D-13, line 21).

The primary amendment to strike in Section IV.E. (page D-13, line 21) the words "published or accepted" passed and the amendment to add the words "research and creative activity material" after the word "additional" in that section also passed.

Chair Moskop stated that the final two proposed amendments were added by him to increase the clarity of the document which had been deleted from Draft 16. However, upon discussion of this with the Faculty Governance Committee, the Committee felt that the reinsertion would not provide clarity, but

create more questions. Therefore he offered the sixth and seventh amendments which were to strike "(nonreappointment and denial of tenure)" from Section IV.I. (page D-16, line 15) and "(denial of promotion)" from the same section (page D-16, line 16). There was no objection to the deletions.

Sexauer (Art) suggested an amendment to Section IV.C. (page D-12, line 1) striking the words "tenured faculty" after "appropriate" and inserting in their place "deliberative body". This was offered to be consistent with the entire document. There was no objection to considering this as an editorial amendment.

Hughes (Business) stated that since the University may be close to a resolution of the Counseling Center as a code unit, it would be appropriate to delete in the footnote of Section III.C.c. (page D-3 line 39) the words "the Vice Chancellor for Student Life,". Chancellor Eakin responded that the Counseling Center situation was close to a resolution. There was no objection to considering this as an editorial amendment.

Wilson (Faculty Assembly Rep.) stated that he and George Bailey had met with the Chancellor concerning material procedural irregularity. One of the concerns was in Section V.E. (page D-22, line 38) which stated that if a material procedural irregularity occurred, the only outcome that the Hearing Committee could recommend would be to remand the decision to the appropriate unit for another review. The Hearing Committee could not recommend tenure or promotion. Wilson then offered a motion to add to the footnote on page D-18, line 47, "A request for a hearing is limited to allegations of a material procedural irregularity in the procedures followed by the members of the appropriate deliberative body and university administrators in making the current reappointment or tenure recommendation. Procedures followed prior to the procedures directly issuing in the current recommendation are not subject to challenge for material procedural irregularity." Wilson stated that this motion was being offered to clarify what material procedural irregularity was and did not change the sense of the document.

Atkeson (History) directed a question to VCAA Springer, asking that in recognizing these errors can occur was there some way to hold the administrators responsible to evaluate the faculty. VCAA Springer responded that she knew faculty had been evaluated by the time a recommendation regarding salary was made. Atkeson then asked if she would be aware if someone was not evaluated. VCAA Springer responded that she would not be personally aware because there are over 900 faculty in the Division of Academic Affairs but assumed that they would be evaluated by the department chairs. Each department had a calendar with a schedule for evaluations and she depended upon the administrators to follow the calendar.

Atkeson (History) stated that he was aware of cases where individuals 3-4 years back were not evaluated and had no recourse. He agreed that those cases could not be changed yet he wanted to make a point of clarification that there were some mechanisms in place within the University to prevent this from happening.

Thompson (Political Science) stated that there was a check on preventing that because each department chair evaluated the faculty and a copy of the evaluation went to the dean.

Hughes (Business) suggested that the Faculty Senate consider adding "The material procedural irregularity is not retroactive." to Section IX.B. (page D-34, line 17).

Wilson (Faculty Assembly Rep.) stated that this would not change his amendment yet needed to know if the University attorney felt that this would be appropriate.

Irons (University Attorney) stated that the suggestion would change the document and the best solution would be as was stated in the amendment proposed by Wilson.

Sexauer (Art) stated that if a unit administrator failed to provide a progress toward tenure letter, this would be an material procedural irregularity. It appeared that the primary amendment protects the administrator and not the faculty. Wilson (Faculty Assembly Rep.) responded that the only thing the Hearing Committee could do was to send the decision back for another review. Another review would not remedy the fact that they did not get a progress toward tenure letter.

Grossnickle (Psychology) asked if it did not change the document why make the amendment. Wilson (Faculty Assembly Rep.) responded that the University attorney was more comfortable with the proposed wording because it made it clearer. Grossnickle stated that he disagreed and was more comfortable with the original wording.

Hughes (Business) stated that the grounds of material procedural irregularity was for the protection of the faculty and the only thing that could be done was to have another review. The Chancellor would then be aware that someone did not do his/her job. There was no way that anyone could assure that next year faculty would not encounter the same problems that have occurred in the past. The University had no protection in the case. The missing information could not be made up for. It did force the University to recognize the fact that the system was not working. It also forced the University to go back to the original body and ask them to make a decision compensating for this failure. It was a "crime" if a faculty member did not receive the appropriate guidance, the progress toward tenure letter, or was not evaluated. The process of tenure was a dual responsibility between the faculty and the administration. If Appendix D was passed it should be made clear that all faculty have a responsibility to ask for an evaluation if the evaluation was not provided by the administrator. Faculty have a right and obligation to request this information.

The motion to add to the footnote on page D-18, line 47, "A request for a hearing is limited to allegations of a material procedural irregularity in the procedures followed by the members of the appropriate deliberative body and university administrators in making the current reappointment or tenure recommendation. Procedures followed prior to the procedures directly issuing in the current recommendation are not subject to challenge for material procedural irregularity." failed.

Hughes (Business) offered an editorial amendment to Section V.D.2. (page D-21, line 28) deleting "p. D-9". There was no objection to considering this as an editorial amendment.

The Faculty Senate approved unanimously the revisions to Appendix D, Tenure Policies and Regulations of East Carolina University (Resolution #92-16). The Faculty Senate enjoyed a round of applause.

Chair Moskop stated that the approved document would go to the Chancellor for his actions, then be forwarded to the Board of Trustees for adoption, which was subject to the approval by the President and the Board of Governors of the University of North Carolina.

Agenda Item V. Report of Committees

A. Committee on Committees, Doug McMillan

The Committee on Committees met on April 6, 1992, and decided not to present a slate of nominees for the newly approved Grievance Board at the April 14, 1992, Faculty Senate meeting. In order to be consistent with other

Appellate Committee procedures and to allow more time for nominations from the faculty, the Committee on Committees had distributed a memorandum (dated April 7, 1992) to all faculty requesting nominations of persons willing to serve on this Appellate Committee.

There was no objection to hearing the Curriculum Committee's report next.

B. Curriculum Committee, Bill Grossnickle

Bill Grossnickle (Psychology), Chair of the Curriculum Committee, presented the minutes of the March 26, 1992. The Faculty Senate approved the curriculum matters contained in the Curriculum Committee minutes of March 26, 1992, which included the adoption of the Writing Across The Curriculum proposal (changing all degrees) and the revision of the social sciences general education requirements (from 13 to 12 s.h. effective Fall 1992) (Resolution #92-17).

C. Admissions and Recruitment Committee, James Holloway

Revision to the Nonmatriculated Student Policy

James Holloway (Business), Chair of the Admissions and Recruitment Committee, presented the revised Nonmatriculated Student Policy that had been editorially revised, using the correct terminology, and added to the appropriate sections of the "University College" policy and "Nontraditional Student Policy".

The Faculty Senate was asked to approve the recommended change from 28 to 24 semester hours in the second paragraph, line 3 of the Nontraditional Student Policy. The sentence would then read as follows: "In order to continue enrollment as degree-seeking students, nontraditional students must satisfy all conditions of their provisional admission or complete a minimum of 24 s.h. of degree-creditable work at ECU with a minimum cumulative GPA of 2.2 on all courses attempted at ECU."

The Faculty Senate approved this recommended change (Resolution #92-18). (Please refer to the list of resolutions for the full editorially revised and approved policy.)

D. Calendar Committee, Jim Tracy

Proposed Summer 1994, Fall 1994, and Spring 1995 Calendars

Jim Tracy (Allied Health Sciences), Chair of the Calendar Committee, presented the proposed Summer 1994, Fall 1994, and Spring 1995 University calendars.

Spickerman (Math) asked why the Calendar Committee chose to change a Wednesday to Monday for a Labor Day make-up day. Tracy (Allied Health Sciences) responded that the Committee followed the Faculty Senate set guidelines related to the required number of days in each semester. Spickerman stated that that was not a good reason. He had talked to faculty in the Biology department and they stated that labs were set up to run Monday through Friday and that unless the make-up day was in the remaining four days of a week already broken down by holidays, etc. there was no way to make-up a lab.

Singhas (Biology) stated that there were so many sections of introductory Biology, that rescheduling labs were impossible, therefore the entire week would be lost.

Chancellor Eakin stated that one of the reasons for having an equal number of days of the week within a semester was that the evening courses that met only once a week needed a class meeting each week for the presentation of the course.

Thompson (Political Science) stated that if a Wednesday is changed to a

Monday, a graduate class meeting was cut out.

Joyce (Physics) stated that some of the discussion was out of order, because by following the Faculty Senate set guidelines, there had to be a replacement for that Labor Day holiday. If Professor Spickerman wanted to bring those guidelines back up for consideration, that debate should be considered at another time.

Spickerman (Math) asked about a replacement day in Spring 1995. Tracy (Allied Health Sciences) responded that it was not necessary in the Spring 1995 calendar. Spickerman asked about Martin Luther King's birthday celebration. Tracy responded that that was taken care of by the starting and stopping days of the semester. Spickerman stated that there was an extra Tuesday.

The Faculty Senate approved the Summer 1994, Fall 1994, and Spring 1995 University calendars as presented (Resolution #92-19).

E. Faculty Affairs Committee, Jim Bruner

Revised Procedures for Resolving Faculty Grievances

Jim Bruner (Social Work), member of the Faculty Affairs Committee, presented the revised procedures for resolving faculty grievances. He stated that the revision was necessary to take the Chancellor out of the review process since the Chancellor would have to overrule himself/herself for the second time if the grievance had to be heard by the Grievance Board. There was no discussion on the proposed revisions. The Faculty Senate approved the revised Procedures for Resolving Faculty Grievances (Resolution #92-20). (Please refer to the list of resolutions for the revised procedures as adopted.)

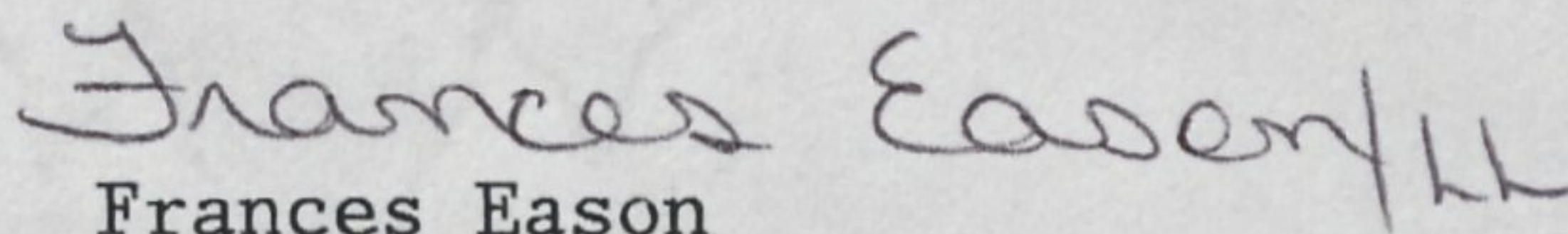
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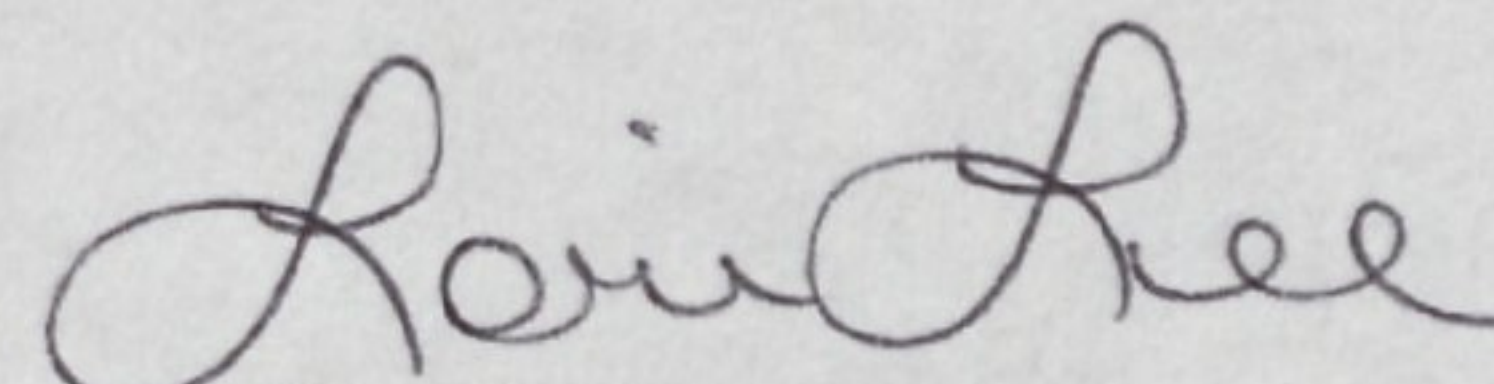
Ken Wilson (Faculty Assembly Rep.) Chair of the Educational Policies and Planning Committee, offered a proposed mission statement for use in the UNC-GA's Long-Range Planning 1992-97 document. He stated that the Educational Policies and Planning Committee had been notified that the General Administration wanted mission statements from each university that were shorter in length to fit on a page. He also noted one editorial change to the third sentence, changing the word "doctorate" to "doctoral" so that the sentence would read: "It offers degrees at the baccalaureate, master's, specialist, and doctoral levels."

The Faculty Senate approved the mission statement as editorially amended (Resolution #92-21). (Please refer to the list of resolutions for the mission statement as adopted.)

The meeting adjourned at 4:25 pm.

Respectfully submitted,


Frances Eason
Secretary of the Faculty


Lori Lee
Faculty Senate Secretary

RESOLUTIONS PASSED AT THE APRIL 14, 1992, FACULTY SENATE MEETING.

#92-16 Approval of Appendix D: Tenure Policies and Regulations of ECU, as amended.

Disposition: Chancellor

#92-17 Approval of curriculum matters contained in the Curriculum Committee minutes of March 26, 1992, which included the adoption of the Writing Across The Curriculum proposal (changing all degrees) and the revision of the social sciences general education requirements (from 13 to 12 s.h. effective Fall 1992).

Disposition: Chancellor

#92-18 Revisions to the Nonmatriculated Student Policy.

Listed below is an editorially revised copy of the earlier adopted Nonmatriculated Student Policy (March 19, 1991, #91-18). Please note that the changing of "28" to "24" in the Nontraditional Student Policy (paragraph 2, line 3) was the item that the Faculty Senate acted on at the April 14, 1992, meeting.

UNIVERSITY COLLEGE

Students may be permitted to enroll on a space-available basis and assigned to the University College, which is housed in Brewster A -113, if they qualify under one of the following five categories:

1. An auditor is a person who wishes to attend university classes without earning college credit. (See AUDITORS, below.)
2. A nontraditional student is a person whose class graduated from high school three or more years ago and who is admitted provisionally according to the Nontraditional Student Policy. (See NONTRADITIONAL STUDENT POLICY, below.)
3. A special undergraduate student is a person with previous college experience who is eligible to return to the previous institution and attests that he or she meets requirements for admission as a matriculated student but has not supplied all documentation for that status. This student may enroll for one semester in a maximum of two courses. As soon as the student provides the appropriate documentation, the student may be admitted to degree-seeking status.
4. A nondegree-undergraduate student is a person who has completed high school three or more years ago and who wishes to take courses for credit but who is not a degree-seeking student. Individuals who desire to participate in this program, should contact the undergraduate admissions office for further information.
5. A visiting student is a person who is enrolled as a matriculated student at another college or university. (See VISITORS, below.)

NONTRADITIONAL STUDENT POLICY

Students may be permitted to enroll in the University under a performance-based admission policy provided their high school class graduated three or more years prior to the expected date of entry and they meet one of the following stipulations:

1. have had no previous college experience, or
2. have had previous college experience and are eligible to return to the previous institution but do not meet all stated university admission requirements, or

#92-18 Revisions to the Nonmatriculated Student Policy (continued).

3. have had previous college experience, are not eligible to return to the previous institution, and have not been matriculated at the collegiate level for at least three years prior to the expected date of entry.

In order to continue enrollment as degree-seeking students, nontraditional Students must satisfy all conditions of their provisional admission or complete a minimum of 24 s.h. of degree-creditable work at ECU with a minimum cumulative GPA of 2.2 on all courses attempted at ECU. In all cases, nontraditional students must also remove any high school deficiencies as prescribed by the University of North Carolina and East Carolina University.

Only 28 s.h. of course work completed as a nontraditional student may apply toward a degree program. Students enrolling under this policy must comply with all university policies regarding the payment of tuition and fees and must comply with NC state law concerning health and immunization records.

Nontraditional students are assigned for advisement to the University College. Upon completion of admission stipulations, they are reassigned to the General College or to the school/department of their intended major.

Disposition: Chancellor

#92-19 Approval of the Summer 1994, Fall 1994, and Spring 1995 University Calendars.

Disposition: Chancellor

#92-20 Revised Procedures for Resolving Faculty Grievances.

As described in Appendix D, Section VII, of the Faculty Manual, the Faculty Affairs Committee, serving as the Faculty Grievance Committee, shall consider grievances directly related to a faculty member's employment status and institutional relationships within East Carolina University. No grievance that grows out of or involves matters related to a formal proceeding for the discharge, or termination of a faculty member's employment, or that is within the jurisdiction of another standing faculty committee, may be initiated by the committee.

The procedures for presenting a grievance to the Faculty Grievance Committee are specified in Appendix D, Section VII of the Faculty Manual. The faculty member should make every reasonable effort to resolve the grievance prior to submitting the petition to the Faculty Grievance Committee. To accomplish this, these steps should be followed:

STEP 1. The faculty member (grievant) shall make every reasonable effort to resolve the grievance in an informal manner with other parties involved in the grievance (respondents).

STEP 2. If this effort does not lead to a satisfactory solution, the grievant shall then discuss the formal grievance with the administrative official given immediate oversight

over the grievant and respondent(s).¹ This administrative official shall meet with the grievant and respondent(s) within ten working days after the request is received. The administrative official, the grievant, and respondent(s) shall discuss informally the grievance and make every effort to resolve the grievance to the satisfaction of the involved parties. Within ten working days after the conference, the administrative official shall advise the grievant and respondent(s) of his/her decision and /or what corrective action will be taken.

STEP 3. If Completion of STEP 2. does not resolve the grievance to the satisfaction of the grievant, the grievant shall appeal to the next higher administrative official. The grievant shall notify this administrative official of the desire to discuss the grievance within ten working days after the conclusion of STEP 2. This administrative official will respond to the request for an appointment and discuss informally the grievance with the grievant within ten working days after receipt of such request. This administrative official shall invite the respondent(s) to participate in the conference if he/she deems it appropriate or if it is requested by the grievant. The administrative official shall make every effort to resolve the grievance to the satisfaction of the involved parties. The administrative official shall notify the grievant of his/her decision and/or corrective action within ten working days subsequent to the conference.

STEP 4. If the grievance is not resolved to the satisfaction of the grievant in the preceding steps, the grievance shall be taken to the appropriate vice chancellor. Within ten working days after the completion of the preceding step, the grievant shall notify the vice chancellor of the desire to discuss the grievance. The vice chancellor shall invite those persons he/she deems appropriate to participate in the conference or those requested by the grievant. The vice chancellor shall make every effort to resolve the grievance to the satisfaction of the involved parties. The decision and/or corrective action of the vice chancellor shall be made and the grievant notified within ten working days after the conference.

STEP 5. If completion of the previous steps does not resolve the grievance to the satisfaction of the grievant, the grievant may then petition, in writing, the Faculty Affairs Committee, functioning as the Faculty Grievance Committee, in accordance with Section VII.D. of Appendix D of the Faculty Manual, and the following procedures. The petition shall set forth in detail the nature of the grievance and against whom it is directed. It shall contain any information that the petitioner considers pertinent to the case. The Faculty Grievance Committee shall carefully evaluate the petition to determine whether the contentions presented, if established, would support the petitioner's allegations that a grievance has

¹ In the event the appropriate vice chancellor is involved in STEP 2., STEP 3. will not be necessary.

occurred. If the committee decides that the case merits investigation, it shall proceed in accordance with Appendix D, Section VII of the Faculty Manual.

Disposition: Chancellor

- #92-21 Mission Statement for use in the UNC-GA's Long-Range Planning, 1992-97 Document.

East Carolina University is a public institution committed to rich and distinctive undergraduate and graduate education, exemplary teaching, research and scholarship, public service, and human and intellectual diversity. The University is one of the sixteen constituent institutions of the University of North Carolina. It offers degrees at the baccalaureate, master's, specialist, and doctoral levels. Programs of study include the arts and sciences and a wide range of professional fields, including the first-professional program in medicine. The fundamental educational goal of the University is to provide students with a substantive general education and to enable students and other constituents to secure specialized and multidisciplinary knowledge. The primary research mission is to advance knowledge, to encourage traditional and nontraditional creative activity, to solve significant human problems, and to provide the best possible basis for professional practice. The service mission is to provide leadership in the pursuit of education, research, and cultural goals. The University values the contributions of each member of the academic community, encourages the full development of human potential, and is dedicated to scholarly integrity and responsible stewardship of the public trust.

Disposition: Chancellor