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FULL AGENDAS WITH ATTACHMENTS ARE DISTRIBUTED TO ACADEMIC
ADMINISTRATORS, SENATORS, ALTERNATES, CHAIRS OF ACADEMIC
COMMITTEES, AND AVAILABLE ELECTRONICALLY THROUGH FSONLINE.

EAST CAROLINA UNIVERSITY
FACULTY SENATE **FULL AGENDA**

The second regular meeting of the Faculty Senate for academic year 1992/1993 will be held on Tuesday, October 13, 1992, at 2:10 in the Mendenhall Student Center Great Room.

- I. Call to Order
- II. Approval of Minutes of September 15, 1992.
- III. Special Order of the Day
 - A. Roll Call
 - B. Announcements
 - C. Richard Eakin, Chancellor
 - D. Vice Chancellors' Reports
 - E. Dave Hart, Director of Athletics
 - F. Patricia Campbell, Faculty Assembly Report
September 18, 1992, meeting
- IV. Unfinished Business

Faculty Governance Committee, Gene Hughes
Amendments to the revised Resolution #92-16, Appendix D: Tenure Policies and Regulations of ECU (attachment 1).
- V. Report of Committees
 - A. Committee on Committees, Caroline Ayers
 - 1. Second Reading of a Change to the Faculty Senate Bylaws (attachment 2).
 - 2. Election of Appellate Committees (A list of nominees will be forwarded to Faculty Senators/Alternates prior to the meeting.)
 - B. Teaching Effectiveness Committee, David Lawrence
Selection Procedures for Alumni Teaching Awards (attachment 3).
 - C. Unit Code Screening Committee, Don Sexauer
Amendment to the School of Medicine Unit Code (attachment 4).
 - D. Ad Hoc Committee on Academic Regulations, Dave Watkins
Revised Academic Regulations: Section 5 of the Undergraduate Catalog (Faculty Senators and Alternates will receive the report in its entirety. Others may review it by way of their department/school Senators and Alternates or by using FSONLINE.) (attachment 5)

FACULTY GOVERNANCE COMMITTEE REPORT

Amendments to the revised Resolution #92-16, Appendix D: Tenure Policies and Regulations of East Carolina University as follows:

1. In paragraph one, subsection B-1, Section V. Procedure for Appeal of Non-Reappointment or Non-Conferral of Permanent Tenure, (revised Appendix D, page D-17), delete the second sentence that reads:

"Nominations of candidates shall be by the Committee on Committees and election is by a majority vote of the Faculty Senate during its first regular meeting."

and insert in its place the following sentence:

"Candidates shall be nominated in accordance with the procedures for election of appellate committees specified in the Bylaws of the East Carolina University Faculty Senate."

2. In sentence one, paragraph one, subsection E, Section VI. Due Process Before the Imposition of Serious Sanctions, (revised Appendix D, page D-24), delete the words that read:

", is nominated by the Committee on Committees, and is elected by a majority vote of the Faculty Senate at its first regular meeting of each academic year."

and insert in their place the following:

". Candidates shall be nominated in accordance with the procedures for election of appellate committees specified in the Bylaws of the East Carolina University Faculty Senate."

3. In sentence one, paragraph one, subsection B-6 of Section VII. Termination of Faculty Employment, (revised Appendix D, page D-30), delete the words that read:

", is nominated by the Committee on Committees, and is elected by a majority vote of the Faculty Senate at its first regular meeting of each academic year."

and insert in their place the following:

". Candidates shall be nominated in accordance with the procedures for election of appellate committees specified in the Bylaws of the East Carolina University Faculty Senate."

Attachment 2.

COMMITTEE ON COMMITTEES REPORT

SECOND READING OF A CHANGE TO THE FACULTY SENATE BYLAWS

The Committee on Committees move that the following be added to Appendix A, Faculty Senate Bylaws, Section III.E., Process for election of Appellate Committees (page A-10):

4. This Bylaw may be suspended. Suspension requires a two-thirds vote in favor of suspension. Suspension does not require presenting the motion to suspend at a prior meeting.

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COMMITTEE ON COMMITTEES' LIST OF NOMINEES FOR THE APPELLATE COMMITTEES
(Please bring this report with you to the October 13, 1992 Faculty Senate mtg.)

Due Process Committee (2 year terms)

<u>Regular Members</u>		<u>Alternate Members</u>	
Doug McMillan, English	1992	Linda Mooney, Soc. & Anth.	1992
Rosina Chia, Psychology	1992	Marsha Ironsmith, Psychology	1992
Martha Engelke, Nursing	1993	Tom Buttery, Education	1993
Christa Reiser, Soc. and Anth.	1993	Bob Morrison, Chemistry	1993
Larry Hough, Pol. Science	1993	Sam Pennington, Medicine	1993

Nominations for the 2 Regular Member and 2 Alternate Member Vacancies:

<u>Regular Members</u>	<u>Alternate Members</u>
Todd Savitt (Medicine)	Ralph Scott (Academic Library Svcs.)
Roy Denton (Social Work)	Larry Means (Psychology)
Trenton Davis (Allied Health Sc.)	Calvin Mercer (Philosophy)
Greg Ross (Philosophy)	Sal DeMarco (Allied Health Sc.)

Hearing Committee (3 year terms)

<u>Regular Members</u>		<u>Alternate Members</u>	
Malcolm South, English	1992	Donald Parkerson, History	1992
Miriam Quick, Nursing	1992	Pat Dunn, HPERS	1992
James O. Smith, Business	1992	Artemis Kares, Academic Lib	1993*
Tinsley Yarbrough, Pol. Sc.	1993	James Bruner, Social Work	1993
Karen Baldwin, English	1993	Ernie Marshall, Philosophy	1994

Nominations for the 3 Regular Member and 2 Alternate Member Vacancies:

<u>Regular Members</u>	<u>Alternate Members</u>
Conner Atkeson (History)	Greg Lapicki (Physics)
Ivan Wallace (Education)	Martin Schultz (Sociology & Anth.)
Robert Fulghum (Medicine)	James Markello (Medicine)
James LeRoy Smith (Philosophy)	Fred Ragan (History)
Bob Hursey (Math)	
Artemis Kares (Academic Lib)*	

Reconsideration Committee (3 year terms)

<u>Regular Members</u>		<u>Alternate Members</u>	
Bill Grossickle, Psychology	1992	Mabel Laughter, Education	1992
Sandra Wurth-Hough, Pol. Sc.	1992	Jannis Shea, Human Env. Sc	1992
Brian McMillen, Medicine	1993	Wes Hankins, Geography	1993
Rita Reaves, Industry and Tech.	1993	Greg Givens, Allied Health	1993
Linda Rikard, HPERS	1994	Susan McDaniel, Biology	1994

Nominations for the 2 Regular Member and 2 Alternate Member Vacancies:

<u>Regular Members</u>	<u>Alternate Members</u>
Bill Grossnickle (Psychology)	Jim Pinkney (Education)
Richard McCarty (Philosophy)	Fred Parham (Chemistry)
Connie Kledaras (Social Work)	Nicholas Georgalis (Philosophy)
Carol Pendergrast (Theatre Arts)	Richard Miller (Philosophy)

TEACHING EFFECTIVENESS COMMITTEE REPORT

Selection Procedures for Alumni Teaching Awards

1. Any full-time faculty member who has taught at ECU for three or more years is eligible to be considered for a teaching award. Four years must have elapsed before a faculty member who has won can be considered again. The candidate is to turn in all evaluative materials to his or her unit administrator by November 15 each year. The required materials should include the following:
 - A. Grade distributions and student evaluations for three years.
 - B. Peer evaluations, if available, for some classes for at least one year.
 - C. List of all courses taught over the past three years and representative samples of course outlines, tests, and teaching materials. Samples do not have to include all courses taught.
 - D. At least two letters of support from current or former students (not to exceed two pages each). Include names, addresses, and phone numbers of students.
 - E. A standardized summary form provided by the Ad Hoc Teaching Awards Committee*.
2. Each unit is to develop its own nomination procedures based upon Faculty Senate Resolution #91-29, "Seven Characteristics of Effective Teaching." No more than one nominee for each ten faculty members in the academic unit can be nominated. Each unit will forward the appropriate number of nominees to the Ad Hoc Teaching Awards Committee.
3. The Ad Hoc Teaching Awards Committee will be created by the Vice Chancellor for Academic Affairs and the Chair of the Teaching Effectiveness Committee. It will be chaired by a member of the Teaching Effectiveness Committee and have at least one member who is experienced in classroom observation and evaluation. The Committee will receive the materials, which will be read by at least three committee members, and evaluated using the criteria in Faculty Senate Resolution #91-29.
4. A list of finalists and their evaluations, not to exceed twelve, will be forwarded to the Vice Chancellor for Academic Affairs for review.
5. Upon approval by the Vice Chancellor for Academic Affairs, the final pool of twelve applicants will be contacted and videotaped in class (approximately twenty minutes per candidate).
6. The Committee plus two Alumni Association representatives will view and evaluate the tapes, examine the supporting materials provided by the candidates and evaluations of those materials, and by scoring determine the two winning candidates.

*See reverse side for a condensed sample Alumni Teaching Awards Summary Form.

ALUMNI TEACHING AWARDS SUMMARY FORM

Please provide a summary of the information requested. Do not exceed the space allocated. Corroborative materials that should be attached include 1) reports to you of grade distributions for the last 3 years, 2) computer generated summaries of student evaluations for the last 3 years, 3) Peer evaluations for at least one year where available, 4) samples of course outlines, tests and teaching materials, 5) two letters of support from current or former students(not to exceed two pages each).

1. Student Evaluations (for last three years)

Course	Number of Students	Year	Overall Score	#9 Score
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Evaluative Statement:

2. Grade Distribution (for last 3 years)

Semester	Number of Students	%As	%Bs	%Cs	%Ds	%Fs
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Evaluative Statement:

Peer Evaluations (for at least one year)

Course Name & #	Content & Organization	Communication	Student/Faculty Interaction	Overall Quality
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Evaluative Statement:

- Please describe common practices and approaches that you use in teaching. Also explain any innovative or noteworthy accomplishments you have developed in your courses.
- List the names, addresses, telephone number and relationship you have with the students submitting letter of support.

Signature of Applicant (Please Print) _____

Date _____

UNIT CODE SCREENING COMMITTEE REPORT

Substitute Section VI: Amendments (page 16) of the School of Medicine Unit Code with the following:

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 affirmative vote of the voting faculty as voting faculty are defined in the Faculty Manual, Appendix L, East Carolina University Code and a two-thirds affirmative vote of the permanently tenured faculty.

The tellers for this vote shall be 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 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 non-tenured 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 non-tenured 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.



MEMORANDUM

Office of the
Vice Chancellor for
Academic Affairs
106 Spilman

919-757-6241

TO: Members of the East Carolina University Faculty Senate

FROM: The Ad Hoc Committee on Academic Regulations

Thomas Evans, James Holloway, Jo Ann Jones, Robert Joyner,
Susan McDaniel, Richard Miller, Gilbert Moore, Dorothy Muller,
Eugene Owens, John Richards, Marion Sykes, Jack Thornton, and
Dave Watkins (Chair)

DATE: September 16, 1992

In May 1991, the chair of the Faculty Senate, James Joyce, and the vice chancellor for academic affairs, Marlene Springer, named a special committee to review the undergraduate academic regulations (Section 5) presented in the undergraduate catalog and to make recommendations for change where appropriate. This committee submits its recommendations in the attached report. The recommendations include suggestions for editorial revision and substantive changes in current regulations. The committee is recommending that the Faculty Senate consider the report in its entirety and that the initial reading of the report be at the October Faculty Senate meeting.

During the course of its deliberations, which began in September 1991, the ad hoc committee made an effort to inform senate committees charged with oversight of various portions of Section 5 as to the progress of the review and sought their input where appropriate. Additionally, university administrators with oversight responsibility for portions of Section 5 were consulted as committee deliberations took place.

After the committee completed its revisions of Section 5, the revisions were shared with the Educational Policies and Planning Committee and the Credits Committee. These two committees were singled out because the two major recommendations addressed in the report -- course scheduling (dropping and adding) and student eligibility standards -- are important issues to these committees. The ad hoc committee felt that review of the two sections by these committees prior to taking the report to the Faculty Senate could expedite consideration by the senate. The responses to these reviews are included as attachments 1 and 2. These two sections of the report were also shared with the chancellor, the vice chancellor for academic affairs, and the Council of Deans. These reviews resulted in support for the recommendations.

The committee has considered a timetable for implementation of the revisions should the senate move forward expeditiously with approval of the recommendations. Below is the implementation plan.

- The changes would become effective fall 1993.

Returning students would have the following timetable in effect:

- If a student enters the 1993 fall semester on probation and does not meet the academic retention standard, the student will be given a grace semester (1994 spring semester) to meet the required grade point average. The student will remain on probation until the end of the spring semester at which time the he or she will either meet the retention grade point average and become a student in good academic standing or be suspended if the retention standard is not met.

Committee members will be available to answer questions and provide supporting data and other rationale as the senate debates the content of the report.

If you have any questions about this cover memorandum or any of the attached material, please call Dave Watkins, committee chair.

cc: Richard R. Eakin
Marlene Springer

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