



LP

Faculty Senate
140 Rawl Annex

919-757-6537
FSLEE@ECUVM1

October 22, 1992

Dr. Richard Eakin, Chancellor
East Carolina University
Spilman Building

Dear Chancellor Eakin:

On October 13, 1992, the Faculty Senate adopted, for your consideration, the following resolutions:

#92-26 Amendments to the recently revised Appendix D: Tenure Policies and Regulations of East Carolina University document reference to election of appellate committees (attachment 1).

Also included with attachment 1 is a complete approved copy of Appendix D reflecting your approval prior to the Board of Trustees' meeting.

#92-27 Amendment to Appendix A: Faculty Senate Bylaws (page A-10, Section III.E.) reference to election of appellate committees (attachment 2).

#92-28 Revisions to the School of Medicine Unit Code, Section VI: Amendments (attachment 3).

Thank you for your consideration of the above mentioned resolutions.

Sincerely,

John Moskop
Chair of the Faculty

:lal

pc: Marlene Springer
Vice Chancellor for Academic Affairs

attachments



October 26, 1992

Office of the Chancellor
103 Spilman
919-757-6212

Dr. John Moskop, Chair
Faculty Senate
East Carolina University

Dear Professor Moskop:

I am pleased to approve Resolutions #92-26 through #92-28 that were adopted by the Faculty Senate at the October 13, 1992 meeting.

Sincerely,

Richard R. Eakin
Chancellor

RRE/ra

cc: Marlene Springer

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

EAST CAROLINA UNIVERSITY FACULTY SENATE
FULL MINUTES OF OCTOBER 13, 1992

The second regular meeting of the Faculty Senate for academic year 1992/1993 was held on Tuesday, October 13, 1992, at 2:10 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 Faculty Senate minutes of September 15, 1992, were approved as written.

Agenda Item III. Special Order of the Day

A. Roll Call

Members absent were: VCSL Matthews, VCHS Hallock, FA Rep. Wilson, Singhas (Biology), McGee (Continuing Education), Atkeson and Dennard (History).

Alternates present were: Chestang for Hankins (Geography), McMillen for Pories (Medicine), and Kledares for Griffin (Social Work).

B. Announcements

1. The Chancellor has approved resolutions #92-23 through #92-25, from the September 15, 1992, Faculty Senate meeting.
2. The East Carolina University Quiz Bowl will be held on Saturday, February 20, 1993, in the General Classroom Building. Volunteers for this Bowl will receive service project credit. If you are interested in being a judge or moderator for this event, please call Michele McDevitt at #757-6072. Further information about the ECU Quiz Bowl is available in the Faculty Senate office.
3. Special thanks to the Faculty Senate Alternates who served as Tellers for the Appellate Committee elections: Joe Ciechalski (Education), David Mulls (Aerospace), and Ernie Phelps (Communications).
4. The 1992-1993 Faculty Salary Listing is available for review in the Faculty Senate office.
5. The Research/Creative Activity and Teaching Grant Proposal applications are now available in the Faculty Senate office. The deadline for these applications is Tuesday, December 1, 1992. Together the Research/Creative Activity and Teaching Grants Committees are conducting information sessions on Tuesday, November 10 and Wednesday, November 11, 1992, from 3:00 to 5:00 in Rawl #130. All faculty members interested in applying for a grant or stipend are urged to attend one of the two information sessions.

C. Richard Eakin, Chancellor

The Chancellor's remarks comprised a detailed response to the issue of air quality in the General Classroom Building (GCB), which was raised by Harris (Foreign Languages) at the September meeting of the Faculty Senate. Chancellor Eakin introduced Mr. Phil Lewis of the ~~Department~~ ^{Office} of Environmental Health and Safety, who reviewed the steps taken to date in response to complaints from those working in the GCB concerning the air quality. His office consulted with the North Carolina Department of Health and Environmental Resources (DHER), which distributed questionnaires to some who work in the GCB. On the first of September DHER performed an indoor air

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quality survey, checking specifically for carbon dioxide levels inside the building, an indicator of the amount of fresh air entering the building. Mr. Lewis noted that the preliminary results indicated carbon dioxide levels well above normal. Since that time adjustments have been made to the ventilation system in the GCB to introduce more fresh air into the building. Mr. Lewis reported that levels have decreased, but not to a level that is satisfactory. He noted that he is still awaiting the final report and recommendations from DHER, but that further adjustments were being made to bring more fresh air into GCB.

D. Vice Chancellors' Reports

Dr. Marlene Springer, Vice Chancellor for Academic Affairs, stated that she did not have any formal remarks but was available for questions.

E. Dave Hart, Director of Athletics

Dave Hart reported on the growth and success of the Student Development Program as reflected in the organization of the Student Athlete Convocation, and the leadership of the Student Athlete Advisory Council. As evidence of the prominence of this program, Mr. Hart noted that Clemson University had recently consulted with him and Ms. Pam Overton regarding the overall Student Development Program and particularly the Breakfast of Champions program. Mr. Hart also reported that the Athletic Department had completed the NCAA certification program, noting that ECU was among thirty-five institutions participating in the pilot certification program. Finally, Mr. Hart reported on graduation rates of student athletes and compared ECU's rate with several other institutions of interest. Of particular note are those with graduation rates below ECU's (62%): NCSU (47%); Miami (50%); Georgia (36%); Texas (27%). The complete list is available from the Faculty Senate office.

F. Patricia Campbell, Faculty Assembly Report

Patricia Campbell (Education) presented a summary of the September 18, 1992, Faculty Assembly meeting. A complete report is available for review in the Faculty Senate office.

Agenda Item IV. Unfinished Business

Faculty Governance Committee, Gene Hughes

Gene Hughes (Business), Chair of the Committee, presented the following amendments to the recently revised Appendix D: Tenure Policies and Regulations of East Carolina University:

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."

There was no discussion of the proposed amendments. The amendments to the recently revised Appendix D: Tenure Policies and Regulations of East Carolina University were approved (Resolution #92-26).

Agenda Item V. Report of Committees

A. Committee on Committees

Caroline Ayers (Chemistry), Chair of the Committee, presented the second reading of the following amendment to the Faculty Senate Bylaws (page A-10, Section III.E.) to allow for the suspension of rules and postponement of the Appellate Committee elections, if necessary.

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.

There was no discussion of the proposed amendment. The amendment to the Faculty Senate Bylaws (page A-10, Section III.E.) was approved (Resolution #92-27).

Anderson (Education) moved to suspend the Faculty Senate Bylaws, Section III, E. to allow for the election of appellate committees. The motion passed.

Ayers then presented the slate of nominees to fill vacancies on the three Appellate Committees. Elections were held with nominees not elected to a regular position being nominated for an alternate position on the committee.

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The results were as follows:

<u>Due Process Committee</u> (1994 Terms)	<u>Ballots Cast</u>		
Regular Members			
Todd Savitt (Medicine)	21	24	38
Roy Denton (Social Work)	11	7	3
Trenton Davis (Allied Health Sc.)	39		
Greg Ross (Philosophy)	19	19	8

Trenton Davis and Todd Savitt were elected to fill vacancies on the Due Process Committee as regular members.

<u>Due Process Committee</u> (1994 Terms)	<u>Ballots Cast</u>		
Alternate Members			
Ralph Scott (Academic Lib. Svcs.)	17	17	25
Larry Means (Psychology)	22	27	
Calvin Mercer (Philosophy)	16	12	4
Sal DeMarco (Allied Health Sc.)	11	4	2
Greg Ross (Philosophy)	17	16	9
Roy Denton (Social Work)	12	12	3

Larry Means and Ralph Scott were elected to fill vacancies on the Due Process Committee as alternate members.

<u>Hearing Committee</u> (1995 Terms)	<u>Ballots Cast</u>		
Regular Members			
Conner Atkeson (History)	23		
Ivan Wallace (Education)	7		
Robert Fulghum (Medicine)	22		
James LeRoy Smith (Philosophy)	34		
Bob Hursey (Math)	16		
Artemis Kares (Academic Lib. Svcs.)	29		

James LeRoy Smith, Artemis Kares, and Conner Atkeson were elected to fill vacancies on the Hearing Committee as regular members.

<u>Hearing Committee</u> (1995 Terms)	<u>Ballots Cast</u>		
Alternate Members			
Greg Lapicki (Physics)	21	31	
Martin Schultz (For. Languages)	19	11	
James Markello (Medicine)	20	29	
Fred Ragan (History)	20	22	
Ivan Wallace (Education)	10	1	
Robert Fulghum (Medicine)	17	5	
Bob Hursey (Math)	21	27	

Greg Lapicki and James Markello were elected to fill vacancies on the Hearing Committee as alternate members with 1995 terms. Bob Hursey was elected to fill an unexpired 1993 term.

<u>Reconsideration Committee</u> (1995 Terms)	<u>Ballots Cast</u>		
Regular Members			
Bill Grossnickle (Psychology)	19		
Richard McCarty (Philosophy)	9		
Connie Kledaras (Social Work)	26		
Carol Pendergrast (Theatre Arts)	21		

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Connie Kledaras and Carol Pendergrast were elected to fill vacancies on the Reconsideration Committee as regular members.

<u>Reconsideration Committee (1995 Terms)</u>	<u>Ballots Cast</u>
Alternate Members	
Jim Pinkney (Education)	21
Fred Parham (Chemistry)	20
Nicholas Georgalis (Philosophy)	4
Richard Miller (Philosophy)	11
Bill Grossnickle (Psychology)	14
Richard McCarty (Philosophy)	5

Jim Pinkney and Fred Parham were elected to fill vacancies on the Reconsideration Committee as alternate members.

B. Teaching Effectiveness Committee

David Lawrence (Geology), Chair of the Committee, presented the committee report. He called on Gallagher (Human Environmental Sciences) who gave a history of the Alumni Teaching Awards selection process and the proposed revisions. Lawrence then outlined the revised selection procedures (attachment 3 of the October 13, 1992, Faculty Senate agenda). Chair Moskop clarified that the Committee sought the endorsement of the Faculty Senate for these procedures.

Discussion began with questions concerning the sample provided of the "Alumni Teaching Awards Summary Form." During the response to questions from Bell (Education) it became clear that the Summary Form was not a part of the committee recommendation, having not been approved by the committee. It was a sample of the type of form referred to in item I.E., which might be used to summarize information. Chair Moskop clarified that the committee is asking for the Senate's endorsement of page one only, with the sample form considered for information only.

The discussion shifted to the report of the committee. Referring to Item 1 of the report, questions were raised by Holte (English) about the assumption of a connection between grade distributions and effective teaching. McPherson (Industry & Technology) reported concerns within his unit about the use of grade distributions, noting that the level of the course impacts the grade distribution significantly. He also questioned the impact of item 1. B., particularly the language "if available," pointing out that the evaluation would then be a comparison of some candidates with peer evaluations and others without them. He also raised questions about item 1. D., suggesting that two letters from former students was insufficient.

Thompson (Political Science) asserted an implied contradiction between items 1 and 2, pointing out that item 1 calls for action by the candidate (implying self-nomination) while item 2 refers to actions by units (implying nominations from units). He recommended changing the report requiring that units be responsible for turning in nominations by November 15, each unit then being free to develop its own process for arriving at those nominations it forwards. Additionally, he recommended that a nomination letter be required from the unit administrator outlining the procedures used within the unit to arrive at the nominees. This letter would allow the opportunity for including any other information or materials which each unit might judge to be important to the evaluation of a candidate.

Capen (Business) questioned the use of Faculty Senate Resolution #91-29,

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"Seven Characteristics of Effective Teaching," (items 2 and 3) concerning the weighting assigned by evaluators to each of the seven characteristics. Farr (English) reiterated this point and compared the proposed procedures to a teacher who gives many tests and assignments but fails to tell the students what weight will be given to each in the final analysis.

Regarding Item 5, Holte (English) noted that certain types of teaching might prove more effective than others when evaluated using a videotape. McPherson (Industry & Technology) also commented on this item, questioning the value of only twenty minutes of taping, as well as the issue of evaluating "acting" over teaching. Thompson (Political Science) commented that this was a lot of video tape but no segment long enough to provide adequate differentiation among the twelve finalists. He recommended removing item 5, and beginning a separate project to selectively videotape master teachers across campus to provide a resource for teaching effectiveness. Capen (Business) recommended using personal interviews with finalists in place of the videotape format. McPherson (Industry & Technology) argued that the process should be focused more directly on student input. To gain input on teaching quality, he recommended conducting interviews with former students who have graduated.

Bissinger (Physics) and Farr (English) reported that the procedures seemed too cumbersome to some members of their units. Graham (Psychology) also echoed this objection, noting additionally that the workload on this committee is potentially great. He suggested simplifying the process until the finalists were decided.

Speaking in favor of the report, Gallagher (Human Environmental Sciences) compared the work load to that of other faculty committees responsible for giving out awards, specifically the Research and Creative Activity Committee. She also noted that in the current procedures decisions are sometimes made upon the strength or weakness of a nominating letter only. She also defended the self-nominating procedure as a way to avoid some of the political dangers of the procedures.

Also supporting the report, Reiser (Sociology & Anthropology) suggested that the recommendation letters referred to in 1. D. should be limited to a specified number to avoid giving unfair weight to quantity. She also recommended the requirement of a letter from each nominee outlining the individual's teaching philosophy. She also asserted that the committee report represented a distinct improvement over the current procedures.

In response to portions of the discussion, Dr. Springer reiterated her support for the committee's report. She reminded the Senate that as it is currently administered, several units across campus refuse to submit nominees for the award and also lamented the fact that the teaching award is not held in higher esteem across the campus. She noted that the report is an amalgamation of ideas and that it should be understood as a whole, not separated and criticized in pieces. Finally, she asserted that the current system is flawed and that this report is a much needed improvement.

Thompson (Political Science) moved that the Senate return the document to the Teaching Effectiveness Committee for consideration of the various comments made during the meeting and bring the report back to the Senate at its November meeting. The motion was seconded.

Gallagher (Human Environmental Sciences) spoke against the motion to refer

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to committee, pointing out that if there is further delay the current procedures will be used again this year. Bailey (Parliamentarian) raised a point of information that the committee is free to use the current procedures, or to implement its report, as it is responsible in this case to the alumni. The original motion is for the Senate's endorsement only.

The motion to send the revised Selection Procedures for the Robert and Lina Mays and Robert L. Jones Alumni Teaching Excellence Awards back to the Committee for consideration of the various comments made during the meeting and bring the report back to the Senate at its November meeting was passed.

C. Unit Code Screening Committee

Don Sexauer (Art), Chair of the Committee, presented the amendment to the School of Medicine Unit Code. There was no discussion to the proposed amendment. The amendment to the School of Medicine Unit Code was approved (Resolution #92-28). Please refer to the list of resolutions, at the end of this report, for the full amendment to the School of Medicine Unit Code.

D. Ad Hoc Committee on Academic Regulations

Dave Watkins (Associate Vice Chancellor), Chair of the Ad Hoc Committee, presented the revised Academic Regulations: Section 5 of the Undergraduate Catalog. The presentation began with a brief review of the work of the committee. The published summary which was available to Faculty Senators is available for review in the Faculty Senate office. Chair Moskop recommended approaching discussion of the document page by page.

Taggart (Music) asked for information regarding the rationale for changes to the drop policy. Watkins and Moore responded by pointing to the current problem of students being unable to register for classes needed for graduation, because seats are filled by other students who decide to drop, but who make that decision after it becomes impossible to add another student into the class.

Chenier (Allied Health) moved the following amendment to page 3, line 21, following the period: "This provision shall not preclude a student from dropping a course the calendar day following a course's initial meeting." The motion was seconded. The motion passed.

Harris (Foreign Languages) recommended an editorial change to page 3, line 23, replacing the word "input" with "enter." Without objection, the editorial change was adopted.

Farr (English) raised a question about page 3, line 38-39, and its impact on situations involving racial and sexual harassment. She pointed out that there may be situations in which the student wishes to drop a course for these reasons but does not wish to go through the formal procedure for a grievance. Muller (Undergraduate Studies) pointed out that her office deals with these issues every semester, and that procedures are in place to work with departments in these situations.

Thompson (Political Science) voiced general agreement with the changes proposed, but indicated that he still felt that one week was not an adequate time frame for students to decide to drop or not to drop. He also raised the issue of giving adequate evaluation from the instructor before the drop date. Muller (Undergraduate Studies) responded that the policy of giving evaluations before the drop date would not be a part of expectations under the new regulations. She also pointed out that the proposed policy requires

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a greater commitment from the students.

Gallagher (Human Environmental Sciences) moved to strike the sentence which begins on page 3, line 26: "The total hours for which a student is registered after the transaction(s) must meet or exceed the total hours for which he or she is registered prior to the transaction(s) on the add day." The motion was seconded. On a voice vote the Chair ruled that the motion failed. Graham (Psychology) called for a division of the house. The motion failed: 16 for, 21 against.

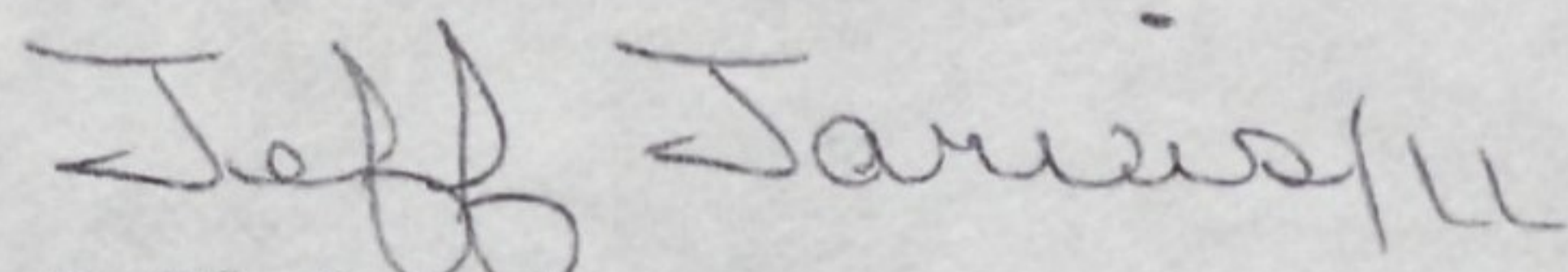
Gallagher (Human Environmental Sciences) moved to insert "unit administrator and" into page 3, line 37 following the words "permission of." The motion was seconded. Thompson (Political Science) asked for the rationale behind the motion. Gallagher responded that the unit administrator was closest to the situation and should be able to access appropriate information needed to make a decision. McPherson (Industry & Technology) questioned the capacity of the Office of Undergraduate Studies to handle these types of decisions. Muller (Undergraduate Studies) responded that currently all requests are handled thoroughly and adequately. She also asserted the importance of maintaining a consistent policy across campus. Bell (Education) pointed out that situations of racial or sexual harassment present difficulties to the student in going to a unit administrator. Thompson (Political Science) admitted that as a unit administrator he did not wish to see these requests. The motion failed.

Ayers (Chemistry) moved to add to the end of page 3, line 46, the following sentence: "A "W" (withdrawal) will appear on the student's transcript for the course dropped after the close of the registration period." The motion was seconded. Worthington (Medicine) and Givens (Allied Health) spoke against the motion, fearing that this would unduly penalize some students. Ayers responded that the motion neither punishes nor rewards, but simply makes the transcript an accurate record of the student's academic career. McMillen (Medicine) speaking in favor of the motion, referred to the effect of a series of "W's" on a transcript on graduate or professional school admissions officers. Thompson (Political Science) argued against the motion on the grounds that such assumptions were unfair to the students. McPherson (Industry & Technology) noted specific scenarios in which circumstances would create problems. Karns (Business) spoke in favor of the motion. After an inconclusive voice vote, the Chair called for a division of the house. The motion failed: 16 for, 17 against.

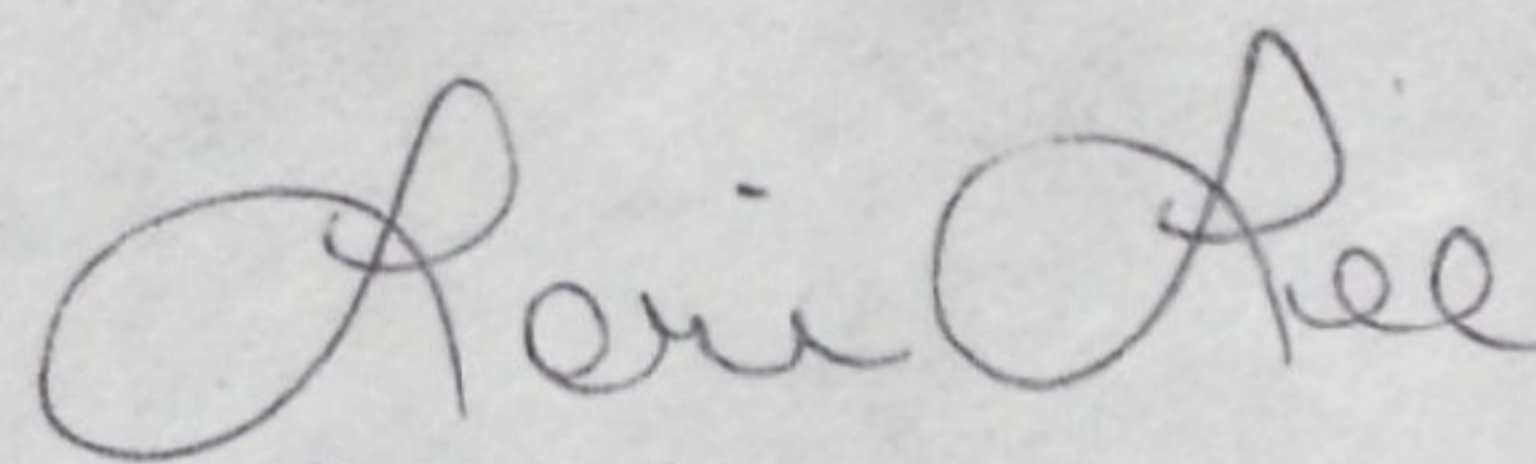
The Faculty Senate will continue discussion of the proposed revisions to Academic Regulations: Section 5 of the University Catalog on Tuesday, November 3, 1992.

The meeting adjourned at 5:14 pm.

Respectfully submitted,



Jeff Jarvis
School of Music
Secretary of the Faculty



Lori Lee
Faculty Senate Secretary

RESOLUTIONS PASSED AT THE OCTOBER 13, 1992, FACULTY SENATE MEETING

#92-26 Amendments to the recently revised Appendix D: Tenure Policies and Regulations of East Carolina University document reference to election of appellate committees.

Disposition: Chancellor

#92-27 Amendment to Appendix A: Faculty Senate Bylaws (page A-10, Section III.E.) reference to election of appellate committees.

Disposition: Chancellor

#92-28 Revisions to the School of Medicine Unit Code, Section VI: Amendments.

Substitute Section VI: Amendments (page 16) 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.

#92-28 Revisions to the School of Medicine Unit Code (continued)

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.

Disposition: Chancellor

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**EAST CAROLINA UNIVERSITY FACULTY SENATE
EXECUTIVE MINUTES OF OCTOBER 13, 1992**

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

The Faculty Senate minutes of September 15, 1992, were approved as written.

Members absent were: VCSL Matthews, VCHS Hallock, FA Rep. Wilson, Singhas (Biology), McGee (Continuing Education), Atkeson and Dennard (History).

Alternates present were: Chestang for Hankins (Geography), McMillen for Pories (Medicine), and Kledares for Griffin (Social Work).

The Chancellor has approved resolutions #92-23 through #92-25, from the September 15, 1992, Faculty Senate meeting.

The East Carolina University Quiz Bowl will be held on Saturday, February 20, 1993, in the General Classroom Building. Volunteers for this Bowl will receive service project credit. If you are interested in being a judge or moderator for this event, please call Michele McDevitt at #757-6072. Further information about the ECU Quiz Bowl is available in the Faculty Senate office.

Special thanks to the Faculty Senate Alternates who served as Tellers for the Appellate Committee elections: Joe Ciechalski (Education), David Mulls (Aerospace), and Ernie Phelps (Communications).

The 1992-1993 Faculty Salary Listing is available for review in the Faculty Senate office.

The Research/Creative Activity and Teaching Grant Proposal applications are now available in the Faculty Senate office. The deadline for these applications is Tuesday, December 1, 1992. Together the Research/Creative Activity and Teaching Grants Committees are conducting information sessions on Tuesday, November 10 and Wednesday, November 11, 1992, from 3:00 to 5:00 in Rawl #130. All faculty members interested in applying for a grant or stipend are urged to attend one of the two information sessions.

Chancellor Eakin opened his remarks with a detailed response to the issue of air quality in the General Classroom Building (GCB). Chancellor Eakin introduced Mr. Phil Lewis of the ~~Department~~^{Office} of Environmental Health and Safety, who reviewed the steps taken to date in response to complaints from those working in the GCB concerning the air quality. Mr. Lewis noted that he is still awaiting the final report and recommendations from DHER, but that further adjustments were being made to bring more fresh air into GCB.

Dr. Marlene Springer, Vice Chancellor for Academic Affairs, stated that she did not have any formal remarks but was available for questions.

Dave Hart, Director of Athletics, reported on the growth and success of the Student Development Program as reflected in the organization of the Student Athlete Convocation, and the leadership of the Student Athlete Advisory Council. He also reported on graduation rates of student athletes and compared ECU's rate with several other institutions of interest. The complete graduation list is available from the Faculty Senate office.

Patricia Campbell (Education) presented a summary of the September 18, 1992, Faculty Assembly meeting. A complete report is available for review in the Faculty Senate office.

FACULTY SENATE EXECUTIVE MINUTES OF OCTOBER 13, 1992

Page 2 of 4.

The following amendments to the recently revised Appendix D: Tenure Policies and Regulations of ECU were approved (Resolution #92-26):

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), replace the second sentence with:
"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), replace the sentence with:
". 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), replace the sentence with:
". 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."

The second reading of the proposed amendment to the Faculty Senate Bylaws (page A-10, Section III.E.) to allow for the suspension of rules and postponement of the Appellate Committee elections, if necessary, was approved (Resolution #92-27). Please refer to the list of resolutions, at the end of this report, for the full amendment to the Faculty Senate Bylaws.

Trenton Davis (Allied Health Sciences) and Todd Savitt (Medicine) were elected as regular members and Larry Means (Psychology) and Ralph Scott (Academic Library Services) were elected as alternate members on the Due Process Committee (1994 terms).

James LeRoy Smith (Philosophy), Artemis Kares (Academic Library Services), and Conner Atkeson (History) were elected as regular members and Greg Lapicki (Physics) and James Markello (Medicine) were elected as alternate members on the Hearing Committee (1995 terms). Bob Hursey (Math) was elected to fill an unexpired 1993 alternate term.

Connie Kledaras (Social Work) and Carol Pendergrast (Theatre Arts) were elected as regular members and Jim Pinkney (Education) and Fred Parham (Chemistry) were elected as alternate members on the Reconsideration Committee (1995 terms).

The revised Selection Procedures for the Robert and Lina Mays and Robert L. Jones Alumni Teaching Excellence Awards was sent back to the Teaching Effectiveness Committee for consideration of the various comments made during the meeting and bring the report back to the November 3, 1992, Faculty Senate meeting.

The proposed revisions to the School of Medicine Unit Code was approved (Resolution #92-28). Please refer to the list of resolutions, at the end of this report, for the full amendment to the School of Medicine Unit Code.

The proposed revised Academic Regulations: Section 5 of the Undergraduate Catalog was presented to the Senate. The proposed document is available for review in the Faculty Senate office. It was moved and passed to add the following sentence to page 3, line 21: "This provision shall not preclude a student from dropping a course the calendar day following a course's initial meeting." It was adopted, without objection, the editorial change to page 3, line 23, replacing the word "input" with "enter".

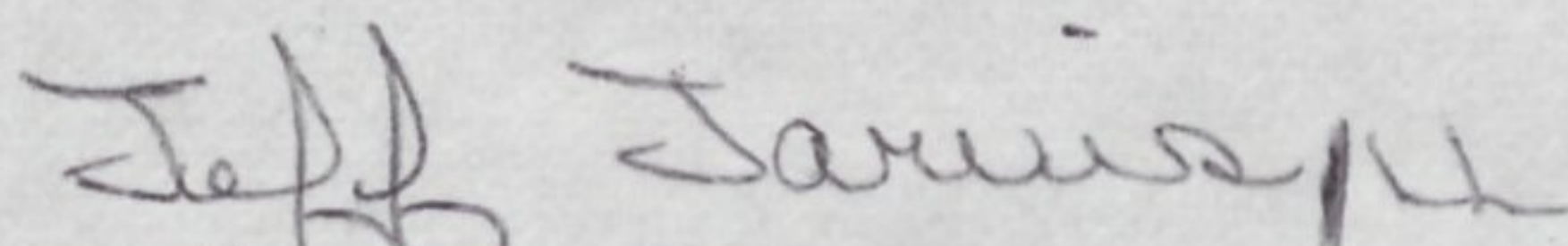
FACULTY SENATE EXECUTIVE MINUTES OF OCTOBER 13, 1992

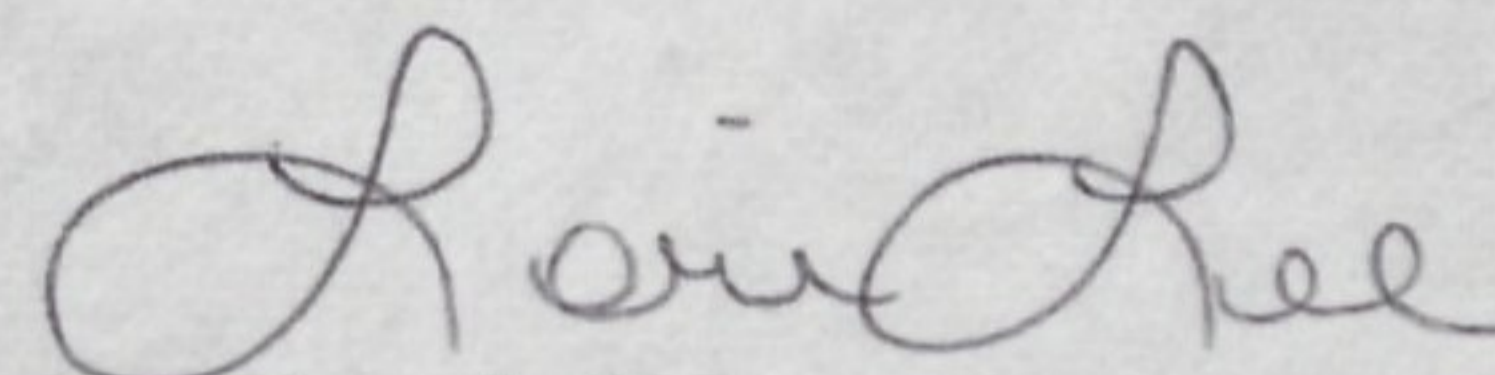
Page 3 of 4.

The Faculty Senate will continue discussion of the proposed revisions to Academic Regulations: Section 5 of the University Catalog on Tuesday, November 3, 1992.

The meeting adjourned at 5:14 pm.

Respectfully submitted,


Jeff Jarvis
School of Music
Secretary of the Faculty


Lori Lee
Faculty Senate Secretary

RESOLUTIONS PASSED AT THE OCTOBER 13, 1992, FACULTY SENATE MEETING

- #92-26 Amendments to the recently revised Appendix D: Tenure Policies and Regulations of East Carolina University document reference to election of appellate committees.
Disposition: Chancellor
- #92-27 Amendment to Appendix A: Faculty Senate Bylaws (page A-10, Section III.E.) reference to election of appellate committees.
Disposition: Chancellor
- #92-28 Revisions to the School of Medicine Unit Code, Section VI: Amendments.

Substitute Section VI: Amendments (page 16) 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

#92-28 Revisions to the School of Medicine Unit Code (continued)

- 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.

Disposition: Chancellor