

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 MARCH 30, 1993

The seventh regular meeting of the Faculty Senate for academic year 1992/1993 was held on Tuesday, March 30, 1993, 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 2:10 pm.

Agenda Item II. Approval of Minutes

The Faculty Senate minutes of February 23, 1993, were approved as written.

Agenda Item III. Special Order of the Day

A. Roll Call

Members absent were: VCAA Springer, VCHS Hallock, George (Aerospace), Finley and Gallagher (Human Environmental Sciences), and Pories (Medicine).

Alternates present were: O'Brien for Chenier (Allied Health Sciences), Killingsworth for Hughes (Business), Poe for McPherson (Industry and Technology), and Pokorny for Eason (Nursing).

B. Announcements

1. The Chancellor has **approved Resolutions** #93-5, #93-8, and #93-9 from the February 23, 1993, Faculty Senate meeting.
2. Academic and Faculty Senate **Committees' Annual Reports** are due in the Faculty Senate office by Friday, April 30, 1993.
3. Listed below are the **recipients for funding** of Research/Creative Activity Grants and Teaching Grants:

Research/Creative Activity - Summer Stipends

Michael Spurr (Math)	Geometric Construction and Symmetry.
Marti Engelke (Nursing)	Predictors of Maternal/Infant Interaction and Cognitive....
Jeffery Williams (English)	Packaging Theory: A Survey of Recent Anthologies of Literary Criticism....
Richard Miller (Philosophy)	Reality of the Possible: A Defense of Modal Realism.
Ronnie Smith (Math)	The Impact of Misrecognition in Spoken Human-Computer Dialog.
Charles Calhoun (History)	Congress and Republican Party Thought in the Late Nineteenth Century.
Terry Smith (Art)	Wood Finishes: Alternatives from Past to Present.
Susan Levine (History)	Equity under Cap and Gown: The American Association of University Women.
Lester Zeager (Economics)	Food Stamp Program vs. Nutrition Assistant Program: Implications....
Sandra Tawake (English)	Reading Pacific Island Fiction Cross-Culturally.
Myron Caspar (Chemistry)	Synthesis of a Cycloacene.
John Bishop (Economics)	Economic Policy and Income Inequality: An Analysis of the U.S. Experience....

Research/Creative Activity - Project Expense Grants

Britton Theurer (Music)	New Music for Trumpet and Orchestra.
Linda Darty (Art)	Creating a Series of Vessel Forms with Acid Etched, Enameled Surfaces.
David Lawrence (Geology)	Age, Temperature and Direction of Thrusting, Tincup, Colorado.
Robert Nida (HESc)	Children's Memory for a Personally Experienced Event: Implications....
Pat Pertalion (Theatre Arts)	Choreography Project: Asia Pacific Rim Dance.
Lucille Smith (HPERS)	Mechanisms Involved in the Rapid Training Effect Associated with Eccentric Exercise.
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Marsha Ironsmith (Psyc)	Social Networks in Preschool Children.

Teaching - Summer Stipends

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Bob Graham (Psychology)	Can Computerization of Course Content be Used to Improve Student Study Habits?
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Deborah Harrell (Nursing)	Development of a Workbook to Enhance Teaching/Learning in Parent-Child Nursing.
George Bailey (Philosophy)	Philosophical Theory in the Presentations of Artists, Critics, and Historians.

C. Richard Eakin, Chancellor

Dr. Eakin began his remarks by noting that he had spent the morning in Raleigh speaking to the General Assembly's Joint Committee on Education. He reported that as a result of the enrollment increase this year, his office is now able to release around one million dollars for various programs. The Chancellor noted that enrollment for next year is now projected at around 17,800, almost no increase from this year. This figure reflects fewer first time freshmen, down to around 2400 from 2860 this year, and an increase in transfer students. Also, it appears that the average SAT scores will increase by about 10-15 points.

Following his report, the Chancellor responded to questions. Capen (Business) raised a question of air quality in the General Classroom Building. She noted that in her area of the building there seemed to be no improvement since this issue was first raised. The Chancellor noted that efforts are ongoing to improve the quality. He stated that he would invite the University personnel working on this problem to the next meeting of the Senate to make a report and answer questions. Wilson (Faculty Assembly) raised a question about vacation days and Spring Break, asking the Chancellor to comment on this issue. Chancellor Eakin noted that across the university there are several different sets of internal rules affecting persons on extended contracts. He articulated the need to find an understanding of why there are differences from one area to the next, some of which may be justifiable. These differences need clarifying at the earliest possible time. The Chancellor noted that hopefully by the Fall this clarifying process would be complete.

D. Vice Chancellors' Reports

Dr. Marlene Springer, Vice Chancellor for Academic Affairs was out of town attending a professional meeting in Washington, DC.

Dr. James Hallock, Vice Chancellor for Health Sciences was out of town attending a session of the General Assembly in Raleigh.

Dr. Al Matthews, Vice Chancellor for Student Life, had no formal remarks but was available for questions.

E. Dave Hart, Director of Athletics

Mr. Hart began his remarks by extending congratulations to Coach Payne on the recent success of the men's basketball team. Responding to a question by Hough (Faculty Assembly), he outlined the breakdown of the ticket allocation for the NCAA tournament game with North Carolina at Chapel Hill.

F. Eddie Payne, Head Basketball Coach

Mr. Payne spoke of his pride at being a part of the university and the rewards which came to the men's basketball team as a result of much hard work during the months of January and February. At the conclusion of his remarks the Faculty Senate extended Mr. Payne a round of applause for the basketball team's CAA Tournament Championship.

G. Henry Ferrell, Chair, Parking and Traffic Policy Committee

Professor Ferrell referred to the recently adopted long range plan for the campus, which is on reserve in Joyner Library. The general effect of this plan on the academic campus will be a gradual reduction in the number of available parking spaces. The plan refers to a series of parking zones which could carry different fees depending on the location of the area. Ferrell reported the impending loss of 250 parking spaces west of Mendenhall Student Center when the Student Recreational Facility begins to go up. The plan calls for the development of a series of bus shuttles running through the campus every 10-15 minutes, carrying people between the parking lots

located around Mingos Coliseum and the east campus.

Clark (Theatre Arts) asked why there is no sliding scale for parking fees? Ferrell responded that the history of this campus was to register automobiles, not people and that the equitable solution at this time was to have no sliding scale. Sexauer (Art) noted that other universities register parking spaces to faculty through a plastic badge that hangs on a car mirror. Ferrell noted that this system offers more potential for abuse. Capen (Business) asked about the possibility of restricting freshman parking. Ferrell noted that this is not as great a problem as it used to be, with specific lots for freshman parking only. Winstead (Health Sciences Library) asked about the effect on those faculty who live in the neighborhoods near to the University. Ferrell noted that with a fully functioning shuttle system, those who now park on city streets will have more incentive to use ECU parking lots for access to the shuttle system. Singhas (Biology) asked about the monies generated through increased parking fees over the past few years. Ferrell responded that it seemed prudent to wait to spend these monies until the long range plan was in place. He noted that the money is still in the bank.

H. Approval of the Spring 1993 Graduation Roster

Joyce (Physics) moved to approve the Spring 1993 Graduation Roster, subject to the candidates' successful completion of their degree requirements to be determined by the Registrar. The motion passed (**Resolution #93-10**).

Agenda Item IV. Unfinished Business

There was no unfinished business to come before the Faculty Senate.

Agenda V. Report of Committees

A. Committee on Committees

Caroline Ayers (Chemistry), Chair of the Committee, presented the second reading of a proposed new academic committee charge entitled Writing Across the Curriculum Committee. The new committee charge was approved as presented (**Resolution #93-11**). Please refer to attachment 1 at the conclusion of this document for the full charge.

B. Calendar Committee

Jim Tracy (Allied Health Sciences), Chair of the Committee, presented the proposed Summer 1995, Fall 1995, and Spring 1996 University calendars. Farr (English) commented on the shortening of the Christmas break during this academic year. The University calendars were approved as presented (**Resolution #93-12**). Copies of the approved calendars, pending publication, are available in the Faculty Senate office or electronically through FSONLINE.

C. Educational Policies and Planning Committee

Worth Worthington (Medicine), Chair of the Committee, presented the report and Committee recommendations on the Impact of Enrollment Increases on Educational Quality. Smith (Philosophy) and Wilson (Sociology/Anthropology) fielded questions in reference to the report. The report, with its recommendations, was approved (**Resolution #93-13**). A copy of the full report is available for review in the Faculty Senate office. Please refer to attachment 2 at the conclusion of this document for the committee's recommendations.

D. Curriculum Committee

Bill Grossnickle (Psychology), Chair of the Committee, presented the Undergraduate Curriculum Committee report of February 11, and February 25, 1993. The report was approved as distributed (**Resolution #93-14**).

E. Faculty Governance Committee

Tinsley Yarbrough (Political Science), Chair of the Committee, presented several items to the Faculty Senate. Before consideration of the first item, Hough (Faculty Assembly) requested a ruling from the Chair about the effective dates of the revisions to Appendix A and the By-Laws of the Faculty Constitution. The Chair ruled that since there were no changes in the By-Laws which were contingent on changes to Appendix A, the proposed By-Laws would take effect upon approval. Following this discussion, Yarbrough presented the first recommendation, concerning the apportionment of the Faculty Senate that read:

"That the Faculty Governance Committee be charged to review the current apportionment of the Faculty Senate and present its recommendations to the Faculty Senate no later than the Faculty Senate's March 29, 1994, meeting."

This recommendation was approved (**Resolution #93-15**).

Professor Yarbrough then presented the first reading of the proposed revised Appendix A: Faculty Constitution of ECU. Daugherty (Math) raised a question about the membership and voting status of an officer elected from outside of the Senate. After some discussion about the reasoning behind the proposed change, Bailey (Parliamentarian) informed the Senate that an officer so elected from outside the body would not have voting privileges, unless Appendix A is amended to designate such an officer as an ex officio member of the Senate.

Taggart (Music) moved to amend the document on page A-3, lines 51 and 52 by changing the sentence beginning on line 51 to read: "All full-time, permanently tenured faculty are eligible to serve as Chair or Vice-Chair of the Faculty." and to add following this sentence: "All full-time faculty members of East Carolina University in at least their second year of appointment are eligible to serve as Secretary of the Faculty." The motion to amend was seconded and carried.

The proposed revisions to Appendix A will be presented and acted upon by the Faculty Senate at the April 20, 1993, meeting. If approved, the General Faculty will act upon the revised document at the Fall Convocation scheduled for Thursday, August 19.

Professor Yarbrough then presented the first reading of the proposed revised By-Laws of the Faculty Constitution of ECU. Hough (Faculty Assembly) moved to amend the document on page A-9, lines 56-59 by deleting the sentence beginning "Service on a single academic. . ." The motion was seconded. Hough noted the difficulties in recruiting faculty to serve on committees, as well as the need to take advantage of the experience and expertise of those who are willing. Thompson (Political Science) spoke against the motion, noting that there is a perception that certain committees are "locked up" and not open to new members. Yarbrough noted that the Faculty Governance Committee was motivated by concerns over the need for increased diversity on Senate committees. Glascoff (HPERS) spoke in favor of the motion, reminding Senators that committees are elected and that if a change is desired it may be affected in that way. Following the discussion, the motion failed.

Hough (Faculty Assembly) moved to amend the document on page A-9, line 59, adding the following sentence: "Provisions of this exclusion shall not affect any present committee members who wish to seek additional terms." Hough noted that this was the practice known as "grandfathering." Farr (English) and Jarvis (Music) noted that the revision allows a member to return to a committee after a one year absence. Following the discussion, the motion failed.

The proposed revisions to the By-Laws of the Faculty Constitution of ECU will be presented and acted upon by the Faculty Senate at the April 20, 1993, meeting.

Professor Yarbrough then presented the first reading of the proposed revised Appendix L: East Carolina University Code. Chancellor Eakin moved to amend page 4, line 43, to change 1996-1997 to 1993-1994. Eakin stated that if such a self-evaluation was to be done, the best time to conduct such a study is 1993-1994, to better inform Strategic Planning decisions to be made in 1994-1995. Following discussion, the motion carried.

The proposed revisions to Appendix L: ECU Code will be presented and acted upon by the Faculty Senate at the April 20, 1993, meeting. If approved, the document will be forwarded to Chancellor Eakin.

Bailey (Parliamentarian) informed the Senate that the only types of amendments permitted at the next meeting (without postponing a vote for approval to another meeting) are amendments that decrease the amount of change created by the proposed revisions to the current appendices and by-laws.

Agenda VI. New Business

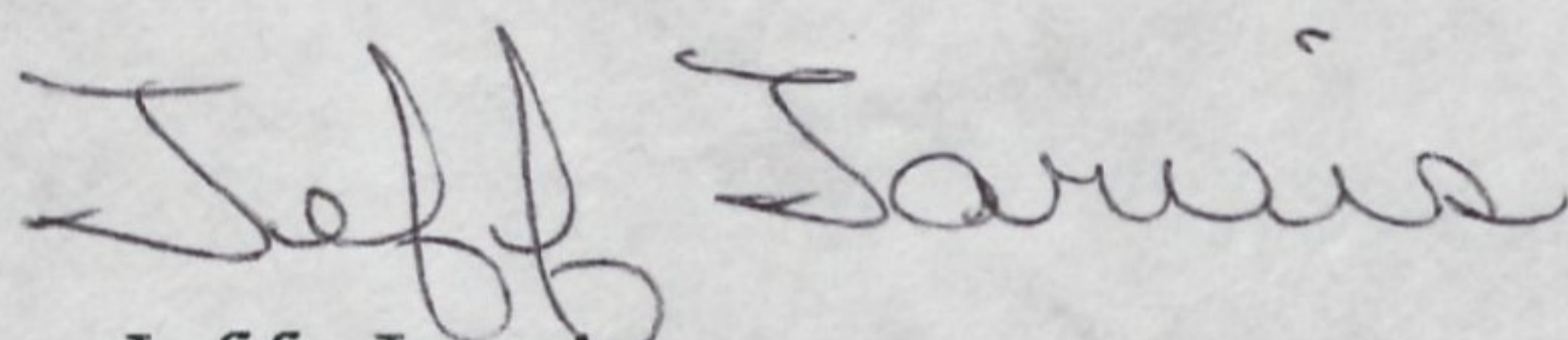
Larry Hough (Political Science) presented the proposed revision to Section 5: Academic Regulations of the Undergraduate Catalog (page 55). The revision would be to:

1. Delete the last full paragraph under the section headed "DOUBLE OR SECOND MAJOR."
2. Add the following paragraph at the end:
"A student may choose to earn simultaneously two degrees (e.g. BA and BS or BS and BFA, etc). General education requirements for one degree may be used to satisfy the general education requirements for the second degree. However, all other degree requirements, including a foreign language, must be met."

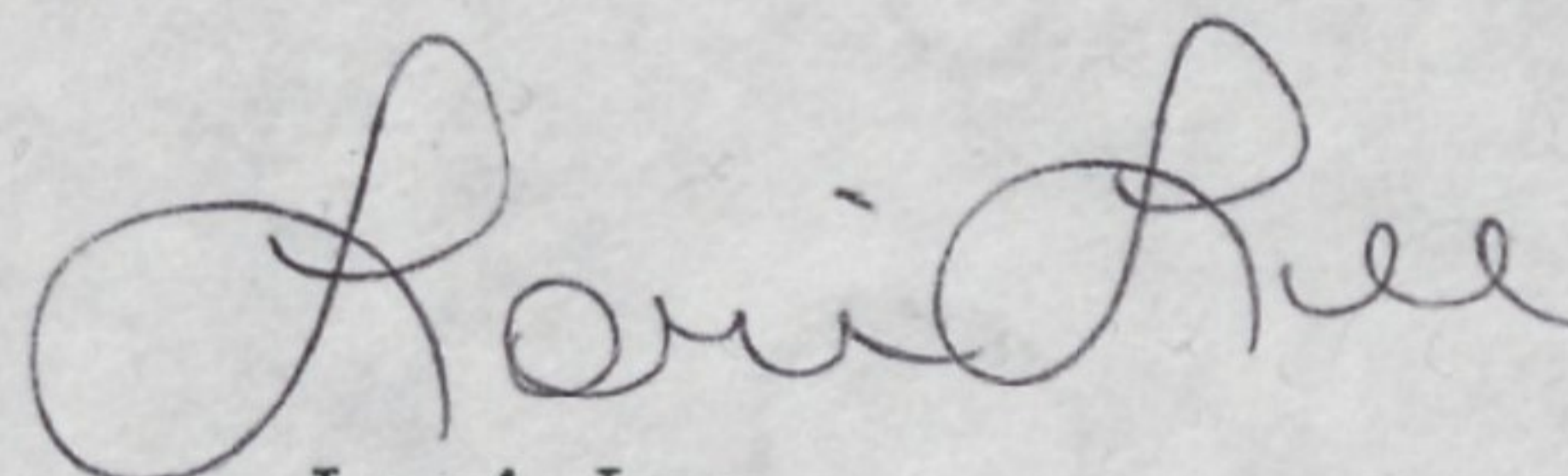
The proposed revision to Section 5: Academic Regulations of the Undergraduate Catalog (page 55) was approved (**Resolution #93-16**).

The meeting adjourned at 4:40 pm.

Respectfully submitted,



Jeff Jarvis
School of Music
Secretary of the Faculty



Lori Lee
Faculty Senate Secretary

RESOLUTIONS PASSED AT THE MARCH 30, 1993, FACULTY SENATE MEETING

- #93-10 Approval of the Spring 1993 Graduation Roster, subject to the candidates' successful completion of their degree requirements to be determined by our distinguished Registrar.
Disposition: Chancellor
- #93-11 Writing Across the Curriculum Committee Charge (attachment 1)
Disposition: Faculty Senate
- #93-12 Summer 1995, Fall 1995, and Spring 1996 University Calendars. (Copies of the approved calendars, pending publication, are available in the Faculty Senate office or electronically through FSONLINE.)
Disposition: Chancellor
- #93-13 Report and Recommendations on the Impact of Enrollment Increases on Educational Quality (attachment 2)
Disposition: Chancellor
- #93-14 Undergraduate Curriculum Committee Report of February 11, and February 25, 1993.
Disposition: Chancellor
- #93-15 Recommendation that the Faculty Governance Committee be charged to review the current apportionment of the Faculty Senate and present its recommendations to the Faculty Senate no later than the Faculty Senate's March 29, 1994, meeting.
Disposition: Faculty Governance Committee
- #93-16 Revision to Section 5: Academic Regulations of the Undergraduate Catalog (page 55):
1. Delete the last full paragraph under the section headed "DOUBLE OR SECOND MAJOR."
2. Add the following paragraph at the end:
A student may choose to earn simultaneously two degrees (e.g. BA and BS or BS and BFA, etc). General education requirements for one degree may be used to satisfy the general education requirements for the second degree. However, all other degree requirements, including a foreign language, must be met.
Disposition: Chancellor

FACULTY SENATE FULL MINUTES

March 30, 1993

attachment 1.

Resolution #93-11

WRITING ACROSS THE CURRICULUM COMMITTEE CHARGE

1. Name: Writing Across the Curriculum Committee

2. Membership:

8 faculty members, each representing a different academic unit, and 2 student members. Ex officio member (with vote): The Chair of the Faculty. Ex officio members (without vote but with all other parliamentary privileges): The Chancellor, Vice Chancellor for Academic Affairs, Vice Chancellor for Health Sciences, Director of the Writing Across the Curriculum Program, Director of Composition, and Director of the Writing Center.

3. Quorum: 5 elected members exclusive of ex-officio.

4. A. Committee Functions:

The Writing Across the Curriculum Committee works closely with the Director of the Writing Across the Curriculum Program, including:

1. recommending to the Faculty Senate policies and guidelines governing the development and offering of courses and seminars that are officially to be designated as writing-intensive courses;
2. recommending through the university's normal curriculum channels curriculum changes in the Writing Across the Curriculum Program;
3. advising the Director of the Writing Across the Curriculum Program on all aspects of the Program;
4. promoting the Writing Across the Curriculum Program;
5. reviewing the annual report of the Director of the Writing Across the Curriculum Program.

B. To Whom The Committee Reports:

The Committee reports its suggested policies, procedures, and criteria to the Faculty Senate. Curriculum matters are recommended to the Curriculum Committee.

C. How Often the Committee Reports:

The Committee reports to the Faculty Senate as often as necessary, but at least once a year.

D. Power Of the Committee To Act:

The Committee is empowered to request assistance from appropriate university officials in matters concerning the promotion of the Writing Across the Curriculum Program.

FACULTY SENATE FULL MINUTES

March 30, 1993

attachment 2.

Resolution #93-13

RECOMMENDATIONS ON THE IMPACT OF ENROLLMENT INCREASES ON EDUCATIONAL QUALITY

Recommendation #1: During the 1996-2000 five-year cycle of strategic planning, the University-wide Enrollment Management Implementation Planning Committee, or its equivalent, should recommend to the Chancellor specifically designated offices responsible for each enrollment management strategy or sub-strategy as well as recommend that clear designation of budgetary resources and coordinating authority be made.

Recommendation #2: Establish a permanent enrollment management council with selected representation from A&S, the professional schools, and Student Life, as well as ex officio membership [Admissions, Registrar, Undergraduate Studies, Graduate School, PIR, Chair of the Faculty, EPPC Chair, Admissions and Recruitment Committee Chair], and one faculty member elected at large by the Faculty Senate. The charge should include: to make recommendations on issues relating to the coordination of enrollment management on the undergraduate and graduate levels, including issues of physical plant adequacy, instructional resource analysis [including assessment of departmental student load limits], library and other educational support service resource analysis, course needs projections, use of the student data base, classroom space usage, and faculty workload analysis. This council should bring before the Faculty Senate matters appropriate for faculty review and advice prior to submitting related recommendations to the administration, and in any case, report at least once a year.

Recommendation #3: Decide at the Chancellor's level the reporting structure for a permanent council on enrollment management.

Recommendation #4: Bring an enrollment management consultant to campus to analyze and prepare a report on current enrollment management plans, polices, and practices.

Recommendation #5: Maintain an adequate method of course needs projection for each semester, coordinated through a council on enrollment management.

Recommendation #6: Ensure monitoring by the appropriate curriculum committee(s) of all department or school new course or program proposals for documentation of liaison with affected departments and schools regarding impact on enrollments.

Recommendation #7: Refine coordination further between Admissions, Arts and Sciences, Undergraduate Studies, and the Registrar's office whereby representatives of each office meet regularly and coordinate appropriate responses to enrollment projections and, in addition to the utilization of space mentioned in R2, space availability through the council on enrollment management.

Recommendation #8: Give regular attention at the Chancellor's level to projected faculty needs as a function of the projected student enrollment increases and in so doing attempt to shorten the time it takes to meet bona fide permanent instructional needs with permanent faculty appointments.

Recommendation #9: Designate classroom space utilization and quality of classroom space across the University as areas to which a council on enrollment management should give further and regular analysis. Further charge the council with assessing the effects of space utilization on "on time" graduation.

Recommendation #10: Continue efforts as a high priority to address library and laboratory resource/space needs at the University and take such limitations into account in analyzing enrollment projections for Fall 1993.

Recommendation #11: Continue work on defining and reporting faculty workload, including the use of what is often called "released time," with this being an area that a council on enrollment management should give further and regular analysis.

Recommendation #12: Develop further, among the appropriate vice chancellors and the dean of the graduate school, consistent with R8, above, a refinement of procedures related to the allocation of resources for instructional purposes with the goal of reducing so far as is appropriate the reliance on GTAs to meet permanent instructional needs.

Recommendation #13: Develop goals and means, among the appropriate vice chancellors, the dean of the graduate school, the Council of Deans and Directors, and the Graduate Council, for further development of resource use for the improvement of graduate education in ways other than in payment to graduate assistants for instructional services.

Recommendation #14: Ensure that there is, in the next five-year cycle of the University planning process, greater weighing, ranking, and linking of University goals, planning unit PFAs, and planning unit and subunit operational objectives.

Recommendation #15: Review and clarify at each administrative level and communicate to the faculty how unit and subunit priorities affect the faculty evaluation recommendation processes for reappointment, promotion, tenure, and salary increases.

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The Undergraduate Curriculum Committee report of February 11, and February 25, 1993 was approved as distributed (**Resolution #93-14**).

The recommendation that the Faculty Governance Committee be charged to review the current apportionment of the Faculty Senate and present its recommendations to the Faculty Senate no later than the Faculty Senate's March 29, 1994, meeting was approved as presented (**Resolution #93-15**).

Discussion was then held on the proposed revisions to Appendix A: Faculty Constitution of ECU, the By-Laws of Appendix A, and Appendix L: East Carolina University Code. It was moved and passed to amend the Appendix A (page A-3, lines 51 and 52) by changing the sentence beginning on line 51 to read: "All full-time, permanently tenured faculty are eligible to serve as Chair or Vice-Chair of the Faculty." and to add following this sentence: "All full-time faculty members of East Carolina University in at least their second year of appointment are eligible to serve as Secretary of the Faculty."

The proposed revisions to Appendix A will be presented and acted upon by the Faculty Senate at the April 20, 1993, meeting. If approved, the General Faculty will act upon the revised document at the Fall Convocation scheduled for Thursday, August 19.

There were no motions passed to revise the proposed By-Laws of the Faculty Constitution of ECU. This document will be presented and acted upon by the Faculty Senate at the April 20, 1993, meeting.

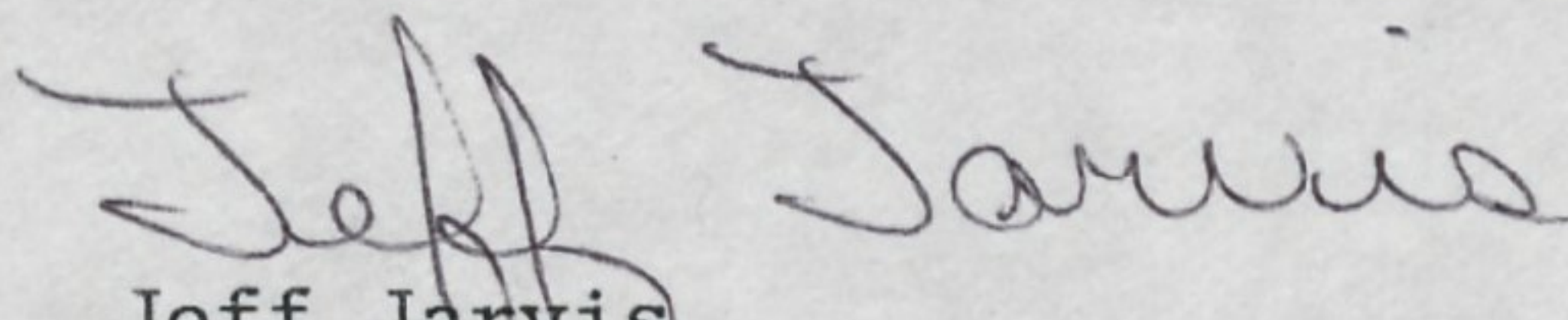
The proposed revised Appendix L: East Carolina University Code was presented with one motion being made and passed to amend page ~~4~~-4, line 43, to change 1996-1997 to 1993-1994. This document will be presented and acted upon by the Faculty Senate at the April 20, 1993, meeting. If approved, the document will be forwarded to Chancellor Eakin.

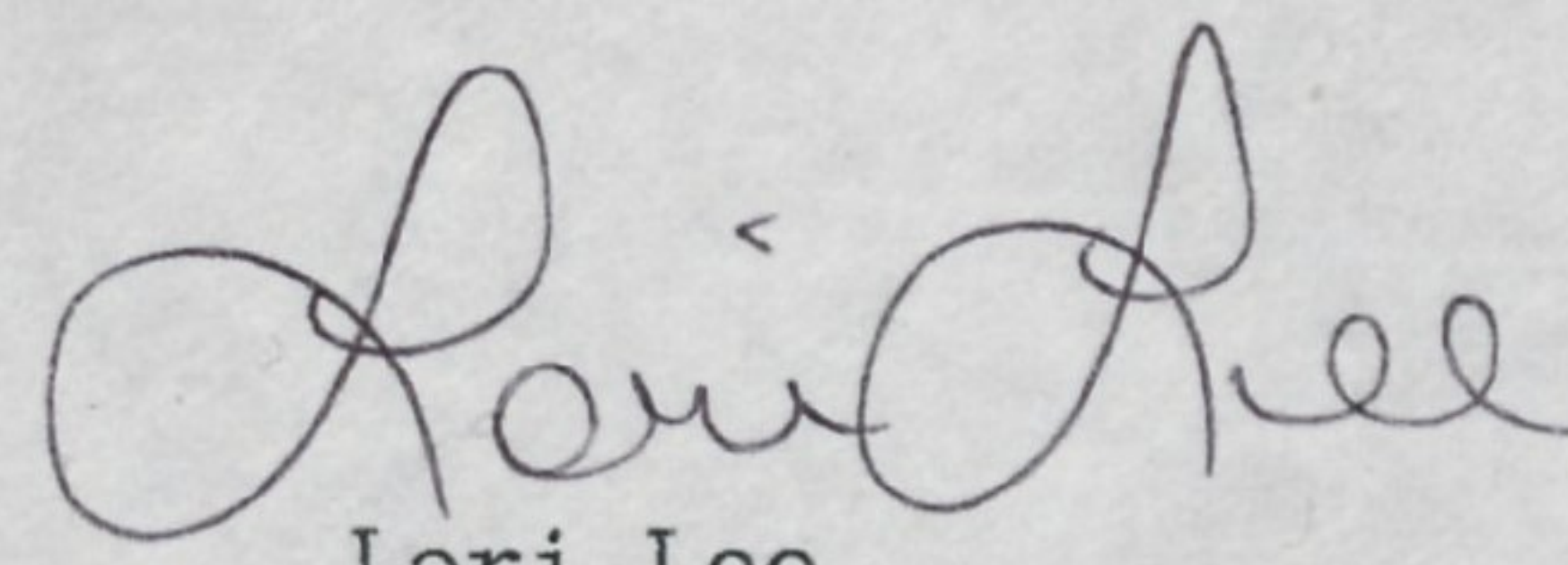
Bailey (Parliamentarian) informed the Senate that the only types of amendments permitted at the next meeting (without postponing a vote for approval to another meeting) are amendments that decrease the amount of change created by the proposed revisions to the current appendices and by-laws.

A revision to Section 5: Academic Regulations of the Undergraduate Catalog (page 55) was approved (**Resolution #93-16**). Please refer to the list of resolutions at the conclusion of this document for the revision.

The meeting adjourned at 4:40 pm.

Respectfully submitted,


Jeff Jarvis
School of Music
Secretary of the Faculty


Lori Lee
Faculty Senate Secretary

RESOLUTIONS PASSED AT THE MARCH 30, 1993, FACULTY SENATE MEETING

- #93-10 Approval of the Spring 1993 Graduation Roster, subject to the candidates' successful completion of their degree requirements to be determined by our distinguished Registrar.
Disposition: Chancellor
- #93-11 Writing Across the Curriculum Committee Charge (attachment 1)
Disposition: Faculty Senate
- #93-12 Summer 1995, Fall 1995, and Spring 1996 University Calendars. (Copies of the approved calendars, pending publication, are available in the Faculty Senate office or electronically through FSONLINE.)
Disposition: Chancellor
- #93-13 Report and Recommendations on the Impact of Enrollment Increases on Educational Quality (attachment 2)
Disposition: Chancellor
- #93-14 Undergraduate Curriculum Committee Report of February 11, and February 25, 1993.
Disposition: Chancellor
- #93-15 Recommendation that the Faculty Governance Committee be charged to review the current apportionment of the Faculty Senate and present its recommendations to the Faculty Senate no later than the Faculty Senate's March 29, 1994, meeting.
Disposition: Faculty Governance Committee
- #93-16 Revision to Section 5: Academic Regulations of the Undergraduate Catalog (page 55):
1. Delete the last full paragraph under the section headed "DOUBLE OR SECOND MAJOR."
2. Add the following paragraph at the end:
A student may choose to earn simultaneously two degrees (e.g. BA and BS or BS and BFA, etc). General education requirements for one degree may be used to satisfy the general education requirements for the second degree. However, all other degree requirements, including a foreign language, must be met.
Disposition: Chancellor

FACULTY SENATE EXECUTIVE MINUTES

March 30, 1993

attachment 1.

Resolution #93-11

WRITING ACROSS THE CURRICULUM COMMITTEE CHARGE

1. Name: Writing Across the Curriculum Committee

2. Membership:

8 faculty members, each representing a different academic unit, and 2 student members. Ex officio member (with vote): The Chair of the Faculty. Ex officio members (without vote but with all other parliamentary privileges): The Chancellor, Vice Chancellor for Academic Affairs, Vice Chancellor for Health Sciences, Director of the Writing Across the Curriculum Program, Director of Composition, and Director of the Writing Center.

3. Quorum: 5 elected members exclusive of ex-officio.

4. A. Committee Functions:

The Writing Across the Curriculum Committee works closely with the Director of the Writing Across the Curriculum Program, including:

1. recommending to the Faculty Senate policies and guidelines governing the development and offering of courses and seminars that are officially to be designated as writing-intensive courses;
2. recommending through the university's normal curriculum channels curriculum changes in the Writing Across the Curriculum Program;
3. advising the Director of the Writing Across the Curriculum Program on all aspects of the Program;
4. promoting the Writing Across the Curriculum Program;
5. reviewing the annual report of the Director of the Writing Across the Curriculum Program.

B. To Whom The Committee Reports:

The Committee reports its suggested policies, procedures, and criteria to the Faculty Senate. Curriculum matters are recommended to the Curriculum Committee.

C. How Often the Committee Reports:

The Committee reports to the Faculty Senate as often as necessary, but at least once a year.

D. Power Of the Committee To Act:

The Committee is empowered to request assistance from appropriate university officials in matters concerning the promotion of the Writing Across the Curriculum Program.

FACULTY SENATE EXECUTIVE MINUTES

March 30, 1993

attachment 2.

Resolution #93-13

RECOMMENDATIONS ON THE IMPACT OF ENROLLMENT INCREASES ON EDUCATIONAL QUALITY

Recommendation #1: During the 1996-2000 five-year cycle of strategic planning, the University-wide Enrollment Management Implementation Planning Committee, or its equivalent, should recommend to the Chancellor specifically designated offices responsible for each enrollment management strategy or sub-strategy as well as recommend that clear designation of budgetary resources and coordinating authority be made.

Recommendation #2: Establish a permanent enrollment management council with selected representation from A&S, the professional schools, and Student Life, as well as ex officio membership [Admissions, Registrar, Undergraduate Studies, Graduate School, PIR, Chair of the Faculty, EPPC Chair, Admissions and Recruitment Committee Chair], and one faculty member elected at large by the Faculty Senate. The charge should include: to make recommendations on issues relating to the coordination of enrollment management on the undergraduate and graduate levels, including issues of physical plant adequacy, instructional resource analysis [including assessment of departmental student load limits], library and other educational support service resource analysis, course needs projections, use of the student data base, classroom space usage, and faculty workload analysis. This council should bring before the Faculty Senate matters appropriate for faculty review and advice prior to submitting related recommendations to the administration, and in any case, report at least once a year.

Recommendation #3: Decide at the Chancellor's level the reporting structure for a permanent council on enrollment management.

Recommendation #4: Bring an enrollment management consultant to campus to analyze and prepare a report on current enrollment management plans, policies, and practices.

Recommendation #5: Maintain an adequate method of course needs projection for each semester, coordinated through a council on enrollment management.

Recommendation #6: Ensure monitoring by the appropriate curriculum committee(s) of all department or school new course or program proposals for documentation of liaison with affected departments and schools regarding impact on enrollments.

Recommendation #7: Refine coordination further between Admissions, Arts and Sciences, Undergraduate Studies, and the Registrar's office whereby representatives of each office meet regularly and coordinate appropriate responses to enrollment projections and, in addition to the utilization of space mentioned in R2, space availability through the council on enrollment management.

Recommendation #8: Give regular attention at the Chancellor's level to projected faculty needs as a function of the projected student enrollment increases and in so doing attempt to shorten the time it takes to meet bona fide permanent instructional needs with permanent faculty appointments.

Recommendation #9: Designate classroom space utilization and quality of classroom space across the University as areas to which a council on enrollment management should give further and regular analysis. Further charge the council with assessing the effects of space utilization on "on time" graduation.

Recommendation #10: Continue efforts as a high priority to address library and laboratory resource/space needs at the University and take such limitations into account in analyzing enrollment projections for Fall 1993.

Recommendation #11: Continue work on defining and reporting faculty workload, including the use of what is often called "released time," with this being an area that a council on enrollment management should give further and regular analysis.

Recommendation #12: Develop further, among the appropriate vice chancellors and the dean of the graduate school, consistent with R8, above, a refinement of procedures related to the allocation of resources for instructional purposes with the goal of reducing so far as is appropriate the reliance on GTAs to meet permanent instructional needs.

Recommendation #13: Develop goals and means, among the appropriate vice chancellors, the dean of the graduate school, the Council of Deans and Directors, and the Graduate Council, for further development of resource use for the improvement of graduate education in ways other than in payment to graduate assistants for instructional services.

Recommendation #14: Ensure that there is, in the next five-year cycle of the University planning process, greater weighing, ranking, and linking of University goals, planning unit PFAs, and planning unit and subunit operational objectives.

Recommendation #15: Review and clarify at each administrative level and communicate to the faculty how unit and subunit priorities affect the faculty evaluation recommendation processes for reappointment, promotion, tenure, and salary increases.