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## EAST CAROLINA UNIVERSITY FACULTY SENATE

The third regular meeting of the 1993/1994 Faculty Senate will be held on **Tuesday, November 9, 1993**, at 2:10 in the Mendenhall Student Center Great Room.

### AGENDA

- I. **Call to Order**
- II. **Approval of Minutes**  
  
October 19, 1993
- III. **Special Order of the Day**
  - A. Roll Call
  - B. Announcements
  - C. Richard Eakin, Chancellor
  - D. Marlene Springer, Vice Chancellor for Academic Affairs
  - E. Approval of Fall 1993 Graduation Roster
- IV. **Unfinished Business**
- V. **Report of Committees**
  - A. Agenda Committee, Brenda Killingsworth  
1994-95 Proposed Agenda Committee and Faculty Senate Meeting Dates.
  - B. Committee on Committees, Brian Harris  
Second Reading of the Revised Student Retention Committee Charge.
  - C. Research/Creative Activity Committee, Mark Taggart  
Research Award Program.
  - D. Ad Hoc Committee on a Course Outline Database, Dot Muller



EAST CAROLINA UNIVERSITY  
FACULTY SENATE

FULL MINUTES OF NOVEMBER 9, 1993

The third regular meeting of the 1993-94 Faculty Senate was held on Tuesday, November 9, 1993, in the Mendenhall Student Center Great Room.

Agenda Item I. Call to Order

Chair Anderson called the meeting to order at 2:10 p.m.

Agenda Item II. Approval of Minutes

The Faculty Senate minutes of the October 19, 1993 were approved as written.

Agenda Item III. Special Order of the Day

A. Roll Call

Members absent were: Vice Chancellor Hallock, Professors Chenier (Allied Health Sciences), and Winstead (Health Sciences Library).

Alternate members present were: Professor Givens for Muzzarelli (Allied Health Sciences), Professors McDaniel and Sehgal for Brinson and Stellwag (Biology), Professors Ciechalski and Schmidt for Bell and Spence (Education), Professor Jones for Farr (English), Professor Inman for Gallagher (Human Environmental Sciences), Professor Swanson for McMillen (Medicine), and Professor Everett for Engelke (Nursing).

Jack Karns (Business), Vice Chair of the Faculty, presented to Past Chair of the Faculty, John C. Moskop, a formal resolution, adopted by the Faculty Senate in September, noting Professor Moskop's contributions.

B. Announcements

1. The Chancellor has approved Resolutions #93-29 through #93-31, from the October 19, Faculty Senate meeting. Those resolutions referred to the following:
  - #93-29 Undergraduate Curriculum Committee matters contained in the September 23, 1993, Committee minutes.
  - #93-30 Revised Procedures for New Degree Programs.
  - #93-31 Conflicts of Interest and Commitment Policy Procedures.
2. The deadlines for various proposals to the Faculty Senate office (140 Rawl Annex) are:

Teaching Grant Summer Stipend Proposals	December 1
Teaching Grant Project Expense Grants	December 1
Teaching Grant Dual Summer Stipend/Project Expense	December 1
Research/Creative Activity Project Expense Grants	January 14

C. Richard Eakin, Chancellor

Chancellor Eakin opened his remarks by noting that the week of November 1, 1993 was a good one for the University, with the one million dollar gift of the Walt Williams family and the passage of the University Improvement Bond Referendum. He further noted that the Shared Visions campaign was progressing very well. He announced targets of 35 million dollars by December 1, 1993 and 50 million dollars by December 1994. Chancellor Eakin also announced the availability of 2.4 million dollars of reallocation monies.

Chancellor Eakin continued his remarks by responding to three issues of concern to faculty. First, he credited Vice-Chancellor Richard Brown for preserving the life insurance contract which was scheduled for cancellation by the company holding the contract. Second, the Chancellor noted the recent arrests related to the robberies in the Mendenhall Student Center area of campus. He mentioned the frustration felt by University officials at the necessity of remaining silent about the various measures taken to apprehend the suspects in the robberies. Third, the Chancellor referred to measures being taken in response to the traffic accident involving a student. He reported that the student in question was released from the hospital. He announced that in cooperation with the State Department of Transportation, the University will be investing in a new bus stop, a traffic light and security fencing in the area along 10th Street immediately in front of Brewster building. It is



hoped that these measures will redirect the jaywalking traffic and slow down automobile traffic in that area.

Chancellor Eakin closed his remarks by announcing that a recent report on minority enrollment in medical colleges lists the ECU School of Medicine as the leader in the Southeast region with an African-American student population of 15%. The Medical School is also ranked fourth in the nation in the percentage of students who are African-American.

D. Marlene Springer, Vice Chancellor for Academic Affairs

Vice Chancellor Springer opened her remarks with a reminder of the visit of Dr. Frederick Humphries, president of Florida A & M University, on November 18, 1993. She continued with an announcement of the International Programs Study Group membership: Gary Lowe (chair), Rosina Chia, Gerry Clayton, Greg Hastings, Don Spence, Sharon Pruitt, Bob Thompson, Jon Heise, Lucy Wright and Paul Tschetter.

Dr. Springer also announced the formation of an Ad Hoc Committee on Information Technology to study a wide range of technology and information issues related to master classrooms, copyrights, and the new campus network. She closed her remarks by noting the recent request for a review of promotion criteria on campus. This request is a part of compliance with President Spangler's Administrative Memorandum # 338, which mandates a review of institutional mission statements, tenure policies, and criteria for making faculty personnel decisions with a view toward revising these documents to recognize the importance of teaching. She continued by noting that the February 14, 1994, deadline is necessary in order for the Academic Affairs office to meet President Spangler's April 4, 1994, deadline.

The question and answer period following Vice Chancellor Springer's remarks focused upon the review of tenure and promotion criteria. Bailey (Faculty Assembly), Joyner (Math) and Ferrell (History) raised questions about how the review is being implemented within the College of Arts and Sciences. Concerns were raised about the scope of the review: Is a report on current practice all that is desired, or is there a need for unit level revision of codes to bring them into compliance? This discussion raised questions about proper procedures for such revisions. Dr. Springer noted that such a review, while time consuming and difficult, is nevertheless necessary and on the whole a good thing for the university. Smith (Chancellor's staff) and Atkeson (History) noted the role of the Unit Code Screening Committee in this process. Chair Anderson clarified that revisions to tenure criteria are handled through the Unit Code Screening Committee while promotion and reappointment criteria are handled through the Academic Affairs office.

Vice Chancellor James Hallock was out of town attending an Association of American Medical Colleges meeting in Washington, DC.

E. Approval of Fall 1993 Graduation Roster

Ciechalski (Education) moved to approve the Fall 1993 Graduation Roster subject to the candidates' successful completion of their degree requirements. The motion passed. **RESOLUTION #93-33**

Agenda Item IV. Unfinished Business

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

Agenda Item V. Report of Committees

A. Agenda Committee

Brenda Killingsworth (Business), Chair of the Committee, presented the proposed 1994-1995 Agenda Committee and Faculty Senate meeting dates. There was no discussion. The proposed dates were approved as presented. **RESOLUTION #93-34** Please refer to the list of resolutions at the conclusion of this document for the approved meeting dates.



B. Committee on Committees

Brian Harris (Foreign Languages), Chair of the Committee, presented the second reading of the revised charge for the Student Retention Committee. Jones (English) moved to amend the revision by reversing the terms "Retention" and "Advising" throughout the Charge. The motion to amend was seconded and passed. Ferrell (History) moved to amend section 4.A., adding "which has the final authority in the matter" to the final sentence of the paragraph. The motion to amend was seconded and passed. The proposed Student Retention Committee charge was approved as amended. **RESOLUTION #93-35** Please refer to the list of resolutions at the conclusion of this document for the approved charge.

C. Research/Creative Activity Committee

Mark Taggart (Music), Vice Chair of the Committee, presented a proposal to establish a Research Award program. Chancellor Eakin moved to amend the report to remove the fifth and sixth Whereas paragraphs and to remove the clause "for each of the two categories" from the first Resolved paragraph and to remove change "two committees" to "a committee" in the second Resolved paragraph. The motion to amend was seconded and passed.

Moskop (Faculty Assembly) moved to amend the report by adding the following: "Be It Further Resolved, that the Research/Creative Activity Committee recommend to the Faculty Senate on or before its April 19, 1994, meeting a permanent policy for University Research Awards. This report should include a procedure for choosing awardees and should consider whether identifying categories for awards is appropriate." The motion to amend was seconded and passed.

Walsh (Nursing) moved to amend the report by altering the second Resolved to read "... the formation of a committee and that the committee review the research award nominees and recommend the recipients for the two awards to be presented next Fall." The motion to amend was seconded and passed.

Following discussion of the number of nominees by Simon (Political Science), McPherson (Industry and Technology), Walsh (Nursing), and Bailey (Faculty Assembly), Eakin moved to amend the report by deleting the phrase "totaling no more than two percent of the faculty within the unit" from the first Resolved paragraph. The motion to amend was seconded and passed.

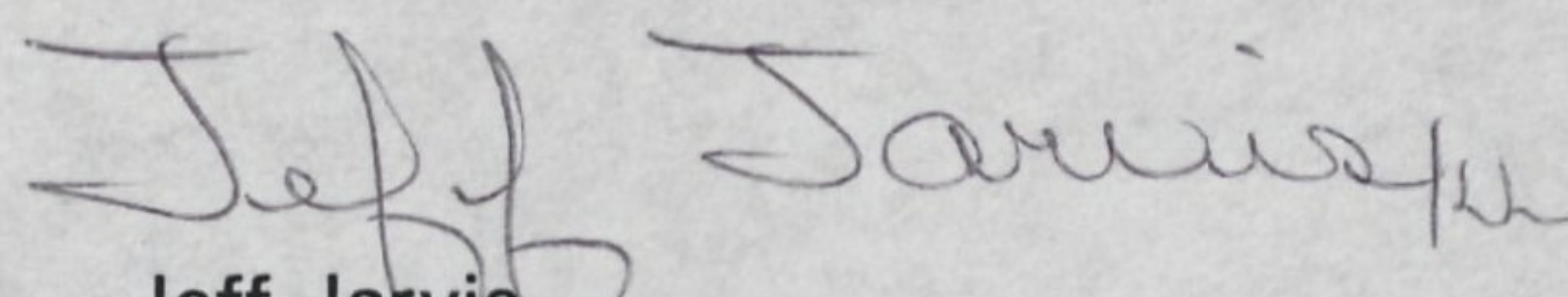
The proposed Research Award program was approved as amended. **RESOLUTION #93-36** Please refer to the list of resolutions at the conclusion of this document for the approved program.

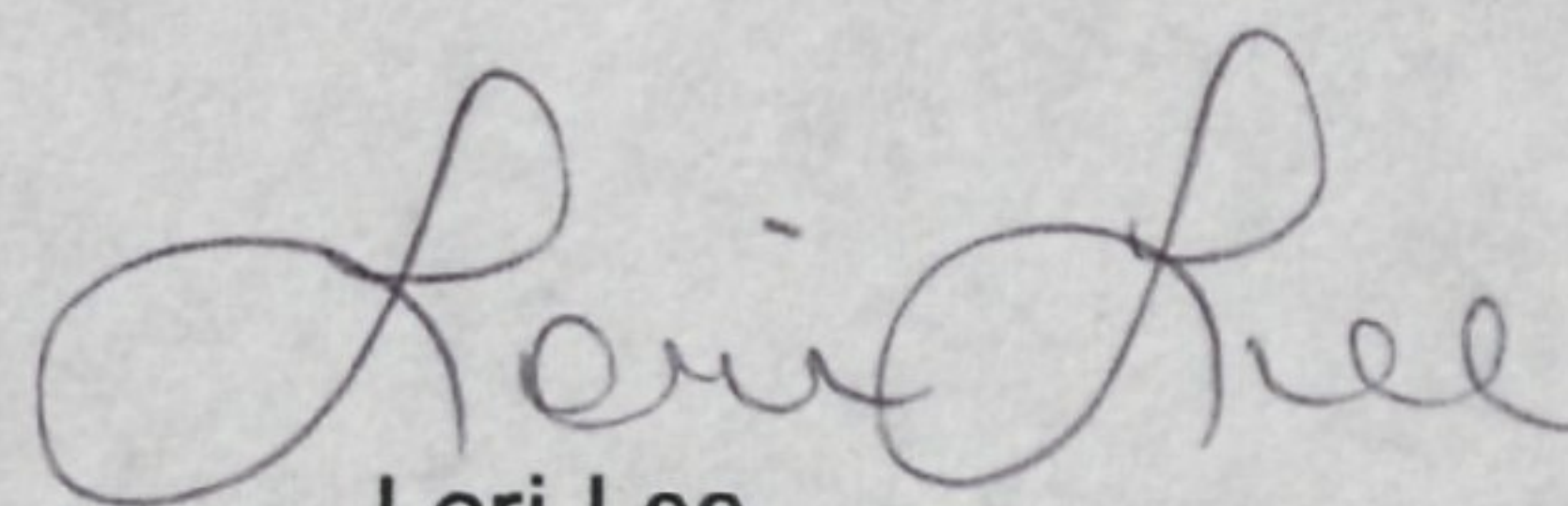
D. Ad Hoc Committee on a Course Outline Database

Dorothy Muller (Undergraduate Studies), Chair of the Committee, presented the Committee report on a proposed Course Outline Database. As a part of the report Ken Marks (Joyner Library) demonstrated the proposed computer system. Following the presentation by Marks, the committee report including the recommendations were adopted. **RESOLUTION #93-37** Please refer to the list of resolutions at the conclusion of this document for the adopted recommendations.

There being no further business, the meeting adjourned at 3:56 p.m.

Respectfully submitted,

  
Jeff Jarvis  
School of Music  
Secretary of the Faculty

  
Lori Lee  
Faculty Senate Office



**RESOLUTIONS PASSED AT THE NOVEMBER 9, 1993, FACULTY SENATE MEETING.**

- #93-33 Fall 1993 Graduation Roster subject to the candidates' successful completion of their degree requirements.  
**Disposition:** Chancellor

- #93-34 1994-1995 Agenda Committee and Faculty Senate meeting dates as follows:
- | <u>Agenda Committee will meet:</u> | <u>Faculty Senate will meet:</u>              |
|------------------------------------|---|
| August 30, 1994                    | September 13, 1994                            |
| September 27, 1994                 | October 11, 1994                              |
| November 1, 1994                   | November 15, 1994                             |
| November 29, 1994                  | December 13, 1994                             |
| January 10, 1995                   | January 24, 1995                              |
| February 7, 1995                   | February 21, 1995                             |
| March 14, 1995                     | March 28, 1995                                |
| April 11, 1995                     | April 25, 1995                                |
|                                    | April 26, 1995 (95-96 Organizational Meeting) |

**Disposition:** Faculty Senate

- #93-35 Revised Student Retention Committee charge as follows:
1. Name: Student Advising and Retention Committee
  2. Membership:  
6 faculty members and 1 student member. Ex-officio member (with vote): The Chair of the Faculty. Ex-officio members (without vote but with all other parliamentary privileges): The Chancellor, the Vice Chancellor for Academic Affairs, the Dean of Undergraduate Studies, the Vice Chancellor for Student Life, Chair of the Readmission Appeals Committee or their appointed representatives.
  3. Quorum: 4 elected faculty members exclusive of ex-officio.
  4. A. Committee Functions:  
The Student Advising and Retention Committee is concerned with matters relating to the advising and retention of students. The Committee reviews policies and procedures governing orientation, advising, and retention of students. Policies and procedures regarding advising in the General College will be coordinated with the General Education Committee, which has the final authority in the matter.  
B. To Whom The Committee Reports:  
The Committee recommends policies and procedures governing orientation, advising, and retention of students to the Faculty Senate.  
C. How Often The Committee Reports:  
The Committee reports to the Faculty Senate at least once a year and other times as necessary.  
D. Power Of The Committee To Act:  
The Committee makes recommendations concerning the implementation and administration of policies and procedures regarding the orientation, advising, and retention of students to the appropriate University officials.

**Disposition:** Faculty Senate

- #93-36 **WHEREAS**, East Carolina University recognizes the importance of professional scholarly productivity; and  
**WHEREAS**, the Research/Creative Activity Committee has been requested by the Associate Vice Chancellor for Research to help establish a Research Award Program and formulate categories and procedures; and  
**WHEREAS**, the Committee thinks that a Research Award Program would honor and reflect the long term commitment of faculty members at East Carolina University; and  
**WHEREAS**, the Committee was informed that two Research Awards will be presented at the 1994 Fall Faculty Convocation; and



#93-36 (continued)

**WHEREAS**, because of time restraints placed on the Committee, the Committee will design a more permanent structure for future awards at a later date;

**THEREFORE BE IT RESOLVED**, that the Research/Creative Activity Committee request that Chancellor solicit nominations from academic deans.

**BE IT FURTHER RESOLVED**, that the Research /Creative Activity Committee request that the Associate Vice Chancellor for Research oversee the formation of a committee and that the committee review the research award nominees and recommend the recipients for the two awards to be presented next Fall.

**BE IT FURTHER RESOLVED**, that the Research /Creative Activity Committee recommend to the Faculty Senate on or before the April 19, 1994, meeting a permanent policy for University Research Awards. This report should include a procedure for choosing awardees and should consider whether identifying categories for awards is appropriate.

**Disposition: Chancellor**

#93-37 Recommendations concerning a Course Outline Database as follows:

1. that a voluntary pilot project using the system developed by Dr. Ken Marks be instituted Spring Semester 1994,
2. that departments submit syllabi to Dr. Marks for entry into the system,
3. that the library make the student information system available to students, and
4. that the Senate request Dr. Marks and Joyner Library to update and maintain the student information system, allowing departments to access the system to make revisions in their syllabi.

**Disposition: Chancellor**