

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

**EAST CAROLINA UNIVERSITY
FACULTY SENATE**

EXECUTIVE MINUTES OF MARCH 29, 1994

The seventh regular meeting of the 1993-94 Faculty Senate was held on Tuesday, March 29, 1994, in the Mendenhall Student Center Great Room.

Agenda Item I. Call to Order

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

Agenda Item II. Approval of Minutes

Lowe (Council of Academic Deans Rep.) recommended two editorial changes to the Faculty Senate minutes of February 22, 1994. First, under Item V. Report of Committees, section D. Faculty Affairs Committee (page 3), add the following paragraph: "Hallock (VCHS) spoke in favor of the motion (by Lowe) to amend the Faculty Affairs report, and also indicated that the amendment had the support of the Chancellor." Second, in the same portion of the minutes, paragraph 3, first line, change the word "defense" to "support". The minutes were then approved as editorially corrected.

Agenda Item III. Special Order of the Day

A. Roll Call

Senators absent were: Chancellor Eakin, Faculty Assembly Representatives Bailey and Givens, Chestang (Geography), and a representative from Continuing Education.

Alternates present were: Professors Ayers for Evans (Chemistry), Ciechalski for Bell (Education), Jones for Farr (English), Chenoweth for Felts (Health and Human Performance), Inman for Finley (Human Environmental Sciences), Reaves for McPherson (Industry & Technology), Woodside for Joyner (Math) and Yarbrough for Simon (Political Science).

B. Announcements

1. A special thanks was expressed to Professor James Joyce (Physics) who served as substitute Parliamentarian while Professor Margaret Stangohr was home in Iowa assisting in family matters.
2. The Chancellor has approved the following Resolutions:
 - #94-03 Undergraduate Curriculum Committee matters contained in the minutes of January 27, and February 10, 1994.
 - #94-04 Request to establish a new degree program in Mathematical Statistics (API #1702).
 - #94-05 Revisions to *Appendix C. Personnel Policies and Procedures for the Faculty of East Carolina University*.
 - #94-06 Revision to *Appendix J. Informal Faculty Grievance Procedure for Grievances Involving Sex Discrimination and Other Equal Employment Opportunity Complaints*.
 - #94-07 Revision to *Appendix K. Equal Employment Opportunity/Affirmative Action Policy of East Carolina University*.
 - #94-11 Restatement of the General Educational Goals and Objectives.
 - #94-12 Revised Department of Mathematics Code of Operations.
 - #94-13 Recommendations concerning department chair evaluations.
3. On March 18, the ECU Board of Trustees adopted a policy on Political Activities of Employees. An abbreviated version of this policy will be included in the next printing of the *ECU Faculty Manual*. Until such time, a copy of the document may be obtained through the Faculty Senate office, 140 Rawl Annex.
4. Faculty Senators are reminded of the Chancellor's Cocktail Buffet scheduled for Friday, April 8, 1994, at 6:00 p.m. in his residence to honor the hard work and dedication of the Faculty

Senate this year.

5. Honors seminar proposals for Spring 1995 will be accepted by David Sanders, Director of the Honors Program, until Tuesday, April 19, 1994.
6. Faculty Senators are reminded of the Shared Visions Faculty-Staff Campaign presently underway. The entire campus community is asked to take part by giving as generously as possible.
7. Charles Kuralt of CBS is retiring soon and the Faculty Senate office will forward our best wishes to this friend of East Carolina University.
8. Chancellor Eakin was out of town attending a SACS Accreditation Committee meeting in Birmingham, Alabama.

C. Marlene Springer, Vice Chancellor for Academic Affairs

Marlene Springer, Vice Chancellor for Academic Affairs, made the following announcements.

- ◆ Dr. Springer has met with the Ad Hoc Committee on Diversity, received their final report and is in the process of implementing their recommendations now. Faculty will be receiving information from Vice Chancellor Springer as these are implemented.
- ◆ The Student Computing Fee Committee has been pursuing their charge and will make recommendations for a second round of awards to be funded with the savings made in purchasing decisions from the first round of awards.
- ◆ The search for the Dean of Health and Human Performance is in the negotiating phase. Dr. Springer commended the search committee for their excellent work.
- ◆ The Ad Hoc Committee on Industry and Technology has circulated a report throughout the university on the computer network. Dr. Springer stressed the importance of faculty involvement at every level as the project goes forward.

D. James Hallock, Vice Chancellor for Health Sciences

James Hallock, Vice Chancellor for Health Sciences, made the following announcements.

- ◆ The performance of ECU medical students in the residency matching program continues to be excellent. This year 68% matched their first choice, 82% matched one of their first 3 choices, with 58% matching in primary care.
- ◆ Dr. Michael Rastatter of Bowling Green State University has been hired as chair of the SLAP Department in the School of Allied Health Sciences.

Ferrell (History) moved that the Faculty Senate endorse the privilege and practice of the medical students at the East Carolina University School of Medicine to issue speaking invitations to those persons they deem appropriate to the discipline and practice of their profession. **RESOLUTION #94-14**

E. Ernie Schwarz, Chair of University Athletic Committee and Academic Review Subcommittee
Ernie Schwarz reported that the University Athletic Committee had received reports from Director of Athletics Dave Hart and Pam Overton. Schwarz also reported that the Academic Review Subcommittee had discussed the new academic regulations as they applied to athletics and the possibility of early registration for student-athletes.

F. Bob Thompson, Director of Planning and Institutional Research

Thompson distributed a memorandum stating the times and locations of a series of public forums that have been scheduled concerning the development of the University's new strategic plan. The primary topic for discussion at the forums will be the goals which the University ought to adopt for the campus for the 1995-2000 planning cycle. Faculty Senators and Alternates are invited to attend the Strategic Planning Forum scheduled for Tuesday, April 12, 1994, at 1:30 in Mendenhall 221.

G. Approval of the Spring 1994 Graduation Roster

Ciechalski (Education) moved approval of the Spring 1994 Graduation Roster, subject to the candidates' successful completion of their degree requirements to be determined by the Registrar. The motion was seconded and passed. **RESOLUTION #94-15**

Agenda Item IV. Unfinished Business

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

Agenda Item V. Report of Committees

A. Committee on Committees

Brian Harris (Foreign Languages and Literatures), Chair of the Committee, began his report to the body by giving a brief overview of the major changes to the Academic Committee charges. The Faculty Senate will consider all declared amendments to the proposed Academic Committee charges at the second reading of the Committee report, scheduled for Tuesday, April 19, 1994.

B. Calendar Committee

Caroline Ayers (Chemistry) presented the proposed Summer 1996, Fall 1996, and Spring 1997 University Calendars. The Summer 1996, Fall 1996, and Spring 1997 University Calendars were approved as presented. **RESOLUTION #94-16**

C. Educational Policies and Planning Committee

Worth Worthington (Medicine), Secretary of the Committee, presented first the Committee's report on the request for authorization to plan a new degree program in Letters (English, General), API #1599. This report did not require action by the body. A motion was then made to suspend the procedures to allow the body to consider a request to establish a new degree program in School Administration, API #0827. The motion was passed. Worthington then presented the request to establish a new degree program in School Administration, API #0827. This request was approved. **RESOLUTION #94-17**

D. Faculty Governance Committee

Tinsley Yarbrough (Political Science), Chair of the Committee, presented first the proposed revisions to *Appendix D. Tenure and Promotion Policies and Procedures of East Carolina University*. Yarbrough began by presenting a brief overview of the proposed changes, noting that these changes were in response to concerns raised by the UNC General Administration. Following a lengthy discussion, *Appendix D. Tenure and Promotion Policies and Procedures of East Carolina University* was approved as amended. **RESOLUTION #94-18**

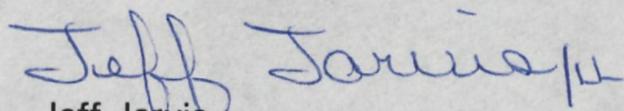
Yarbrough then presented a recommendation concerning a proposed *Appendix Y. Grievance Policies and Procedures of East Carolina University*. Ferrell (History) moved that until such time as the General Administration decides upon revised procedures for the Faculty Grievance Committee, that the present procedures be continued, except as amended by General Administrative Memorandum #328 and the Chancellor's letter to the Faculty Affairs Committee of November, 1992. The motion was seconded and passed. The proposed *Appendix Y. Grievance Policies and Procedures of East Carolina University* was approved. This appendix will go into effect upon implementation of the revised *Appendix D*. **RESOLUTION #94-19**

E. Honors Program Committee

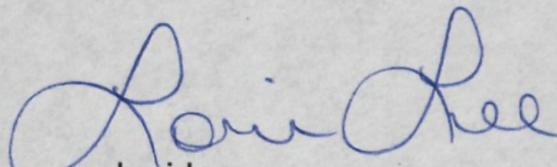
Claudia Melear (Education), Chair of the Committee, gave a brief overview of the committee's work on the proposed four-year honors program. Chair Anderson noted that the proposed program would be considered by the Educational Policies and Planning Committee on March 31 and a report brought forward for final approval at the April 19, 1994, meeting of the Faculty Senate. No action was necessary by the body at this time.

There being no further business, the meeting adjourned at 4:54 p.m.

Respectfully submitted,



Jeff Jarvis
School of Music
Secretary of the Faculty



Lori Lee
Faculty Senate Office

RESOLUTIONS PASSED AT THE MARCH 29, 1994, FACULTY SENATE MEETING.

- #94-14 Endorsement of the Faculty Senate that the privilege and practice of the medical students at the East Carolina University School of Medicine to issue speaking invitations to those persons they deem appropriate to the discipline and practice of their profession.
Disposition: Faculty Senate
- #94-15 Spring 1994 Graduation Roster, subject to the candidates' successful completion of their degree requirements to be determined by the Registrar.
Disposition: Chancellor
- #94-16 Summer 1996, Fall 1996, and Spring 1997 University Calendars.
Disposition: Chancellor
- #94-17 Request to establish a new degree program in School Administration, API #0827.
Disposition: Chancellor
- #94-18 *Faculty Manual*, Appendix D. Tenure and Promotion Policies and Procedures of East Carolina University.
Disposition: Chancellor, Board of Trustees, UNC General Administration, Board of Governors
- #94-19 *Faculty Manual*, Appendix Y. Grievance Policies and Procedures of East Carolina University. This appendix will go into effect upon implementation of the revised *Appendix D*.
Disposition: Chancellor, Board of Trustees

PLEASE POST FOR ALL FACULTY TO READ!

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- ◆ The search for the Dean of Health and Human Performance is in the negotiating phase. Dr. Springer commended the search committee for their excellent work.
- ◆ The Ad Hoc Committee on Industry and Technology has circulated a report throughout the university on the computer network. Dr. Springer stressed the importance of faculty involvement at every level as the project goes forward.

Chenier (Allied Health Sciences) asked about the policy regarding second undergraduate degrees. He related a situation concerning a student who had fulfilled the requirements for both the B.S. and the B.A. degree, but did not have an extra 30 hours above the minimum in either degree. Chenier indicated that he perceived the current regulations differing from those passed by the Senate. Springer responded by promising to look into the specific situation and ensure that the regulations are consistent with past Senate actions.

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Ferrell (History) moved that the Faculty Senate endorse the privilege and practice of the medical students at the East Carolina University School of Medicine to issue speaking invitations to those persons they deem appropriate to the discipline and practice of their profession. **RESOLUTION #94-14**

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Atkeson (History) moved to amend the report causing the first two sentences on page D-1, under the heading I. Tenure, to read: "Academic tenure serves to ensure academic freedom by guarding faculty members against negative consequences of expressing unpopular points of view. Academic tenure refers to the conditions and guarantees that apply to a faculty member's professional employment." The motion was seconded and passed.

Ferrell (History) moved to amend page D-4, section II. B. 2., by striking everything except the following sentence: "Any faculty member employed in a fixed term position shall be evaluated in accordance with the provisions for faculty evaluation contained in Appendix C. The motion was seconded and passed. Following this action, McCarty (Philosophy) recommended an editorial change to the heading for this section, changing it to read: "Fixed-Term Employment Evaluation Policy (cf. Special Faculty Appointments, The UNC Code, 604C). This editorial change was accepted without objection.

Worthington (Medicine) moved to amend page D-8, section IV.A.1.b., by adding the following as the second sentence in the section: "If a unit has ten or more permanently tenured voting faculty members, the permanently tenured voting faculty members may elect a tenure committee of no fewer than three members. All tenure committee members must be permanently tenured voting faculty." The motion was seconded. During discussion on this motion, Worthington and McMillen (Medicine) noted the difficulties experienced in large departments within the School of Medicine with the provision that all tenured faculty participate in every tenure decision. Ferrell (History) noted that this motion seemed to go against the original idea behind revising *Appendix D*, that is, to standardize procedures across campus. Additionally, Karns (Business) and Woodside (Math)

pointed out that the tenure system carries responsibilities as well as privileges and that involvement in tenure decisions is one such responsibility. Following this discussion the motion failed.

Fletcher (Medicine) moved to amend page D-10, section IV.C., changing the first sentence to read: "The chair of the Unit Personnel Committee shall be permanently tenured and shall be elected annually by and from the committee's membership." The motion was seconded and passed.

Fletcher (Medicine) moved to amend page D-12, section IV.F.2.a., adding the words "over the period of time appropriate to the decision" to the end of the sentence. The motion was seconded and passed.

McMillen (Medicine) moved to amend page D-12, section IV.F.2., to add the following: "h. Disagreements as to inclusion or removal of documents" with the following text underneath: "The dossier shall include the required documents relevant to the faculty member's teaching, research, and service. If the faculty member disagrees with the unit administrator and/or the unit personnel committee as to the inclusion of relevant documents, each may attach a statement to the document in the dossier." The motion was seconded and passed.

McMillen (Medicine) moved to amend page D-12, section IV.F.2.e., by substituting the words "not more than five representatives" for the word "all." The motion was seconded. McMillen noted that within the School of Medicine these portfolios had become very large, and that much of the material was unnecessary. He also noted that this approach was consistent with many other research institutions across the country. Holte (English) pointed out that this would not work in the College of Arts and Sciences. Springer (VCAA) suggested a procedural solution to the situation by setting up a repository where the articles would be kept for reading by those responsible for making the tenure decision. Following this discussion the motion failed.

McMillen (Medicine) moved to amend page D-12, section IV.F.2., to add the following: "f. Patient Care portfolio" with the following text underneath: "For those faculty who provide patient care as part of their duties, the patient care portfolio shall include a summary of relevant activities and, if appropriate, evaluations of patient care quality." This motion was seconded and passed. McMillen recommended that this section be given letter "f." and that the sections following be re-lettered accordingly. This change was considered editorial and adopted without objection.

McMillen (Medicine) moved to amend page D-13, section IV.G., to add the following to the third paragraph as the second sentence: "If the committee consists of ten or more eligible voting members, the committee members may choose to vote by mail according to the latest edition of Robert's Rules of Order, Newly Revised." The motion was seconded and passed.

Killingsworth (Business) moved to amend page D-3, section II.A.3., changing clause (2) in the final sentence to read: "discrimination based upon the faculty member's race, color, religion, sex, sexual orientation, age, national origin, creed, handicap, or political affiliation." The motion was seconded and passed.

The committee report, *Appendix D. Tenure and Promotion Policies and Procedures of East Carolina University* was approved as amended. **RESOLUTION #94-18**

Yarbrough then presented a recommendation concerning a proposed *Appendix Y. Grievance Policies and Procedures of East Carolina University*.

Ferrell (History) moved that until such time as the General Administration decides upon revised procedures for the Faculty Grievance Committee, that the present procedures be continued, except as amended by General Administrative Memorandum #328 and the Chancellor's letter to the Faculty Affairs Committee of November, 1992. The motion was seconded and passed.

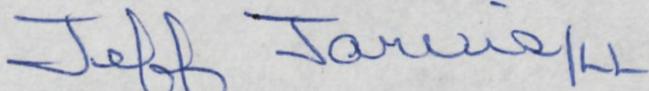
The proposed *Appendix Y. Grievance Policies and Procedures of East Carolina University* was approved. This appendix will go into effect upon implementation of the revised *Appendix D*. **RESOLUTION #94-19**

E. Honors Program Committee

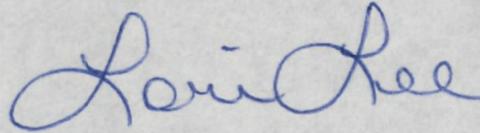
Claudia Melear (Education), Chair of the Committee, gave a brief overview of the committee's work on the proposed four-year honors program. Chair Anderson noted that the proposed program would be considered by the Educational Policies and Planning Committee on March 31 and a report brought forward for final approval at the April 19, 1994, meeting of the Faculty Senate. No action was necessary by the body at this time.

There being no further business, the meeting adjourned at 4:54 p.m.

Respectfully submitted,



Jeff Jarvis
School of Music
Secretary of the Faculty



Lori Lee
Faculty Senate Office

RESOLUTIONS PASSED AT THE MARCH 29, 1994, FACULTY SENATE MEETING.

- #94-14 Endorsement of the Faculty Senate that the privilege and practice of the medical students at the East Carolina University School of Medicine to issue speaking invitations to those persons they deem appropriate to the discipline and practice of their profession.
Disposition: Faculty Senate
- #94-15 Spring 1994 Graduation Roster, subject to the candidates' successful completion of their degree requirements to be determined by the Registrar.
Disposition: Chancellor
- #94-16 Summer 1996, Fall 1996, and Spring 1997 University Calendars.
Disposition: Chancellor
- #94-17 Request to establish a new degree program in School Administration, API #0827.
Disposition: Chancellor
- #94-18 *Faculty Manual*, Appendix D. Tenure and Promotion Policies and Procedures of East Carolina University.
Disposition: Chancellor, Board of Trustees, UNC General Administration, Board of Governors
- #94-19 *Faculty Manual*, Appendix Y. Grievance Policies and Procedures of East Carolina University. This appendix will go into effect upon implementation of the revised *Appendix D*.
Disposition: Chancellor, Board of Trustees

LA
notebook
L.A.
system



April 19, 1994

Office of the Chancellor
103 Spilman
919-757-6212

Dr. Patricia J. Anderson
Chair of the Faculty
East Carolina University

Dear Professor Anderson:

I have approved Resolutions #94-15 through #94-19 as adopted by the Faculty Senate on March 29, 1994.

Sincerely,

Richard R. Eakin
Chancellor

RRE/ra

cc: Dr. Marlene Springer
Dr. James Hallock



C O P Y

April 7, 1994

Faculty Senate
140 Rawl Annex

919-757-6537
919-757-6122 Fax
FSLEE@ECUVM1

Dr. Richard Eakin, Chancellor
East Carolina University
Spilman Building

Dear Chancellor Eakin:

On March 29, the Faculty Senate adopted, for your consideration, the following resolutions:

- ✓ #94-15 Spring 1994 Graduation Roster, subject to the candidates' successful completion of their degree requirements to be determined by the Registrar.
- ✓ #94-16 Summer 1996, Fall 1996, and Spring 1997 University Calendars (attachment 1).
- ✓ #94-17 Request to establish a new degree program in School Administration, API #0827.
- ✓ #94-18 *Faculty Manual*, Appendix D. Tenure and Promotion Policies and Procedures of East Carolina University (attachment 2).
- ✓ #94-19 *Faculty Manual*, Appendix Y. Grievance Policies and Procedures of East Carolina University. This appendix will go into effect upon implementation of the revised *Appendix D* (attachment 3).

The other resolution passed by the Faculty Senate was #94-14 - an endorsement that the privilege and practice of the medical students at the East Carolina University School of Medicine to issue speaking invitations to those persons they deem appropriate to the discipline and practice of their profession.

Thank you for your consideration of the above mentioned resolutions.

Sincerely,

Patricia J. Anderson
Chair of the Faculty

pc: Vice Chancellor Marlene Springer
Vice Chancellor James Hallock

:lal
attachments

**ADDITIONAL REVISIONS MADE TO THE PROPOSED APPENDIX D
AT THE MARCH 29, 1994, FACULTY SENATE MEETING.**

Amend the first two sentences on page D-1, under the heading I. Tenure, to read: **"Academic tenure serves to ensure academic freedom by guarding faculty members against negative consequences of expressing unpopular points of view. Academic tenure refers to the conditions and guarantees that apply to a faculty member's professional employment."**

Amend page D-3, section II.A.3., changing clause (2) in the final sentence to read: **"discrimination based upon the faculty member's race, color, religion, sex, sexual orientation, age, national origin, creed, handicap, or political affiliation;"**

Amend page D-4, section II.B.2., by striking everything except the following sentence: **"Any faculty member employed in a fixed term position shall be evaluated in accordance with the provisions for faculty evaluation contained in Appendix C."**

Amend the heading of page D-4, section II.B.2. to read: **"Fixed-Term Employment Evaluation Policy (cf. Special Faculty Appointments, The UNC Code, 604C)."**

Amend page D-10, section IV.C., changing the first sentence to read: **"The chair of the Unit Personnel Committee shall be permanently tenured and shall be elected annually by and from the committee's membership."**

Amend page D-12, section IV.F.2.a., adding the words **"over the period of time appropriate to the decision"** to the end of the sentence.

Amend page D-12, section IV.F.2., to add the following: **"h. Disagreements as to inclusion or removal of documents"** with the following text underneath: **"The dossier shall include the required documents relevant to the faculty member's teaching, research, and service. If the faculty member disagrees with the unit administrator and/or the unit personnel committee as to the inclusion of relevant documents, each may attach a statement to the document in the dossier."**

Amend page D-12, section IV.F.2., to add the following: **"f. Patient Care Portfolio"** with the following text underneath: **"For those faculty who provide patient care as part of their duties, the patient care portfolio shall include a summary of relevant activities and , if appropriate, evaluations of patient care quality."** Re-letter this section accordingly.

Amend page D-13, section IV.G., to add the following to the third paragraph as the second sentence: **"If the committee consists of ten or more eligible voting members, the committee members may choose to vote by mail according to the latest edition of *Robert's Rules of Order, Newly Revised*."**