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EAST CAROLINA UNIVERSITY FACULTY SENATE

FULL MINUTES OF 15 NOVEMBER 1994

The third regular meeting of the 1994-95 Faculty Senate was held on Tuesday, 15 November, 1994, in the Mendenhall Student Center Great Room.

Agenda Item I. Call to Order

Chair Patricia Anderson called the meeting to order at 2:11 p.m.

Agenda Item II. Approval of Minutes

The minutes of 11 October 1994, were approved as written.

Agenda Item III. Special Order of the Day

A. Roll Call

Senators absent were: Chancellor Eakin, Vice Chancellor Hallock, Faculty Assembly Representative Givens, Kane and Muzzarelli (Allied Health Sciences), Wolfe (Anthropology), Brinson (Biology), Doty (Business), and Hankins (Industry and Technology).

Alternates present were: McDaniel for Stellwag (Biology), Johnson for Glascoff (Health and Human Performance), and Swanson for McMillen (Medicine).

B. Announcements

- Chancellor Eakin was in Raleigh working with the Shared Visions Campaign.
- Vice Chancellor Hallock was attending a special Pitt County Memorial Hospital Board of Trustees meeting.
- The Chancellor has approved the following resolutions:
 - #94-30 Revision to the *ECU 1994-1996 Undergraduate Catalog*, Section 5: Academic Regulations, After Schedule Change Period.
 - #94-31 The curriculum matters contained in the University Curriculum Committee minutes of 14 April and 8 September 1994.
 - #94-33 A preamble to be included in all unit codes of operation.
- ECU will sponsor the Seventh Annual Quiz Bowl Competition on Saturday, 18 February 1995. The Quiz Bowl attracts some of eastern North Carolina's brightest high school students from thirty-two randomly selected institutions. The competition, held in the General Classroom Building, is divided into morning and afternoon sessions. Faculty and staff volunteers as moderators, judges, and scorekeepers who can work in either or both sessions are needed. Training sessions will be available closer to the games. Please call Jeannine Alexander or Tami Gardner, Quiz Bowl Coordinators, at 328-6072, if you and/or someone in your department are willing to volunteer.
- 1994-1995 applications for Research/Creative Activity Grants and Teaching Grants are available in the Faculty Senate office (140 Rawl Annex). Deadlines for the grants are as follows:
 - All 1994-1995 Teaching Grant proposals are due by 1 December 1994.
 - 1995 Research Project Expense Grant proposals are due by 15 January 1995.
- Units are urged to forward curriculum matters to the University Curriculum Committee as soon as possible for inclusion in the 1995 Curriculum Catalog Supplement.

C. Tinsley Yarbrough, Interim Vice Chancellor for Academic Affairs

Interim Vice Chancellor Yarbrough announced that Dr. Malcom Tait, Dean of School of Music had resigned; Erwin Hester has been appointed interim dean. A search committee, headed by Scott Snyder (Geology), has been formed and the search is underway. The search committee for Director of International Programs, chaired by Myra Cain (Academic Affairs), is preparing an advertisement. Dave Watkins is serving as chair of the ad hoc committee to consider creation of a liberal arts major and the possibility of a weekend college. This committee is to look at the advantages and

disadvantages of these types of programs. Since the last Faculty Senate meeting a decision was made to place the proposed International Studies MA program in the College of Arts and Sciences. This decision was made after consulting with various deans and faculty interested in International Studies.

Sexauer (Art) asked who could attend personnel committee meetings and whether personnel meetings were considered closed meetings. Yarbrough stated that it was his opinion that while the meeting would be a closed meeting, the committee could call other people as resource people. Unit administrators have been asked not to be present when decisions are made, but to be available as resource persons if requested. Sexauer (Art) asked that if the Personnel Action Dossier is the only resource to be used, what purpose would be served by having the unit administrator present at the meeting. Yarbrough stated that the Unit Administrator might be able to answer questions particularly about the content of the PAD, annual evaluations, salaries, etc. Ferrell (History) asked that if a personnel committee invited the chair or unit administrator to attend and the administrator stayed for the vote, would that would be a MPI (Material Procedural Irregularity). Yarbrough said that while this was not clearly procedural irregularity, it would be better if the Unit Administrator was not present for the deliberation and vote. Ferrell (History) reminded Vice Chancellor Yarbrough that when Appendix D was first started and the 6 year cap was lifted, the Vice Chancellor agreed to report each year on the number of part time, fixed term personnel. That information will be presented at the December Faculty Senate meeting by Bob Thompson. Woodside (Mathematics) asked if there was any discussion at the Board of Trustees meeting in regard to administrative evaluations. Yarbrough said that they had requested a report on the history of the process, philosophy, statistics on how the process functions, but no trustee had asked specific questions in the public meeting.

D. Pam Overton, Assistant Director of Athletics

Since Mr. Hart was unable to attend the Faculty Senate meeting due to a called news conference, Pam Overton, Assistant Director of Athletics reported for him. ECU will continue to seek an appropriate conference for football. Minges Coliseum construction is on schedule. The following faculty served as faculty coaches for the home football games this year: Yolanda Burwell (Social Work), Charles Coble (Education), Jeff Inman (Construction Management), Michelle Wixon (Business) and Darrell Ross (Social Work).

E. Gerry Clayton, Assistant Director of Admissions

Mr. Clayton was unable to attend the Faculty Senate meeting to present a report on the 1994 Freshman Class. This report will be given at a later date.

F. Layton Getsinger, Associate Vice Chancellor for Business Affairs

Mr. Getsinger, Chair of the Administrative Task Force on Parking, described a plan that includes a level type of parking based on location of parking with the core campus parking being the most expensive. This plan is to work with the University Master Plan completed in 1992 and will require taking intramural fields adjacent to Minges for parking. The University has acquired space near Allied Health to replace the playing fields. Some gravel parking areas, including Freshman parking, at the Allied Health area will be paved next summer. Ficklen Drive will also be cut to Berkley Drive to give a circular drive for the shuttle system. Other plans are to accommodate the new University "front door" off Tenth Street including two houses on 9th Street not currently owned by the university. The University is in the process of contacting these owners regarding future plans for these homes. There is also a house on Tenth Street key for the University to cut a street through to Lawrence Street to create an entrance for Joyner Library addition. It will be at least 2 years before the level parking can be addressed but it is recommended that in order to get lots readied work must be done now. In preparation for this a recommendation will be made to increase the parking fees.

The recommendation is to raise the standard fee for Faculty/Staff from \$70 to \$100. The limited stickers would go from \$30 to \$50; other normal fees would go from \$70 to \$100. With private

stickers moving from \$210 to \$300. Regarding the shuttle service, negotiations are underway with Student Transit for Business Affairs to take over sponsorship of Student Transit to maximize efficiency. If this does not work Business Affairs is investigating taking over the Shuttle system and purchasing airport type shuttles for East- West campus shuttles. Trolley style buses that would allow people to get on and off easily are being considered for use around campus. The current situation, including fee increases, would stay in place for two years, before moving to level parking in two years.

When a level parking system is implemented prices would be related to a standard price, Level A1, most expensive for spaces within the core campus. Level A2 would be 3/4 times the standard, Level B, 1/2 standard price. This would encourage people to park further from the core campus and to use the shuttle. Private lots would be three times the standard. A courier is set to start in the next couple of weeks with a point to point courier, along with a campus taxi to move people from one area of campus to another. There would be approximately a 1:1.25 ratio for spaces to decals. This will mean a net increase in 1700 parking spaces, including spaces around Ficklen. Dock (Foreign Language) asked if we will see a closed campus with no cars. Getsinger stated that the intent is to close some roads such as Founders Drive. Dock asked how access would be made to the private lot behind the General Classroom Building if Founders Drive was closed. Getsinger replied that some roads will be available to access these lots. Dock further inquired why a person had to purchase a day pass if a car is borrowed due to having a car in the shop. Getsinger stated that he had recommended to Pat Gertz that people who have stickers not be charged the \$2. Getsinger asked Dock to forward a memo requesting no charge for day passes. Dock asked if the prices had been set for persons who purchase two car passes. Getsinger stated that no price had been set at this time. Simon (Political Science) asked how many Level A1 spaces will be available. Getsinger stated that he did not have a specific number but the intent is to change the lot on lower College Hill Drive which includes 400 spaces from commuter to faculty/staff and to create space off 10th Street for faculty/staff. Holte (English) asked if someone purchased a Level A1 sticker, could they park in the lower level lot. Getsinger responded that a person may park at a lower level. The idea is to encourage everyone to use the shuttle.

Several Senators mentioned problems with multi-car stickers. There have been several cases of the suction cup stickers falling off and people are being ticketed. Allred (Psychology) asked about parking for handicapped persons. Getsinger assured the Senators that the intent is to make those spaces more accessible. Grossnickle (Psychology) inquired about the hours for students attending evening classes taking spaces. Frequently students take spaces before teaching faculty arrive on campus. Woodside (Mathematics) reminded the Senators that he is the Faculty representative on the Parking Committee. Winstead (Health Sciences Library) asked at what level the parking at the Brody Building would be classified. Getsinger responded that this had not yet been determined. Ferrell (History) inquired about several areas: 1) state car parking, 2) resident parking, and 3) closing the street around the General Classroom Building to make use of city streets. Getsinger responded that they are trying to relocate the warehouse, however until this happens the road cannot be closed. For student residents, they are reportedly willing to pay more just to keep cars near them. The University has to compete with off campus housing and parking on campus is considered a benefit to keep students in on-campus housing. In response to the question regarding state cars on campus, this is a continuing problem. One consideration has been to require departments to purchase stickers for state cars with a \$500 fee idea being discussed. Clark (Theater Arts) expressed her concern about the lack of bicycle safety, the need for more bike parking, and the need for the University is to work with the City of Greenville to create bike paths in the campus area. Getsinger replied that new racks were recently installed and more will be ordered after the first of the year. He also agreed that there are numerous problems with bicycle safety and with pedestrian safety because of bikes. Eribo (Communications) noted that the increase represented a forty percent increase, how was this figure reached. Getsinger responded that there was no systematic or scientific method used for the increase. The Task Force looked at what was needed to accomplish campus goals. Farr (English) spoke in support of bike paths and additional bicycle racks and she noted that there are approximately 6000 bikes licensed on campus. Getsinger

stated that the Task Force will take a look at this area. Nida (Human Environmental Sciences) asked if once parking lots were paid for would there be a decrease in fees. Getsinger stated that he would take that matter under advisement, however the expenses of upkeep, safety and land acquisition are continuing costs. York (Academic Library Services) noted that one of the houses mentioned on Ninth Street is Frances Speight's home. He would like to see the university use this property for a museum/visitor center, not a parking lot since the house has many architectural qualities.

G. Approval of the Fall 1994 Graduation Roster

McDaniel (Biology) moved to approve the Fall 1994 Graduation Roster subject to the candidates' successful completion of their degree requirements. **Resolution #94-34**

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 first reading of a revision to the *ECU Faculty Manual*, Appendix A. Atkeson (History) noted that the date may fall during the exam period.

B. Committee on Committees

Carolina Ayers (Chemistry), Chair of the Committee, presented the nominee Professor Linner Griffin (Social Work) for the alternate vacancy on the Faculty Assembly. There was no additional nominations from the body. Professor Griffin was elected by acclamation.

C. Calendar Committee

Ruth Jones (Business), Chair of the Committee, presented an addition to the University Calendars' Common Exam Schedule. There was no discussion and the addition was approved as presented. **Resolution #94-35** (Please refer to the list of resolutions at the end of this document for the full addition to the exam schedule.)

D. Faculty Governance Committee

Don Sexauer (Art), Chair of the Committee, presented first a revision to the *ECU Faculty Manual*, Appendix L. Atkeson (History) recommended an editorial addition of "at that meeting" following "...and elected by the membership,". There was no objection. The revision to *ECU Faculty Manual*, Appendix L was then approved as editorially changed. **Resolution #94-36** (Please refer to the list of resolutions at the end of this document for the full revision.)

Professor Sexauer then presented the internal procedures for Faculty Senate apportionment. Atkeson (History) questioned the meaning of items 2 and 6; item 2 lists permanent employee, item 6 is "holding a faculty rank (modified or unmodified) of lecturer, instructor, assistant professor, associate professor or professor". The meaning of unmodified term is visiting, therefore not permanent. Moskop (Medicine) stated that the terms originated from the planning office and the term "permanent" is their definition. Nonpermanent, would be very short term, with no benefits. Some people with visiting titles are eligible to receive fringe benefits and are included. The Committee wanted to reflect those who are eligible to vote. Atkeson stated that he felt the term permanent was misleading since it could be someone with 9 months, 12 months or 6 years of experience. Worthington (Medicine) stated that a person in a position for one semester is not permanent. Ferrell (History) stated that the definition should be clear for future reference. Professor Ferrell moved to recommit to committee to clarify terminology. Bailey (Philosophy) asked what Professor Ferrell intended for the committee to do with this report. Ferrell replied that the committee should add definitions so that no one would have to search another document for the explanation of a term. Moskop (Medicine) spoke against the motion, stating that we are bound by

the Faculty Constitution to prepare this document and that he was not sure the committee could clarify the terms since they are clear to the staff who are responsible for generating the report. The motion to recommit failed.

The internal procedures for Faculty Senate apportionment were approved as presented. **Resolution #94-37** (Please refer to the list of resolutions at the end of this document for the full internal procedures.)

E. University Curriculum Committee

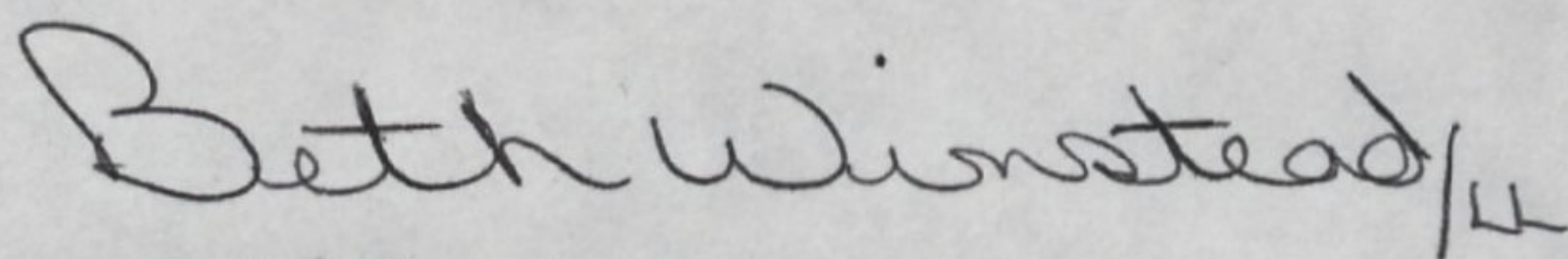
Donald Neal (Geology), Chair of the Committee, presented the curriculum matters contained in the minutes of 13 October 1994. There being no discussion, the curriculum matters were approved as presented. **Resolution #94-38**

Agenda Item VI. New Business

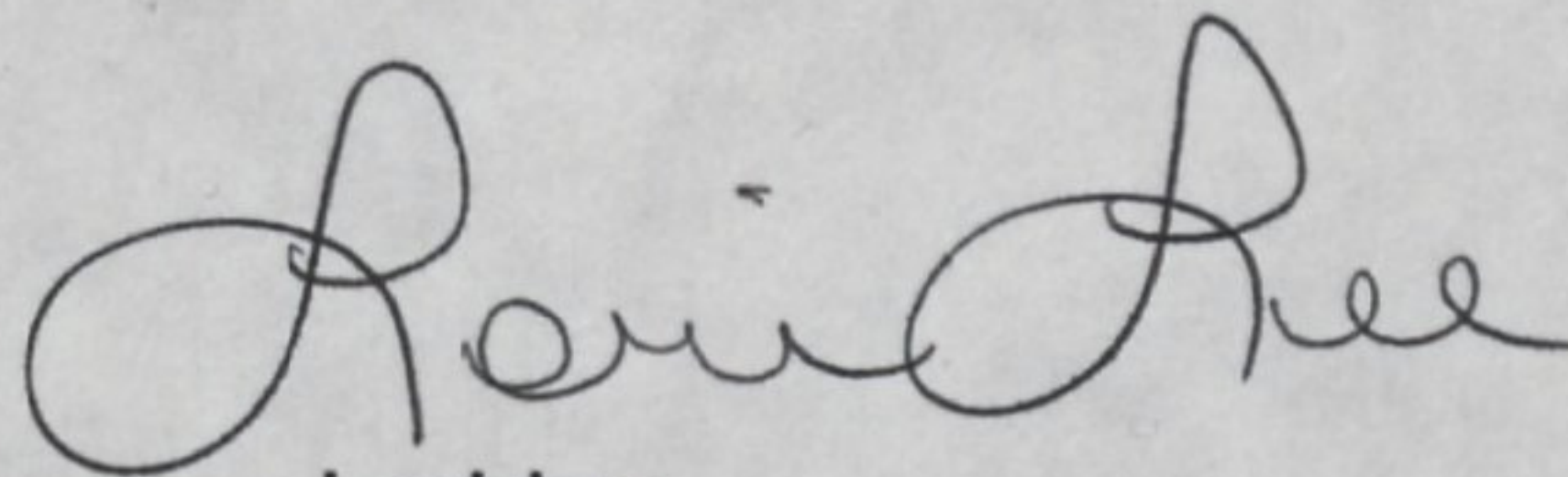
There was no new business to come before the Faculty Senate.

There being no further business, the meeting adjourned at 4:00 p.m.

Respectfully submitted,



Beth Winstead
Health Sciences Library
Secretary of the Faculty



Lori Lee
Faculty Senate office

RESOLUTIONS PASSED AT THE 15 NOVEMBER 1994, FACULTY SENATE MEETING.

- #94-34 Fall 1994 Graduation Roster subject to the candidates' successful completion of their degree requirements.
Disposition: Chancellor
- #94-35 Addition of SPANISH 1004 to the Common Exam Schedule with French 1001, 1003, Spanish 1001, and German 1001 as a pilot study beginning Fall 1995.
Disposition: Chancellor
- #94-36 Revision to *ECU Faculty Manual*, Appendix L, Section F.1. Quadrennial Unit Administrator Evaluation (page L-6) to read as follows:
- "Following an evaluation procedure developed by the unit and approved by the appropriate vice chancellor, the voting faculty members, in a unit meeting chaired by a voting faculty member of the unit nominated and elected by the membership at that meeting, with the unit administrator excluded from the meeting, shall discuss and vote by secret ballot on the effectiveness of the unit administrator during September of that administrator's fifth year of appointment and every fourth year thereafter. The presiding faculty member shall convey to the unit administrator in writing the results of the vote immediately following the meeting. A negative vote by a majority of the voting faculty, excluding the unit administrator, shall constitute a recommendation that the unit administrator be removed."
- Disposition:** Chancellor

- #94-37 Internal office procedures to establish the number of faculty in the various electoral units for the purpose of determining Faculty Senate apportionment.

ECU Faculty Manual, Appendix A. Faculty Constitution and By-Laws of East Carolina University specifies that: "The number of faculty within each department/school will be gathered from part of a personnel data file that is prepared and submitted to the UNC General Administration by the Department of Planning and Institutional Research in November of each year." (Section V. Organization of the Faculty Senate, page A-2)

All and only those faculty members included in the University's annual personnel data report who satisfy all of the following criteria should be counted in determining the number of each unit's faculty senators:

1. currently employed (as of the date of the report)
2. a permanent employee (including those on leave with or without pay)
3. an EPA employee
4. a full time employee
5. included in the occupational activity categories of 10 (executive, administrative and managerial) or 20 (instructional faculty)
6. holding a faculty rank or title (modified or unmodified) of lecturer, instructor, assistant professor, associate professor, or professor.

Faculty members meeting these criteria will be counted as belonging to their department of rank (not home department) where these two differ. When a faculty member's department of rank is part of a professional school, and the school is the recognized electoral unit, the faculty member will, for purposes of Faculty Senate representation, be counted as a member of the school which is his or her electoral unit.

Disposition: Faculty Senate

- #94-38 The curriculum matters contained in the University Curriculum Committee minutes of 13 October 1994.

Disposition: Chancellor