



Faculty Senate  
140 Rawl Annex

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## MEMORANDUM

TO: Richard Eakin, Chancellor  
Tinsley Yarbrough, Interim Vice Chancellor for Academic Affairs  
James Hallock, Vice Chancellor for Health Sciences  
Don Sexauer, Chair of the Faculty  
Brenda Killingsworth, Vice Chair of the Faculty  
Donald Neal, Secretary of the Faculty  
Artemis Kares, Parliamentarian

FROM: Lori Lee *LL*  
Faculty Senate

DATE: 21 August 1995

SUBJECT: Faculty Officers' Meeting

The Faculty Officers will meet with the Chancellor and Vice Chancellors on Thursday, 7 September 1995, at 3:00 p.m. in Spilman #103. Please call me at ext. 6537 if you are unable to attend this meeting.

Thank you.



**MEETING OF FACULTY OFFICERS  
WITH CHANCELLOR AND VICE CHANCELLORS**

*Thursday, 7 September 1995*

AGENDA

- A. Chancellor Eakin's Remarks
- B. Interim Vice Chancellor Tinsley Yarbrough's Remarks
- C. Faculty Officers' Remarks
  - 1. Faculty Convocation
  - 2. *Faculty Manual* Governance
  - 3. Matters Through Faculty Senate Office
  - 4. Online Services
  - 5. Salary Increases (NC State, UNC-Chapel Hill)  
Due to Tuition Increases
  - 6. Regional Resources
  - 7. National Trends in Relation to Faculty Issues
  - 8. Traffic Between 5th. and 10th. Streets
- D. 12 September 1995, Faculty Senate Agenda
- E. Miscellaneous



PLEASE POST FOR ALL FACULTY TO READ!

**EAST CAROLINA UNIVERSITY  
1995-1996 FACULTY SENATE**

The first regular meeting of the 1995/1996 Faculty Senate will be held on **Tuesday, 12 September 1995**, at 2:10 in the Mendenhall Student Center Great Room.

**FULL AGENDA**

- I. **Call to Order**
- II. **Approval of Minutes**  
  
25 April 1995 and 26 April 1995
- III. **Special Order of the Day**
  - A. Roll Call
  - B. Announcements
  - C. Richard Eakin, Chancellor
  - D. Tinsley Yarbrough, Interim Vice Chancellor for Academic Affairs
  - E. James Hallock, Vice Chancellor for Health Sciences
  - F. Mike Hamrick, Director of Athletics
  - G. Dawn Clark, Faculty Assembly Delegate  
Report on 28 April 1995, Faculty Assembly Meeting
- IV. **Unfinished Business**
- V. **Report of Committees**
  - A. Committee on Committees, Caroline Ayers  
Second Reading of a Revised Faculty Computer Committee Charge (attachment 1).
  - B. Admissions and Recruitment Committee, John Cope  
Revision to *ECU Undergraduate Catalog* (attachment 2).
  - C. Continuing Education Committee, Charles Garrison  
Proposed Formation of an Ad Hoc Committee to Define Continuing Education (attachment 3).
  - D. Educational Policies and Planning Committee, Worth Worthington  
Report on the Academic Degree Program Review (This report will be forwarded to Faculty Senators and Alternates prior to the meeting.)
- VI. **New Business**



## COMMITTEE ON COMMITTEES REPORT

### Second Reading of a Revised Faculty Computer Committee Charge (deletions are noted in strike-through)

1. Name: Faculty Computer Committee
2. Membership:  
9 faculty members, at least 6 of whom are from academic units that are *bona fide* users of the University computation facilities, 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, Vice Chancellor for Academic Affairs, Vice Chancellor for Health Sciences, Director of Computing and Information Systems, and Manager of Academic Computing, or their appointed representatives.
3. Quorum: 5 elected faculty members exclusive of ex-officio.
4. A. Committee Responsibilities:
  1. The committee serves as a resource of faculty opinion on computer services and policies.
  2. The committee interprets the problems and policies of the Computer and Information Systems to the faculty and brings faculty opinions and needs to the attention of the Computer and Information Systems' staff.
  - ~~3. The chair of the committee represents the faculty as a member of the Administrative Information Systems Advisory Committee.~~
  4. The committee reviews and recommends to the Vice Chancellor for Academic Affairs and the Vice Chancellor for Health Sciences priorities for allocation by the Faculty Microcomputer ~~Workstation~~ program.

Members of the Faculty Computer Committee are permitted to submit proposals to the Faculty Microcomputer Program for the committee's consideration. However, no member of the committee may rate or vote on any proposal from his or her own academic unit or on any other proposal for which, in the judgment of the committee, there exists substantial conflict of interest. That member of the committee shall not be present when his or her proposal is being discussed by the committee.

B. To Whom The Committee Reports:

The committee makes its recommendations of computer policies and procedures to the Faculty Senate. The committee makes its recommendations on priorities for allocation by the Faculty Microcomputer ~~Workstation~~ program to the appropriate vice chancellor.

C. How Often The Committee Reports:

The Committee reports to the Faculty Senate at least once a year and at other times as necessary.

D. Power of the Committee To Act Without Faculty Senate Approval:

The Committee is empowered to recommend proposals to be allocated by the Faculty Microcomputer ~~Workstation~~ program.

5. Standard Meeting Time:  
The committee meeting time is scheduled for the 2nd Tuesday of each month.



## ADMISSIONS AND RECRUITMENT COMMITTEE REPORT

Revision to *ECU Undergraduate Catalog*

Revise *ECU Undergraduate Catalog*, Section 3. Admission, subsection Admission-Freshmen (page 29) by deleting "1. Minimum age of sixteen by date of intended registration", then renumbering so that the revised section would read as follows:

### "ADMISSION FRESHMEN

Admission requirements for freshmen are listed below:

1. Certificate of graduation (or its equivalent) from an accredited secondary school and a satisfactory scholastic record.
2. Twenty acceptable units of secondary school credit including in English, four course units emphasizing grammar, composition, and literature; in mathematics, three...."

## CONTINUING EDUCATION COMMITTEE REPORT

### Proposed Formation of an Ad Hoc Committee to Define Continuing Education

- Whereas, All university administrative units were surveyed during the academic year 1993-94 to determine how each unit defined and offered continuing education activities, and
- Whereas, based on those survey results received it was found that among units there appeared to be no consistency in the definition of continuing education activities offered by various units (these activities consisted of everything from short term workshops to degree granting curricula), and
- Whereas, the survey showed that some units worked with and through the Division of Continuing Education and Summer School and others functioned independently of that division, and
- Whereas, there was no consistent application of policies or procedures in continuing education nor consistent acknowledgment and/or recognition of faculty contributions and/or involvement in this area, and
- Whereas, there appeared to be no administrative mechanism in place to track and monitor the wide range of activities offered by units throughout the university.

Therefore, Be It Resolved, that the Continuing Education Committee requests that the Chancellor form an ad hoc committee composed of members drawn from the Continuing Education Committee, Educational Policies and Planning Committee, Administrative Council, and Division of Continuing Education and Summer School to define the mission and commitment to the role of continuing education in ECU's educational mission.

Be It Further Resolved, that this ad hoc committee recommend a coherent definition of continuing education and appropriate organizational responses consistent with this mission statement.



THE FULL FACULTY SENATE AGENDA WITH ATTACHMENTS IS  
DISTRIBUTED TO FACULTY SENATORS, ALTERNATES, ACADEMIC  
COMMITTEE CHAIRS, AND AVAILABLE ELECTRONICALLY ON  
FSONLINE.

EAST CAROLINA UNIVERSITY  
1995-1996 FACULTY SENATE

The first regular meeting of the 1995/1996 Faculty Senate will be held on **Tuesday, 12 September 1995**, at 2:10 in the Mendenhall Student Center Great Room.

EXECUTIVE AGENDA

- I. **Call to Order**
- II. **Approval of Minutes**  
25 April 1995 and 26 April 1995
- III. **Special Order of the Day**
  - A. Roll Call
  - B. Announcements
  - C. Richard Eakin, Chancellor
  - D. Tinsley Yarbrough, Interim Vice Chancellor for Academic Affairs
  - E. James Hallock, Vice Chancellor for Health Sciences
  - F. Mike Hamrick, Director of Athletics
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  - D. Educational Policies and Planning Committee, Worth Worthington  
Report on the Academic Degree Program Review.
- VI. **New Business**



# FACULTY SENATE ANNOUNCEMENTS

12 September 1995

1. We would like to ask that all Senators do the following to aid in reporting the minutes correctly:
  - a. To aid in identification, please stand when recognized to speak on issues.
  - b. To aid in clarification of motions, forms have been provided near each Senator. When making a motion or amendment, please fill out the form and forward it to Don Neal, Secretary of the Faculty.
  
2. The Chancellor has approved the following resolutions:
  - #94-40 Revision to the *ECU Faculty Manual*, Appendix A. Faculty Constitution and By-Laws.
  - #95-18 Revision to the *ECU Faculty Manual*, Part III. Academic Information, Tests and Examinations.
  - #95-19 Requests for authorization to establish new degree programs: 1) post-professional master in Occupational Therapy, 2) Physician Assistant program in Allied Health Sciences, and 3) master of arts degree in International Studies.
  - #95-20 Revised *ECU Faculty Manual*, Appendix Y. Grievance Policies and Procedures.
  - #95-21 ECU Weapons Policy.
  - #95-23 Freshman Academic Cohort Program.
  - #95-24 Revised Principles to Guide the Use of the Student Opinion Data
  - #95-25 Revised Student Opinion of Instruction Survey for a one-year trial basis (1996-1997), with the Teaching Effectiveness Committee reporting back to the Faculty Senate in Fall 1997 on the results of the trial basis. During the one-year trial basis (1996-1997), a sample will be given of both instruments, the comparability examined, and the results included in the report to the Faculty Senate in Fall 1997.
  - #95-26 Revised School of Allied Health Sciences' Unit Code of Operations.
  - #95-27 Revised Department of Economics' Unit Code of Operations.
  - #95-28 Curriculum matters contained in the minutes of 9 February 1995, 23 February 1995, 23 March 1995, and 13 April 1995.
  - #95-29 The Faculty Senate recommends that the Chancellor take the necessary funds available to put toward the Joyner Library's shortage, thereby, remedying the Library's budget shortfall for this year.
  
3. **Mike Hamrick, Director of Athletics**, has been called unexpectedly out of town for a meeting. He will be invited to a future Faculty Senate meeting.
  
4. A reminder that all **Requests for Authorization to Plan new degree programs** must be submitted to the appropriate oversight committee (e.g. curriculum, educational policies and planning) no later than Sunday, 1 October 1995. For further information, please call the Faculty Senate office at ext. 6537.
  
5. Prior to leaving the University, Mike Coston, Director of the Student Store, agreed to give members of the Faculty Senate two items publicizing the **Writing Across the Curriculum program**. A special thanks to Wanda Scarborough, who followed up on his plan and forwarded the items to each member today.

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6. Don Sexauer, Chair of the Faculty, recently met with a representative from the Division of Institutional Advancement concerning the proposed development of a **Faculty Club** in phase II of the Ironwood Golf Community. This facility is slated to begin next Fall. Further information will be forthcoming once received.
7. Both **Research and Teaching Grant 1996-1997 grant proposal applications** are available for pick-up in the Faculty Senate office, 140 Rawl Annex. The deadline for both types of grants being offered, research and teaching, is 1 October 1995.
8. A reminder that the **Curriculum Course Proposal form** has been revised. Copies of the new form are available through the Faculty Senate office (140 Rawl Annex).
9. A new column has been added to the *Pieces of Eight*. John Durham has afforded the Faculty Chair a column to provide information to the faculty related to faculty governance and as a source for information related to the Faculty Senate and its thirty academic committees. The column will also provide a place to answer questions generated by the faculty. Please feel free to forward any comments to the Faculty Senate office.