

PLEASE POST FOR ALL FACULTY TO READ!

EAST CAROLINA UNIVERSITY
FACULTY SENATE

FULL MINUTES OF 5 DECEMBER 1995

The fourth regular meeting of the 1995-96 Faculty Senate was held on Tuesday, 5 December 1995, in the Mendenhall Student Center Great Room.

Agenda Item I. Call to Order

Chair Don Sexauer called the meeting to order at 2:14 p.m.

Agenda Item II. Approval of Minutes

Ferrell (History) offered an amendment to the minutes of 7 November 1995. On page 5, the motion should read: "*That the Faculty Senate, having considered the issues raised in the Educational Policies and Planning Committee's report, endorses the concept of a Weekend and Evening College and charges the administration to work out an agreeable arrangement with the affected academic and support units to implement the program.*" Following this discussion, the minutes of 7 November 1995, were approved as amended.

Agenda Item III. Special Order of the Day

A. Roll Call

Senators absent were: Professors Givens and Jarvis (Faculty Assembly Representatives).

Alternates present were: Professor Kares for Olszak (Academic Library Services), Williams for Decker (Health and Human Performance), Nasea for Winstead (Health Sciences Library), Dolezal for Moskop (Medicine), Reed for Griffin (Social Work), and Johnson for Wilson (Sociology).

B. Announcements

1. A moment of silence was noted in honor of Professor Loren Campion (History) who passed away in November.
2. The Chancellor has approved the following resolutions:
95-37 Fall 1995 Graduation Roster.
95-40 Weekend and Evening College Concept.
95-41 Revision to *ECU Faculty Manual*, Appendix I.
95-42 Undergraduate curriculum matters of 28 September and 12 October 1995.
3. All undergraduate curriculum matters needing to be placed in the *1996 Undergraduate Catalog* must be forwarded to the University Undergraduate Curriculum Committee no later than Monday, 18 March 1996.
4. Two Peer Review Workshops are scheduled on 16 and 17 January 1996. For further information, please contact Dot Clayton, Coordinator of Faculty Development.
5. A listing of the 1995 Faculty Microcomputer Recipients and recommended 1996-97 Research Grant Recipients was distributed to each Faculty Senator. Also distributed was a memorandum from Interim Vice Chancellor Tinsley Yarbrough detailing the funding of the Faculty Microcomputer program.
6. A special thanks was extended to Chancellor Eakin for the refreshments and wine served during the meeting. It was noted that Dr. Eakin provides the funding for refreshments at each of the Faculty Senate meetings.
7. The upcoming deadlines for submission of textbook orders to the ECU Student Store are as follows:
1996 Summer School orders are due by Friday, 16 February 1996.
1996 Fall Semester orders are due by Monday, 11 March 1996.

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5 December 1995

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C. Richard Eakin, Chancellor

Chancellor Eakin reported that an additional \$150,000 will be made available for faculty computer workstations. These funds will be made available from the reallocation budget. He also addressed some concerns he had heard concerning the establishment of the new Division of Research and Graduate Studies, i.e. this division would drain resources from other areas of the campus, especially from the Division of Academic Affairs. Chancellor Eakin stated that the funding of the new Division was as follows: \$3.1 million was transferred from Academic Affairs to the new division to provide stipends for graduate assistants. That figure was based on the same amount of money that was spent on graduate assistants in 1994-95. To provide the funding for graduate assistants on a permanent basis, faculty positions previously set aside for that purpose in Academic Affairs were transferred to Research and Graduate Studies. Those positions were not filled in Academic Affairs and will now not be filled. He reminded the Faculty Senate that the State does not provide funds for graduate assistants. The only way that ECU can support the graduate assistants is from faculty positions. Chancellor Eakin stated that the 2 percent legislative salary increase for those vacant positions - amounting to \$62,000 - was assigned to Research and Graduate Studies, with the exception of \$20,000 that was transferred back to Academic Affairs on a one-time basis to take care of salary issues in that division. The other significant transfer of funds was \$210,000 for summer research stipends for faculty members, which was moved from Academic Affairs to Research and Graduate Studies. This fund has been supported in the past by one-time lapsed salaries but a permanent fund had not been created from excess fringe benefits for faculty summer research stipends. Finally, \$24,000 was added to the Research and Graduate Studies operating budget this year on a one-time basis from reallocation monies. The Division of Research and Graduate Studies is considering several options, including raising the fee for graduate admission applications, to fund the operating increase on a permanent basis.

Farr (English) asked when the information on the number of minors will be made available. The Chancellor did not know but indicated that he will seek an answer to Professor Farr's question.

D. Tinsley Yarbrough, Interim Vice Chancellor for Academic Affairs

Interim Vice Chancellor Yarbrough began by thanking Dr. Eakin for the reallocation of funds for faculty workstations. In response to a question posed at the last senate meeting, Vice Chancellor Yarbrough reported that Dot Clayton will arrange additional peer evaluation training sessions in January. He stated that recent peer review sessions were attended by 44 faculty. He also reported that his office had received over 60 applications for the Vice Chancellor for Academic Affairs' position and screening would begin early in January 1996.

Simon (Political Science) asked about the early registration process, stating that advising was going well but problems still existed with registration. Dr. Yarbrough indicated that a variety of options were being considered. Chancellor Eakin confirmed that graduating seniors, when polled, continued to express irritation with the registration process.

Kane (Allied Health Sciences) asked if the body using the additional monies made available for computer workstations would use the same ranking as was used by the Faculty Computer Committee for allocation of said monies. Dr. Yarbrough stated that, at this time, the exact process had not been resolved but the intent was to increase the number of faculty that had computers.

E. James Hallock, Vice Chancellor for Health Sciences

Vice Chancellor Hallock began his remarks with a mention of the recent episodes in the medical school parking lot. He stated that measures had been taken to combat these problems. Felts (Health and Human Performance) reported that his wife was assaulted at the hospital five years ago and that this was not a new problem. Dr. Hallock stated that there were many issues to take into account when handling the situation in combination with the Pitt County Memorial Hospital. Vice Chancellor Hallock then reported on several recent and upcoming media events including features on North Carolina NOW and on PBS, CNN, NBC and ABC. Ferrell (History) asked if budget cuts imposed upon the academic affairs and research and graduate studies divisions would also be imposed upon the health affairs division. Dr. Hallock responded in the affirmative.

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Agenda Item IV. Unfinished Business

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

Agenda Item V. Report of Committees

A. Agenda Committee

Michael Carrafiello (History), Chair of the Committee, presented the proposed 1996-97 Agenda Committee and Faculty Senate meeting dates. There was no discussion and the proposed meeting dates were approved as presented. **Resolution #95-43** (Please refer to the list of resolutions at the end of this report for the approved meeting dates.)

B. Credits Committee

Bob Woodside (Math), Chair of the Committee, presented the proposed revision to the *Undergraduate Catalog*, in reference to credit. There was no discussion and the proposed revision to the catalog was approved as presented. **Resolution #95-44** (Please refer to the list of resolutions at the end of this report for the full revision.)

C. University Curriculum Committee

Jim Smith (Business), Chair of the Committee, presented the undergraduate curriculum matters contained in the meeting minutes of 9 November 1995. There was no discussion and the minutes were approved as distributed. **Resolution #95-45** (Copies of the approved minutes are available in the Faculty Senate office, 140 Rawl Annex.)

D. Ad Hoc Committee on Administrative Evaluations

Jeff Johnson (Sociology), Chair of the Committee, presented the proposed administrator evaluation forms.

Kares (Academic Library Services) offered an amendment requesting that the director of Academic Library Services be evaluated by the DECAD form. Following no discussion, the amendment to the committee's report was approved. Allred (Psychology) reported that the instrument presented to the Faculty Senate was the best available. Kares (Academic Library Services) was asked if her amendment would apply to the Director of the Health Sciences Library as well. Nasea (Health Sciences Library) indicated that her unit was developing its own form.

Ferrell (History) asked why the "average contact" item was included on the form. Johnson indicated that it was mandated by the original charge to the committee. Ferrell asked if this was to be used to weigh any of the responses? Johnson indicated that there were no plans to do so. Ferrell indicated that "contact" had a much broader connotation. Spickerman (Mathematics) stated that, while here former Vice Chancellor Marlene Springer had made an argument for those types of data.

Following discussion, the proposed forms were approved as presented. **Resolution #95-46** (The administrative evaluation forms will be distributed to each unit in the Spring 1996. Prior to that time, copies of the approved forms are available in the Faculty Senate office, 140 Rawl Annex.)

Agenda Item VI. New Business

Everett (Nursing) asked the Faculty Senate to consider the fact that Appendix D of the *ECU Faculty Manual* did not provide a provision for absentee ballots when units did not have enough members to constitute a mail ballot. Chair Sexauer stated that upon approval by the body, this issue would be forwarded to the Faculty Governance Committee for their review. The issue of absentee balloting was approved as presented. **Resolution #95-47**

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Brenda Killingsworth (Business), Vice Chair of the Faculty, offered a resolution to the Faculty Senate in recognition of Professor Patricia J. Anderson's work as Chair of the Faculty for 1993-1995. The resolution read as follows:

WHEREAS, Professor Patricia J. Anderson served as chair of East Carolina University's faculty during the 1993-94 and the 1994-95 terms, and

WHEREAS, she took on the role of strengthening the line of communication amongst the thirty standing Faculty Senate committees and the administration, by establishing individual committee organizational meetings attended by both the Chair of the Faculty and the Vice Chancellor for Academic Affairs, and

WHEREAS, under her leadership in the Faculty Senate, revisions to essential University policies were made including eight appendices located in the *ECU Faculty Manual*, the Grade Appeals process, and policies and procedures for peer review instruction, and

WHEREAS, she was instrumental in working with the Chancellor to renovate the Faculty Senate office to reflect more accurately the important role that faculty serve within the University, and

WHEREAS, she was persistent, dedicated, and thorough with the overwhelming task of updating and revising the *ECU Faculty Manual*, and

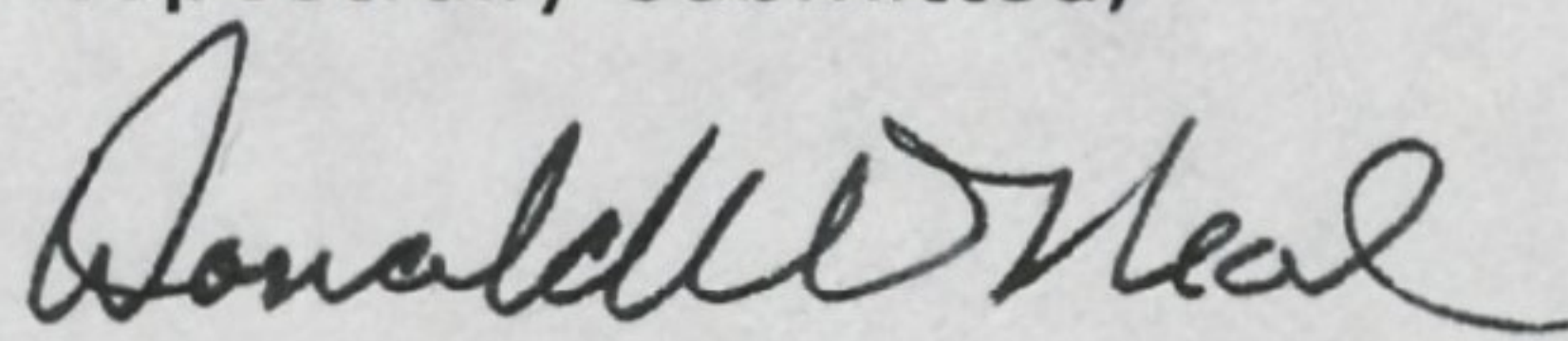
WHEREAS, she led the Faculty Senate meetings while demonstrating both insight and foresight into the key issues facing the general faculty, encouraging the sharing of diverse views, promoting shared faculty governance, and managing to complete even the longest of agendas within a remarkable timeframe.

THEREFORE BE IT RESOLVED, that the Faculty Senate commends Professor Patricia J. Anderson for her outstanding leadership, professionalism, and energetic efforts during her tenure as Chair of the Faculty of East Carolina University.

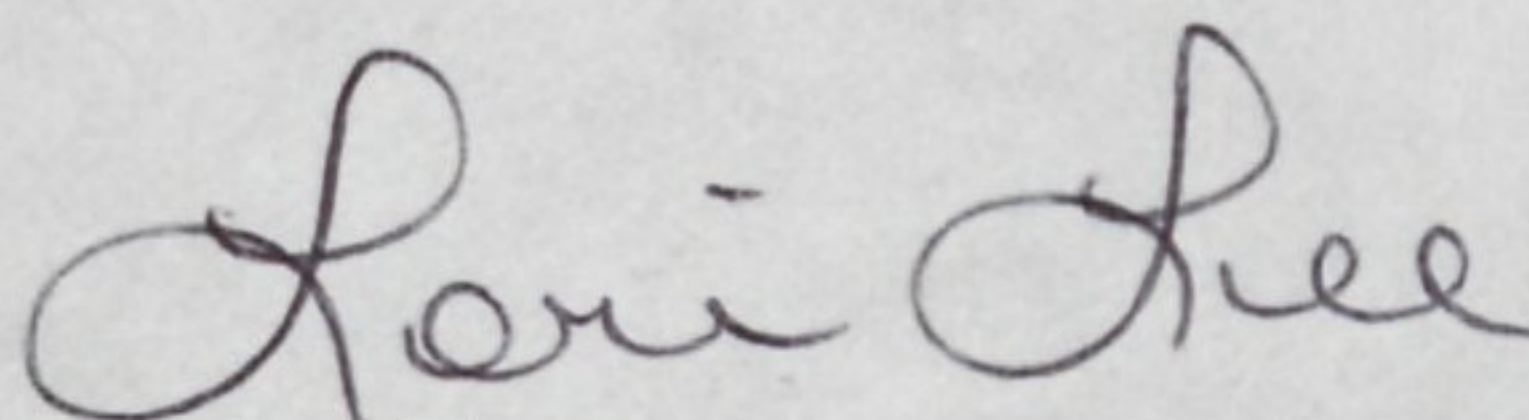
Following an editorial change from Professor Hough (Political Science), the resolution was approved as amended. **Resolution #95-47**

There being no further business, the meeting adjourned at 3:15 p.m.

Respectfully submitted,



Donald Neal
Department of Geology
Secretary of the Faculty



Lori Lee
Faculty Senate office
Administrative Assistant

RESOLUTIONS PASSED AT THE 5 DECEMBER 1995, FACULTY SENATE MEETING.

#95-43 1996-97 Agenda Committee and Faculty Senate meeting dates as follows:

Agenda will meet:

August 27, 1996
October 1, 1996
October 29, 1996
November 19, 1996
January 7, 1997
February 4, 1997
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April 8, 1997

Faculty Senate will meet:

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Disposition: Faculty Senate

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Page 5

- #95-44 Revise the *Undergraduate Catalog*, Section 5: Academic Regulations, subsection Credits (page 46) by adding the following as a second paragraph:
 "*Courses offered in nontraditional formats, e.g., concentrated or abbreviated time periods, must be designed to ensure an opportunity for preparation, reflection, and analysis concerning the subject matter. At least one calendar week of reflection and analysis should be provided to students for each semester hour of undergraduate credit awarded.*"
Disposition: Chancellor
- #95-45 Undergraduate curriculum matters contained in the meeting minutes of 9 November 1995. (Copies are available in the Faculty Senate office, 140 Rawl Annex.)
Disposition: Chancellor
- #95-46 Administrator Evaluation Forms (The administrative evaluation forms will be distributed to each unit in the Spring 1996. Prior to that time, copies of the approved forms are available in the Faculty Senate office, 140 Rawl Annex.)
Disposition: Chancellor
- #95-47 Request to have the Faculty Governance Committee review the issue of Appendix D of the *ECU Faculty Manual* not providing a provision for absentee ballots when units did not have enough members to constitute a mail ballot.
Disposition: Faculty Governance Committee
- #95-48 Resolution honoring Patricia J. Anderson, 1993-1995 Chair of the Faculty.
Disposition: Chancellor

**THE FULL FACULTY SENATE MINUTES ARE DISTRIBUTED TO FACULTY SENATORS,
ALTERNATES, ACADEMIC COMMITTEE CHAIRS, AND AVAILABLE ELECTRONICALLY
ON FSONLINE.**

**EAST CAROLINA UNIVERSITY
FACULTY SENATE**

EXECUTIVE MINUTES OF 5 DECEMBER 1995

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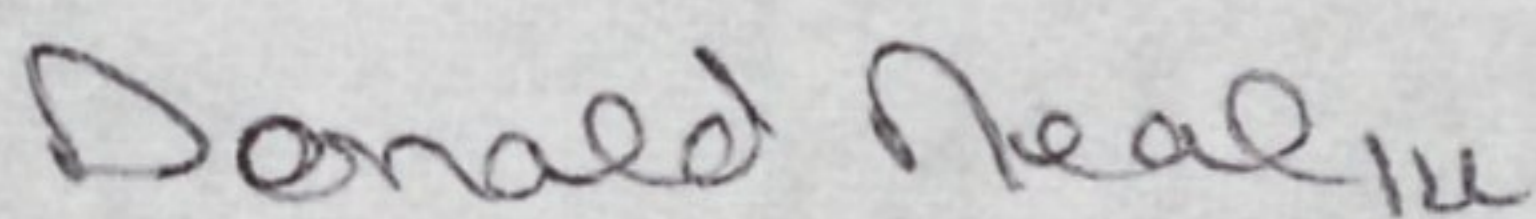
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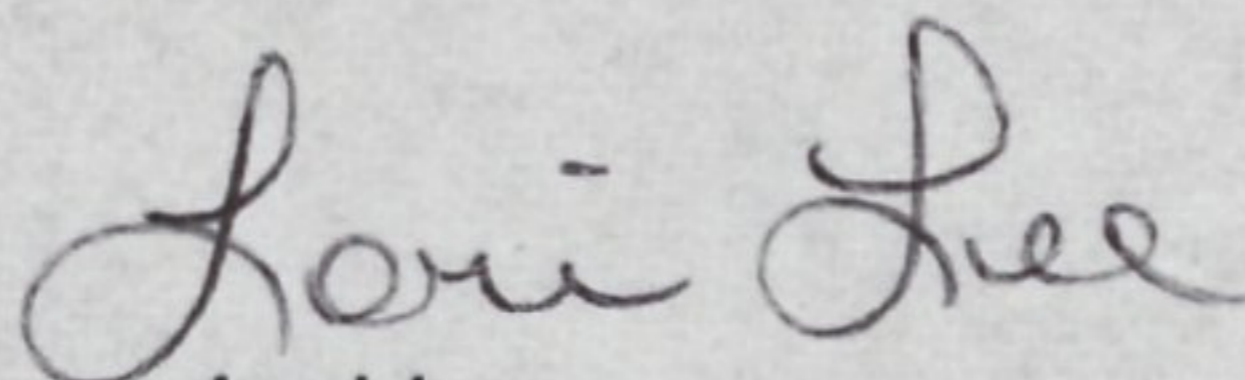
The resolution was approved as amended. **Resolution #95-48**

There being no further business, the meeting adjourned at 3:15 p.m.

Respectfully submitted,



Donald Neal
Department of Geology
Secretary of the Faculty



Lori Lee
Faculty Senate office
Administrative Assistant

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Disposition: Faculty Senate

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"Courses offered in nontraditional formats, e.g., concentrated or abbreviated time periods, must be designed to ensure an opportunity for preparation, reflection, and analysis concerning the subject matter. At least one calendar week of reflection and analysis should be provided to students for each semester hour of undergraduate credit awarded."

Disposition: Chancellor

#95-45 Undergraduate curriculum matters contained in the meeting minutes of 9 November 1995. (Copies are available in the Faculty Senate office, 140 Rawl Annex.)

Disposition: Chancellor

#95-46 Administrator Evaluation Forms (The administrative evaluation forms will be distributed to each unit in the Spring 1996. Prior to that time, copies of the approved forms are available in the Faculty Senate office, 140 Rawl Annex.)

Disposition: Chancellor

#95-47 Request to have the Faculty Governance Committee review the issue of Appendix D of the *ECU Faculty Manual* not providing a provision for absentee ballots when units did not have enough members to constitute a mail ballot.

Disposition: Faculty Governance Committee

#95-48 Resolution honoring Patricia J. Anderson, 1993-1995 Chair of the Faculty.

Disposition: Chancellor

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4hrs.
notebook
system



January 19, 1996

Office of the Chancellor
103 Spilman
919-328-6212

Mr. Don Sexauer
Chair of the Faculty
East Carolina University

Dear Professor Sexauer:

I have approved Resolutions #95-44, #95-45, #95-46, and #95-48 as adopted by the Faculty Senate on December 5, 1995. The Resolution honoring Professor Anderson is enclosed.

Best wishes.

Sincerely,

Richard R. Eakin
Chancellor

RRE/ra

cc: Dr. Tinsley E. Yarbrough
Dr. James A. Hallock

COPY



9 January 1996

Chancellor Richard Eakin
East Carolina University
Spilman Building

Faculty Senate
140 Rawl Annex

919-328-6537
919-328-6122 Fax
FSLEE@ECUVM1

Dear Dr. Eakin:

On 5 December 1995, the Faculty Senate adopted the following resolutions for your consideration:

- #95-44 ✓ Revision to the *Undergraduate Catalog*, Section 5: Academic Regulations, subsection Credits (page 46) by adding the following as a second paragraph: *"Courses offered in nontraditional formats, e.g., concentrated or abbreviated time periods, must be designed to ensure an opportunity for preparation, reflection, and analysis concerning the subject matter. At least one calendar week of reflection and analysis should be provided to students for each semester hour of undergraduate credit awarded."*
- #95-45 ✓ Undergraduate curriculum matters contained in the meeting minutes of 9 November 1995 (attachment 1).
- #95-46 ✓ Administrator Evaluation Forms (attachment 2).
- #95-48 ✓ Resolution honoring Patricia J. Anderson, 1993-1995 Chair of the Faculty (attachment 3). Please forward this resolution back to the Faculty Senate office after signing so that it can be framed and given to Professor Anderson.

The Faculty Senate also approved the following resolutions, not requiring your approval:

- #95-43 1996-97 Agenda Committee and Faculty Senate meeting dates.
- #95-47 Request to have the Faculty Governance Committee review the issue of Appendix D of the *ECU Faculty Manual* not providing a provision for absentee ballots when units do not have enough members to constitute a mail ballot.

Thank you for your consideration of the above mentioned resolutions.

Sincerely,

Don Sexauer
Chair of the Faculty

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attachments

c: Tinsley Yarbrough, Interim Vice Chancellor for Academic Affairs
James Hallock, Vice Chancellor for Health Sciences