

PLEASE POST FOR ALL FACULTY TO READ!

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

The seventh regular meeting of the 1995/1996 Faculty Senate will be held on **Tuesday, 26 March 1996**, at 2:10 in the Mendenhall Student Center Great Room.

FULL AGENDA

- I. **Call to Order**

- II. **Approval of Minutes**

20 February 1996

- III. **Special Order of the Day**
 - A. Roll Call
 - B. Announcements
 - C. Tinsley Yarbrough, Interim Vice Chancellor for Academic Affairs
 - D. James Hallock, Vice Chancellor for Health Sciences
 - E. Richard Brown, Vice Chancellor for Business Affairs and
David Watkins, Associate Vice Chancellor for Academic Affairs
Information Resources Coordinating Council (IRCC)
 - F. Approval of Spring 1996 University Graduation Roster.

- IV. **Unfinished Business**

- V. **Report of Committees**
 - A. Calendar Committee, Nancy Moss
 - 1. Revisions to approved Fall 1996 and Fall 1997 University Calendars (attachment 1).
 - 2. Proposed Summer 1998, Fall 1998, and Spring 1999 University Calendars (attachment 2).

- B. Educational Policies and Planning Committee, Madge Chamness
Revision to *ECU Faculty Manual*, Section V, Academic Information
(attachment 3).

- C. Faculty Governance Committee, Jim Joyce
 1. Revision to *ECU Faculty Manual*, Appendix A, Faculty Constitution
(attachment 4).
 2. Revision to *ECU Faculty Manual*, Appendix L, ECU Code (attachment 5).
 3. Revision to *ECU Faculty Manual*, Appendix X, Grievance Procedures for
Complaints of Sexual or Racial Harassment or Discrimination or Conflicts
of Interest Brought Against ECU Faculty members or Administrators
Holding Faculty Status (attachment 6).
 4. Revision to *ECU Faculty Manual*, Appendix V, Sexual Harassment,
Discrimination, and Conflicts of Interest Policies (attachment 7).
 5. Revision to *ECU Faculty Manual*, Appendix W, Racial and Ethnic
Harassment Policies (attachment 8).

- D. University Curriculum Committee, Jim Smith
Undergraduate curriculum matters contained in the meeting minutes of
8 February and 22 February 1996. (Copies of the minutes have been
distributed to Faculty Senators and Alternates. Others may request copies
from the Faculty Senate office at ext. 6537.)

- E. Ad Hoc Committee on Faculty-Student Nonacademic Grievances,
Linda Allred
Conclusions Following the Review of Issues (Attachment 9).

VI. New Business

PROPOSED REVISION NOTED IN BOLD PRINT.

FALL SEMESTER 1996

(Actual class days: 14 Mondays, 15 Tuesdays, 15 Wednesdays, 14 Thursdays, 14 Fridays, 14 Saturdays)

| | |
|--|---|
| June 3, Monday | Last day to apply for admission to Graduate School for the fall semester |
| August 2, Friday | Last day to pay or secure fall semester fees without penalty |
| August 19, Monday | Faculty meetings; schedules canceled for all who have not paid fees by 4:00 P.M. |
| August 20, Tuesday | Registration and schedule changes |
| August 21, Wednesday | Class begin; late registration; schedule changes |
| August 27, Tuesday | Last day for late registration and schedule changes (drop and add) |
| August 28, Wednesday | Last day for schedule changes (add only) |
| August 29, Thursday | Last day to apply for graduation in December |
| September 2, Monday | Labor Day holiday (no classes) |
| October 2, Wednesday | Last day for undergraduate students to drop a term-length courses or withdraw from school without grades. Block courses may be dropped only during the first 40% of their regularly scheduled class meetings. |
| October 17-20 Thursday - Sunday | Fall break |
| October 21, Monday | 8:00 A.M. - Classes resume |
| November 11, Monday | Early registration for spring semester 1997 begins |
| November 15, Friday | Last day to remove incompletes given during spring and/or summer session 1996 |
| November 25, Monday | Last day for graduate students to drop courses without grades |
| November 26, Tuesday | Last day to submit thesis to Graduate School for completion of degree in this term |
| November 27-December 1 Wednesday - Sunday | Thanksgiving break |
| December 2, Monday | 8:00 A.M. - classes resume |
| December 7, Saturday | Classes end |
| December 7, Saturday | Commencement |
| December 9, Monday | Regular exams begin |
| December 14, Saturday | 7:00 P.M. Exams for fall semester close |

PROPOSED REVISION NOTED IN BOLD PRINT.

FALL SEMESTER 1997

(Actual class days: 14 Mondays, 15 Tuesdays, 14 Wednesdays, 14 Thursdays, 14 Fridays, and 14 Saturdays)

| | |
|--|---|
| June 2, Monday | Last day to apply for admission to Graduate School for the fall semester |
| August 6, Wednesday | Last day to pay or secure fall semester fees without penalty |
| August 19, Tuesday | Faculty meetings; schedules canceled for all who have not paid fees by 4:00 P.M. |
| August 20, Wednesday | Registration and schedule changes |
| August 21, Thursday | Classes begin; late registration; schedule changes |
| August 27, Wednesday | Last day for late registration and schedule changes (drop and add) |
| August 28, Thursday | Last day for schedule changes (add only) |
| September 1, Monday | Labor Day holiday (no classes) |
| September 4, Thursday | Last day to apply for graduation in December |
| October 2, Thursday | Last day for undergraduate students to drop term-length courses or withdraw from school without grades. Block courses may be dropped only during the first 40% of their regularly scheduled class meetings. |
| October 23-26 Thursday - Sunday | Fall break |
| October 27, Monday | 8:00 A.M. Classes resume |
| November 10, Monday | Early registration for spring semester 1998 begins |
| November 14, Friday | Last day to remove incompletes given during spring and/or summer session 1997 |
| November 24, Monday | Last day for graduate students to drop courses without grades |
| November 25, Tuesday | Last day to submit thesis to Graduate School for completion of degree in this term |
| November 26-30 Wednesday - Sunday | Thanksgiving break |
| December 1, Monday | 8:00 A.M. - classes resume |
| December 6, Saturday | Classes end |
| December 6, Saturday | Commencement |
| December 8, Monday | Regular exams begin |
| December 13, Saturday | 7:00 P.M. Exams for fall semester close |

**SUMMER SESSIONS 1998
FIRST TERM**

(Actual class days: 5 Mondays, 5 Tuesdays, 5 Wednesdays, 5 Thursdays, 5 Fridays, 1 day for Registration, 1 day for Final Exams)

| | |
|-------------------|---|
| March 16, Monday | Last day to apply for admission to Graduate School for first summer term |
| May 15, Friday | Schedules canceled for all who have not paid fees by 4:00 P.M. |
| May 18, Monday | Registration and schedule changes |
| May 19, Tuesday | Classes begin; late registration; schedule changes |
| May 20, Wednesday | Last day for late registration and schedule changes (drop and add) for first term |
| May 21, Thursday | Last day for schedule changes (add only) |
| June 1, Monday | Last day for undergraduate students to drop term-length courses or withdraw from school without grades. Block courses may be dropped only during the first 40% of their regularly scheduled class meetings. |
| June 16, Tuesday | Last day for graduate students to drop courses without grades |
| June 22, Monday | Classes end |
| June 23, Tuesday | Final examinations |

SECOND TERM

(Actual class days: 5 Mondays, 5 Tuesdays, 5 Wednesdays, 6 Thursdays, 4 Fridays, 1 day for Registration, 1 day for Final Exams)

| | |
|--------------------|---|
| May 1, Friday | Last day to apply for admission to Graduate School for second summer term |
| June 23, Tuesday | Schedules canceled for all who have not paid fees by 4:00 P.M. |
| June 24, Wednesday | Registration and schedule changes |
| June 25, Thursday | Classes begin; late registration; schedule changes |
| June 26, Friday | Last day for late registration and schedule changes (drop and add) for second term |
| June 29, Monday | Last day for schedule changes (add only) |
| July 3, Friday | State Holiday (no classes) |
| July 9, Thursday | Last day for undergraduate students to drop term-length courses or withdraw from school without grades. Block courses may be dropped only during the first 40% of their regularly scheduled class meetings. |
| July 20, Monday | Last day to submit thesis to Graduate School for completion of degree in the summer session |
| July 24, Friday | Last day for graduate students to drop courses without grades |
| July 30, Thursday | Classes end |
| July 31, Friday | Final examinations |

FALL SEMESTER 1998

(Actual class days: 14 Mondays, 15 Tuesdays, 14 Wednesdays, 14 Thursdays, 14 Fridays, and 14 Saturdays)

| | |
|--------------------------------------|---|
| June 1, Monday | Last day to apply for admission to Graduate School for the fall semester |
| August 4, Tuesday | Last day to pay or secure fall semester fees without penalty |
| August 17, Monday | Faculty meetings; schedules canceled for all who have not paid fees by 4:00 P.M. |
| August 18, Tuesday | Registration and schedule changes |
| August 19, Wednesday | Classes begin; late registration; schedule changes |
| August 25, Tuesday | Last day for late registration and schedule changes (drop and add) |
| August 26, Wednesday | Last day for schedule changes (add only) |
| September 2, Wednesday | Last day to apply for graduation in December |
| September 7, Monday | Labor Day holiday (no classes) |
| September 30, Wednesday | Last day for undergraduate students to drop term-length courses or withdraw from school without grades. Block courses may be dropped only during the first 40% of their regularly scheduled class meetings. |
| October 14-18 Wednesday - Sunday | Fall break |
| October 19, Monday | 8:00 A.M. Classes resume |
| November 9, Monday | Early registration for spring semester 1999 begins |
| November 13, Friday | Last day to remove incompletes given during spring and/or summer session 1998 |
| November 23, Monday | Last day for graduate students to drop courses without grades |
| November 24, Tuesday | Last day to submit thesis to Graduate School for completion of degree in this term |
| November 25-29 Wednesday - Sunday | Thanksgiving break |
| November 30, Monday | 8:00 A.M. - classes resume |
| December 5, Saturday | Classes end |
| December 5, Saturday | Commencement |
| December 7, Monday | Regular exams begin |
| December 12, Saturday | 7:00 P.M. Exams for fall semester close |

**EXAMINATION SCHEDULE
FALL SEMESTER 1998**

There will be no departure from the printed schedule, except as noted below: All examinations for one credit hour courses will be held during the last regular meeting of the class. Classes meeting more than three times a week will follow the examination schedule for MWF classes.

Examinations in undergraduate courses meeting at night will be held at 7:30-9:30 p.m. on the first night of their usual meeting during the examination period (December 7 - December 12). Graduate courses meeting at night will hold their examination during their regular class times the first class night during the examination period. Courses meeting on Saturday morning will have the final examination on Saturday, December 12, at the usual hour at which the class meets.

Those classes beginning between hours or meeting more than one hour will have the final examinations at the time scheduled of the hour during which the class begins (e.g., a 9:30-11:00 a.m., TTH class will meet the examination schedule of the 9:00 a.m. TTH class; an 8:00-10:00 a.m. MWF class will meet the examination schedule of the 8:00 a.m. MWF class)

Common examinations will be held according to the following schedule:

| | | |
|---|-----------|-----------------------|
| ECON 1000, 2113, 2133 | 5:00-7:00 | Monday, December 7 |
| CHEM 1121, 1151, 1161, 2621 | 5:00-7:00 | Tuesday, December 8 |
| CHEM 0150, 1120, 1150, 1160, 2620 | 5:00-7:00 | Wednesday, December 9 |
| FREN 1001, 1003, SPAN 1001, 1004, GERM 1001 | 5:00-7:00 | Thursday, December 10 |
| PHYS 1251, 1261, MATH 1065 | 5:00-7:00 | Friday, December 11 |
| FREN 1002, SPAN 1002, 1003, GERM 1002 | 5:00-7:00 | Saturday, December 12 |

| <u>Times class regularly meets</u> | <u>Time and day of examination</u> |
|------------------------------------|------------------------------------|
| 8:00 MWF | 8:00 - 10:00 Wednesday, December 9 |
| 8:00 TTH | 8:00 - 10:00 Thursday, December 10 |
| 9:00 MWF | 8:00 - 10:00 Friday, December 11 |
| 9:00 TTH | 8:00 - 10:00 Tuesday, December 8 |
| 10:00 MWF | 8:00 - 10:00 Monday, December 7 |
| 10:00 TTH | 8:00 - 10:00 Saturday, December 12 |
| 11:00 MWF | 11:00 - 1:00 Wednesday, December 9 |
| 11:00 TTH | 11:00 - 1:00 Thursday, December 10 |
| 12:00 MWF | 11:00 - 1:00 Friday, December 11 |
| 12:00 TTH | 11:00 - 1:00 Tuesday, December 8 |
| 1:00 MWF | 11:00 - 1:00 Monday, December 7 |
| 1:00 TTH | 11:00 - 1:00 Saturday, December 12 |
| 2:00 MWF | 2:00 - 4:00 Wednesday, December 9 |
| 2:00 TTH | 2:00 - 4:00 Thursday, December 10 |
| 3:00 MWF | 2:00 - 4:00 Friday, December 11 |
| 3:00 TTH | 2:00 - 4:00 Tuesday, December 8 |
| 4:00 & 5:00 MWF | 2:00 - 4:00 Monday, December 7 |
| 4:00 & 5:00 TTH | 2:00 - 4:00 Saturday, December 12 |

Faculty Senate Agenda
26 March 1996
Attachment 2. (continued)

SPRING SEMESTER 1999

(Actual class days: 14 Mondays, 15 Tuesdays, 14 Wednesdays, 14 Thursdays, 13 Fridays, 13 Saturdays. Effective class days: 14 Mondays, 14 Tuesdays, 14 Wednesdays, 14 Thursdays, 14 Fridays, 14 Saturdays.)

| | |
|---------------------------------|--|
| October 15, Thursday | Last day to apply for admission to Graduate School for the spring semester |
| December 18, Friday | Last day to pay or secure spring semester fees without penalty |
| January 7, Thursday | Schedules canceled for all who have not paid fees by 4:00 P.M. |
| January 8, Friday | Registration and schedule changes |
| January 11, Monday | Classes begin; late registration; schedule changes |
| January 15, Friday | Last day for late registration and schedule changes (drop and add) |
| January 18, Monday | State Holiday (no classes) |
| January 19, Tuesday | Last day for schedule changes (add only) |
| January 26, Tuesday | Last day to apply for graduation in May |
| February 22, Monday | Last day for undergraduate students to drop term-length courses or withdraw from school without grades. Block courses may be dropped only during the first 40% of their regularly scheduled class meetings. |
| March 7-14 (Sunday - Sunday) | Spring break |
| March 15, Monday | 8:00 A.M. Classes resume |
| March 29, Monday | Early registration for summer sessions and fall semester |
| March 30, Tuesday | State holiday makeup day. (Classes which normally would have met on Friday, April 2, will meet on this day so that there will effectively be the same number of Tuesdays and Fridays as every other weekday during the semester. Tuesday classes will not meet.) |
| April 2, Friday | State holiday (no classes) |
| April 6, Tuesday | Last day to remove incompletes given during fall semester |
| April 15, Thursday | Last day for graduate students to drop courses without grades |
| April 16, Friday | Last day to submit thesis to Graduate School for completion of degree in this term |
| April 27, Tuesday | Classes end |
| April 28, Wednesday | Reading day |
| April 29, Thursday | Regular exams begin |
| May 6, Thursday | 7:00 P.M. - Exams for spring semester close |
| May 8, Saturday | Commencement |

**EXAMINATION SCHEDULE
SPRING SEMESTER 1999**

There will be no departure from the printed schedule, except as noted below: All examinations for one credit hour courses will be held during the last regular meeting of the class. Classes meeting more than three times a week will follow the examination schedule for MWF classes.

Examinations in undergraduate courses meeting at night will be held at 7:30-9:30 p.m. on the first night of their usual meeting during the examination period (April 29 - May 6). Graduate courses meeting at night will hold their examination during their regular class times the first class night during the examination period. Courses meeting on Saturday morning will have the final examination on Saturday, May 1, at the usual hour at which the class meets.

Those classes beginning between hours or meeting more than one hour will have the final examinations at the time scheduled of the hour during which the class begins (e.g., a 9:30-11:00 a.m., TTH class will meet the examination schedule of the 9:00 a.m. TTH class; an 8:00-10:00 a.m. MWF class will meet the examination schedule of the 8:00 a.m. MWF class)

Common examinations will be held according to the following schedule:

| | | |
|--|-----------|--------------------|
| Chemistry 1121, 1151, 1161, 2621 | 5:00-7:00 | Thursday, April 29 |
| Chemistry 0150, 1120, 1150, 1160, 2620 | 5:00-7:00 | Friday, April 30 |
| French 1001,1003, Spanish 1001,1004, German 1001 | 5:00-7:00 | Monday, May 3 |
| Physics 1251, 1261, Mathematics 1065 | 5:00-7:00 | Tuesday, May 4 |
| French 1002, Spanish 1002, 1003, German 1002 | 5:00-7:00 | Wednesday, May 5 |
| Economics 1000, 2113, 2133 | 5:00-7:00 | Thursday, May 6 |

| <u>Times class regularly meets</u> | <u>Time and day of examination</u> |
|------------------------------------|------------------------------------|
| 8:00 MWF | 8:00 - 10:00 Friday, April 30 |
| 8:00 TTH | 8:00 - 10:00 Thursday, April 29 |
| 9:00 MWF | 8:00 - 10:00 Monday, May 3 |
| 9:00 TTH | 8:00 - 10:00 Tuesday, May 4 |
| 10:00 MWF | 8:00 - 10:00 Wednesday, May 5 |
| 10:00 TTH | 8:00 - 10:00 Thursday, May 6 |
| 11:00 MWF | 11:00 - 1:00 Friday, April 30 |
| 11:00 TTH | 11:00 - 1:00 Thursday, April 29 |
| 12:00 MWF | 11:00 - 1:00 Monday, May 3 |
| 12:00 TTH | 11:00 - 1:00 Tuesday, May 4 |
| 1:00 MWF | 11:00 - 1:00 Wednesday, May 5 |
| 1:00 TTH | 11:00 - 1:00 Thursday, May 6 |
| 2:00 MWF | 2:00 - 4:00 Friday, April 30 |
| 2:00 TTH | 2:00 - 4:00 Thursday, April 29 |
| 3:00 MWF | 2:00 - 4:00 Monday, May 3 |
| 3:00 TTH | 2:00 - 4:00 Tuesday, May 4 |
| 4:00 & 5:00 MWF | 2:00 - 4:00 Wednesday, May 5 |
| 4:00 & 5:00 TTH | 2:00 - 4:00 Thursday, May 6 |

EDUCATIONAL POLICIES AND PLANNING COMMITTEE REPORT

REVISION TO *ECU FACULTY MANUAL* *PART V. ACADEMIC INFORMATION*

Replace the current information located in Section III. Curriculum Development with the following:

"Curriculum development is a faculty responsibility. Recommendations for new courses, course revisions, and changes in admission requirements for degree programs originate within the various schools and departments and within interdepartmental committees. Courses are approved by the unit faculty in accordance with unit code provisions and by the Council for Teacher Education, when appropriate. Undergraduate and 5000-level courses require consideration by the following bodies: the college or school curriculum committee, the University Curriculum Committee, the Faculty Senate, and the chancellor. In addition to unit approval and, when appropriate, Council for Teacher Education approval, 5000-level and other graduate courses require consideration by the Graduate Curriculum Committee and the Graduate Council. New and revised areas of concentration and options and revised minors which do not require UNC-General Administration approval are also approved by this procedure.

The development of new degree programs is a shared responsibility of the faculty, the administration at East Carolina University, the ECU Board of Trustees, the UNC-General Administration, and the UNC Board of Governors. The board of governors has final statutory responsibility to determine the functions, educational activities, and academic programs of the constituent institutions.

REQUESTS FOR AUTHORIZATION TO PLAN NEW DEGREE PROGRAMS, NEW MINORS AND NEW TRACKS WHICH REQUIRE NEW STATE ALLOCATIONS

Recommendations for new degree programs, as well as new minors and new tracks which require new state allocations from the UNC Board of Governors, originate within the various schools and departments or within interdepartmental committees. Academic units desiring to plan these new programs, except for new minors, must submit a notification of intent to the appropriate dean(s) (e.g., school, college, Graduate School), the director of the appropriate library (Joyner and/or Health Sciences Library), director of planning and institutional research, director of computer services, and the appropriate vice chancellor by January 1 of odd-numbered years. In addition to the notification of intent, the program will show evidence that the planned degree is a priority in the unit's strategic/operational plan. Before making any formal request to plan any of these new programs, the unit must consult with all other units that may be affected, including Joyner Library, Health Sciences Library, and Computing and Information Systems. Requests for authorization to plan are reviewed on campus by undergraduate or graduate committees in the faculty governance review process as depicted in chart form as follows. Requests for authorization to plan a new degree program or new track requiring additional resources must be submitted to the appropriate oversight committees (e.g., Educational Policies and Planning Committee, Graduate Council) on or before October 1 of odd-numbered years. A copy of the notification of intent must be attached to the request. Through administrative channels, the dean recommends to the vice chancellor for academic affairs or the vice chancellor for health sciences, as appropriate, who recommends to the chancellor. For a graduate program, the dean also recommends to the vice chancellor for research and graduate studies who will forward his or her recommendation with those of the dean and the Graduate Council to the chancellor. Requests for authorization to plan new degree programs and new tracks which require additional resources are forwarded to the president of the University of North Carolina by the chancellor. Proposals for new degree programs and new tracks which require additional resources require authorization to plan from the president of the University of North Carolina and the Committee on Educational Planning, Policies, and Programs of the board of governors. New minors follow only the campus approval process. (See below.)

REQUESTS FOR AUTHORIZATION TO ESTABLISH

Requests to establish new programs that have received authorization to plan must be approved by the unit faculty according to unit code requirements. Programs that have received authorization to plan must submit their request to establish to the appropriate oversight committees at least by November of the odd-numbered year following approval to plan. Before making any formal request to establish a new program, the unit must again consult with all the other units that may be affected, including Joyner Library, Health Sciences Library, and Computing and Information Systems. The requests to establish are then reviewed according to the faculty governance review process depicted in chart form, as follows. The administrative approval process is the same as that described above for requests for authorization to plan. The chancellor forwards the proposed new

programs with the requests for authorization to establish to the president of the University of North Carolina for approval. The president submits the proposed program to the UNC Committee on Educational Planning, Policies, and Programs, which recommends to the board of governors. If the new programs require new resources, the Committee on Educational Planning, Policies, and Programs, acting jointly with the board's Committee on Budget and Finance, will so recommend to the board. The president will communicate to the chancellor the decision of the board and, in the event of favorable action, an approximate date for the initiation of the program.

REQUESTS FOR NEW MINORS

New minors follow the same on-campus procedure as new degree programs for request for authorization to plan and request to establish with the following exceptions: Notification of intent to plan a new minor must be submitted at least three months prior to submission of the request for authorization to plan. There is no specified timetable for submission of request for authorization to plan. Permission to plan, if authorized, will extend for a two-year period. Request to establish must be submitted at least one year prior to the date of intended implementation.

REQUESTS FOR NEW TRACKS WHICH DO NOT REQUIRE NEW STATE ALLOCATIONS

Units that wish to establish new tracks which do not require new state allocations must submit a request to establish at least one year prior to the date of intended implementation, following the procedure for establishing new degree programs. Evidence that the new track is a priority in the unit's strategic/operational plan must be shown.

Formats for requests for authorization to plan and to establish new programs are available in the offices of deans and vice chancellors."

Also attached are revised charts depicting the procedures for developing a new degree program

**Faculty Senate Agenda
26 March 1996
Attachment 4.**

FACULTY GOVERNANCE COMMITTEE REPORT

REVISION TO *ECU FACULTY MANUAL* *APPENDIX A. FACULTY CONSTITUTION*

Revise Appendix A. Faculty Constitution, Section V. Organization of the Faculty Senate, by revising the last paragraph in that section to read as follows:

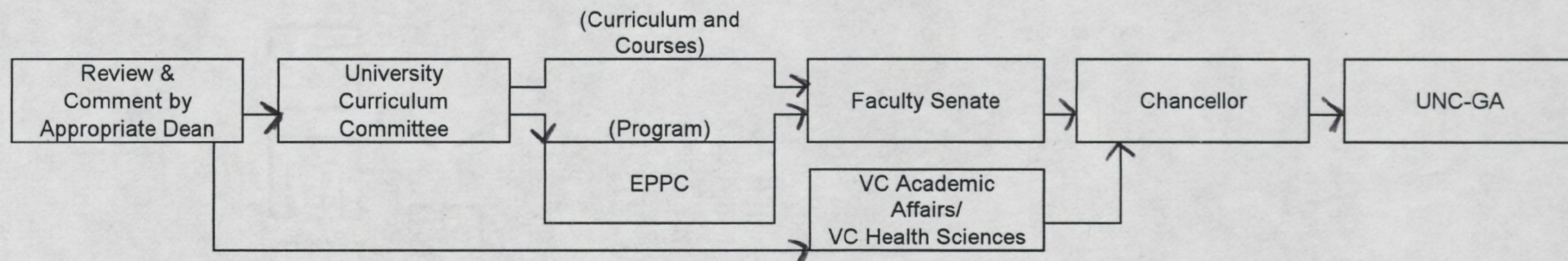
(additions are noted in bold print, and deletions in strikethrough)

The count of faculty members for the purpose of apportionment shall include those members who are absent from the campus because of illness or leave of absence, unless replaced by a full-time instructor or above under annual contract. The ex-officio members of the Faculty Senate shall include the following representatives of the East Carolina University administration: Chancellor, Vice Chancellor for Academic Affairs, Vice Chancellor for Health Sciences, **Vice Chancellor for Research**, and ~~one additional member elected by the Council of Academic Deans~~ **an academic dean elected by the Administrative Council** in a manner determined by the Council. The immediate past Chair of the Faculty and the elected representatives of East Carolina University to the Faculty Assembly of the University of North Carolina who are not members of the Faculty Senate shall also be ex-officio members. These ex-officio members shall have a vote in all Senate matters except the election of officers and committee members.

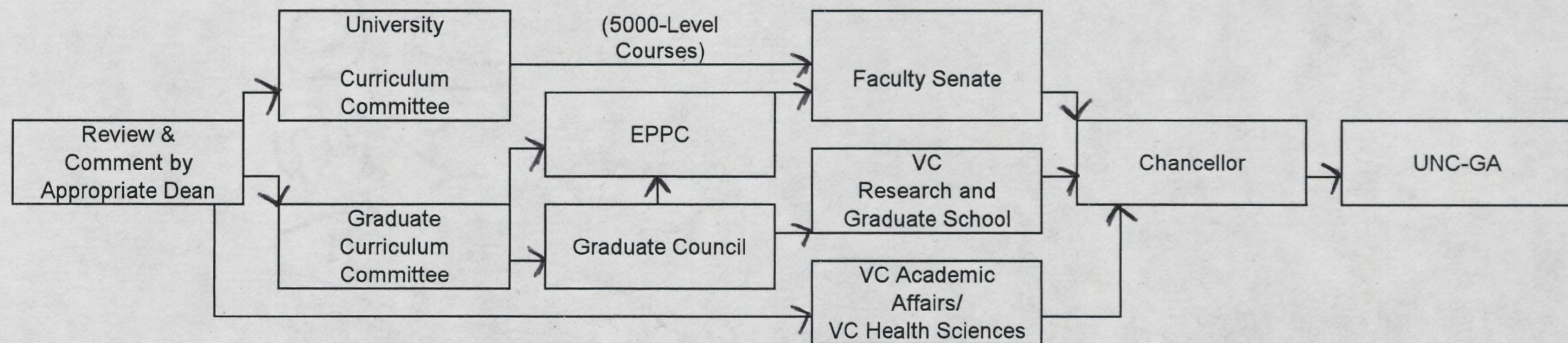
CURRICULUM DEVELOPMENT PROCEDURES FOR DEVELOPING A NEW DEGREE PROGRAM

AUTHORIZATION TO ESTABLISH

Undergraduate Programs



Graduate Programs

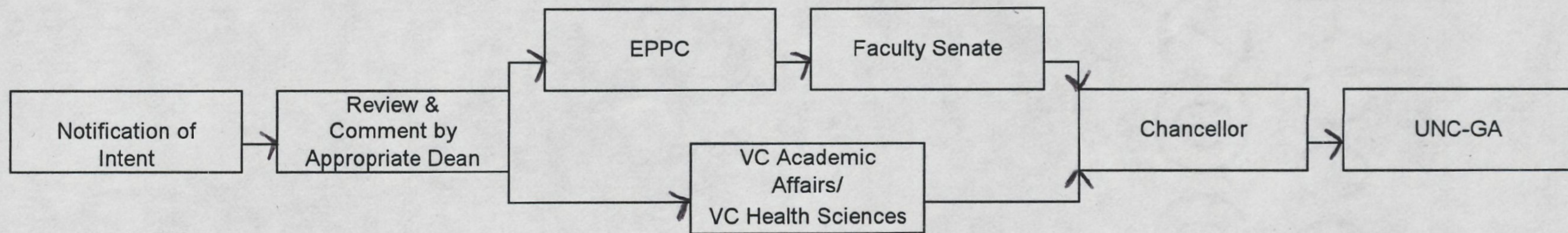


EDUCATIONAL POLICIES AND PLANNING COMMITTEE REPORT

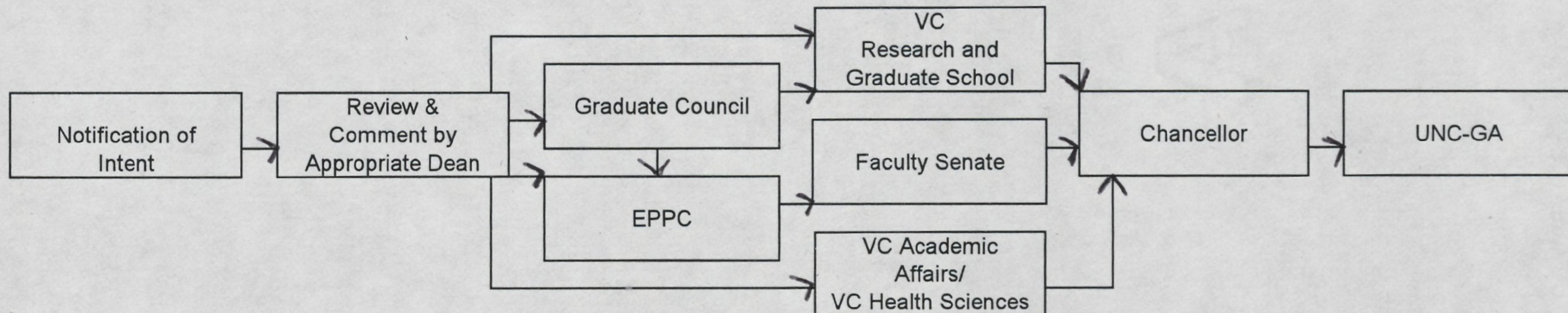
CURRICULUM DEVELOPMENT PROCEDURES FOR DEVELOPING A NEW DEGREE PROGRAM

AUTHORIZATION TO PLAN

Undergraduate Programs



Graduate Programs



FACULTY GOVERNANCE COMMITTEE REPORT

REVISION TO ECU FACULTY MANUAL APPENDIX L, ECU CODE

Revise Appendix L. ECU Code, Section D. Code Unit Changes, by replacing all of the material in that section with the following:

"D. Code Unit Changes

1. *The policies and procedures set forth in this section apply to the following code unit changes:*
 - a. *dissolving a code unit without terminating faculty members' employment,*
 - b. *dividing a code unit into two or more code units,*
 - c. *merging a code unit with one or more code units,*
 - d. *moving a code unit,*
 - e. *changing a code unit's status from a department in the College of Arts and Sciences to a professional school, or from a professional school to one or more departments in the college,*
 - f. *renaming a code unit,*
 - g. *any combination of the above.*

Changes will not occur until the faculty members in the units affected and the Faculty Senate have the opportunity to recommend to the Chancellor approval or disapproval of the proposed changes as originally presented or as amended by the affected units or the Faculty Senate.

2. *Proposals recommending code unit changes of the sort listed above may be initiated by:*
 - a. *at least one-fourth of a code unit's faculty members or*
 - b. *by administrators holding faculty status.*

Proposals must include at least a vestigial code of operations reflecting the changes and detailed plans for any faculty who might be displaced by the change.

3. *Procedures for making code unit changes are as follows:*
 - a. *The person(s) initiating a proposal will provide copies of the proposal to the faculty members and unit administrators of all code units to be altered by the proposed changes.*
 - b. *Within 15 working days after the proposal has been distributed the initiator(s) will meet to discuss the proposal with the faculty members of the unit(s) or with representatives elected by each affected unit, the unit administrators, and the appropriate deans and vice chancellors (or their representatives).*
 - c. *Within 10 working days after this meeting, the faculty members of each affected unit will meet and vote their approval or disapproval of the proposal in its original form or as amended and then will communicate in writing the results of their action to their unit administrator.*
 - d. *Within 10 working days the unit administrator will forward to the next higher administrator the results of the unit's action and his or her concurrence or non-concurrence with the unit's action.*
 - e. *Within 10 working days the next higher administrator will communicate in writing to the initiator(s) and to the appropriate vice-chancellor(s) the following: the unit faculty's action, the unit administrator's concurrence or non-concurrence with that action, and his or her concurrence or non-concurrence with that action.*

Faculty Senate Agenda
26 March 1996
Attachment 5. (continued)

- f. *The initiator(s) shall present copies of the proposal, the affected units' faculty recommendations, and the relevant administrators' concurrence or non-concurrence to the chair of the Educational Policies and Planning Committee. The committee shall consult with appropriate deans and vice-chancellors, and, if it deems necessary, with other faculty members and administrators. Within 40 working days (during the regular academic year), the committee will report its recommendations to the Faculty Senate.*
- g. *The Faculty Senate will vote in a timely manner to recommend to the Chancellor the approval or disapproval of the proposal as originally received by the Educational Policies and Planning Committee or as amended by the Faculty Senate.*
- h. *If the changes are approved by the Chancellor (and higher authority if necessary), implementation of these changes will be overseen by a committee including a faculty member appointed by the Chancellor, a faculty member appointed by the Chair of the Faculty, and a faculty member appointed by the Educational Policies and Planning Committee. The committee will provide timely reports on progress to the Educational Policies and Planning Committee.*

Faculty Senate Agenda
26 March 1996
Attachment 6.

FACULTY GOVERNANCE COMMITTEE REPORT
REVISION TO ECU FACULTY MANUAL

APPENDIX X, GRIEVANCE PROCEDURES FOR COMPLAINTS OF SEXUAL OR RACIAL HARASSMENT OR DISCRIMINATION OR CONFLICTS OF INTEREST BROUGHT AGAINST ECU FACULTY MEMBERS OR ADMINISTRATORS HOLDING FACULTY STATUS

Revise *Appendix X*, by adding the following at the end of Section I. Preamble as follows:

"The chancellor may take such disciplinary action as he or she deems appropriate, including discharge, suspension from employment, or reduction in rank."

Faculty Senate Agenda
26 March 1996
Attachment 7.

FACULTY GOVERNANCE COMMITTEE REPORT
REVISION TO ECU FACULTY MANUAL

APPENDIX V, SEXUAL HARASSMENT, DISCRIMINATION, AND CONFLICTS OF INTEREST POLICIES

Revise *Appendix V*, by adding a new section at the end of the document as follows:

- "VII. Disciplinary Action*
See section I of Appendix X of the ECU Faculty Manual for the policies and procedures governing disciplinary actions that may be taken against faculty members who violate these policies."

Faculty Senate Agenda
26 March 1996
Attachment 8.

FACULTY GOVERNANCE COMMITTEE REPORT

REVISION TO ECU FACULTY MANUAL APPENDIX W, RACIAL AND ETHNIC HARASSMENT POLICIES

Revise *Appendix W*, by adding a new section at the end of the document as follows:

"VI. *Disciplinary Action*
See section I of Appendix X of the ECU Faculty Manual for the policies and procedures governing disciplinary actions that may be taken against faculty members who violate these policies."

Faculty Senate Agenda
26 March 1996
Attachment 9.

AD HOC COMMITTEE ON FACULTY-STUDENT NONACADEMIC GRIEVANCES REPORT

In November 1995, the Faculty Senate established an ad hoc committee consisting of three members appointed by the Chair of the Faculty, three members appointed by the Chancellor, and a representative from the Division of Student Life, Undergraduate Studies, and University Attorney's office. The committee was charged to review what is currently being done relative to faculty-student grievances and to consider how to handle concerns not yet covered by policies already in place. The committee was asked to report to the Faculty Senate prior to the end of the 1995-96 academic year.

After investigating the issue of grievances against faculty by students, the committee has reached several conclusions:

- 1) Non-academic grievances against students by faculty are already covered by the *Student Code of Conduct*.
- 2) Non-academic grievances against faculty by students appear to be rare.
- 3) No new formal policies are necessary at this time.
- 4) The following statement was developed by the Committee for inclusion in the *Student Handbook*:

"In situations where a student has a non-academic complaint against a faculty member, the student should report the complaint to the office of the Dean of Students for possible resolution. The Dean of Students, as a courtesy, will contact the faculty member involved and discuss options for mediating the problem with the faculty member and the student."