

**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 26 MARCH 1996

The seventh regular meeting of the 1995-96 Faculty Senate was held on Tuesday, 26 March 1996, in the Mendenhall Student Center Great Room.

Senators absent were: Professors Blinson and Brent (Education), Bohannon and Nida (Human Environmental Sciences), Kataria and McMillen (Medicine), Allred (Psychology), Ray (Theatre Arts), Chancellor Eakin, Givens (Faculty Assembly Representative), and Uhr (Academic Council Representative).

Alternates present were: Ayers for Evans (Chemistry), Eudey for Woodside (Math), and Dolezal for Fiordalisi (Medicine).

Announcements:

1. The Chancellor has approved the following resolutions:
96-9 Request for authorization to establish a new degree program in Biomedical Physics.
96-10 Undergraduate curriculum matters contained in the meetings of 11 January and 25 January 1996.
2. Dr. Eakin was unable to attend the Faculty Senate meeting due a scheduled meeting in Chapel Hill with the UNC Administrative Council.
3. The Committee on Committees is requesting more tenured faculty members to volunteer to serve on any of the five standing Appellate Committees. At present, there are twenty-four upcoming vacancies on these committees. If interested, please call the Faculty Senate office at ext. 6537.
4. The Faculty Senate now has a web page on the East Carolina University Home Page. The location is <http://ecuvax.cis.ecu.edu>. Faculty are encouraged to view this new information and forward any concerns or suggestions to the Faculty Senate office.
5. All Academic Committees' Annual Reports are due in the Faculty Senate office no later than 1 May 1996.
6. Copies of the *1995-96 ECU Fact Book* will be distributed to all Faculty Senators and Alternates in early April. Please call the office of Planning and Institutional Research if you do not receive a copy.
7. A special thanks was extended to Chancellor and Mrs. Eakin for the wonderful reception that was held at their home on 15 March 1996, honoring the Faculty Senate.
8. Revised 1997-98 Research and Teaching summer stipend and project expense grant proposal forms will be available in the Faculty Senate office beginning Wednesday 24 April 1996.
9. The Faculty Governance Committee met on 13 March 1996, to discuss two issues forwarded to them via the Chair of the Faculty. Those issues, reduction of faculty probationary terms and off-track faculty probationary terms, were in regard to the Interim Vice Chancellor for Academic Affairs' memorandums dated 8 February 1996, and 13 February 1996, respectively. The Committee adopted the following clarifications:
 1. *Appendix D* states that "*the normal probationary term for the professorial ranks, as established at the time of initial appointment, shall be....*" This was intentional to remove ambiguity in previous versions of *Appendix D*. Thus, the promotion of an assistant professor to associate professor before the end of the probationary term has no effect on the original contractual probationary term. Of course, a faculty member could apply for early tenure following Section II.C.5.
 2. In order to afford the maximum opportunity for tenure, it is the position of the Faculty Governance Committee that the probationary term for personnel hired at the professorial ranks, whose contract date occurs earlier than the beginning of the Fall semester, will be measured from the beginning of the subsequent Fall semester. Of course, a faculty member could apply for early tenure following Section II.C.5.

Tinsley Yarbrough, Interim Vice Chancellor for Academic Affairs, began by reporting on the number of faculty in each academic rank. Please refer to the attached copy of Vice Chancellor Yarbrough's report entitled *Longitudinal Profile of Faculty Tenure Status*. Vice Chancellor Yarbrough announced that the General Administration is working on a blanket articulation agreement with community colleges. A series of committees will be formed to deal with specifics of the agreement as related to specific disciplines. A call for nominations to serve on these committees is forthcoming from the General Administration and, when required, will be called for.

James Hallock, Vice Chancellor for Health Sciences, reported on a *U.S. News and World Report* ranking of schools of medicine that listed the ECU School of Medicine as 14th in the nation in primary care and fourth in rural medicine. The current matching of graduates with prospective hospitals in which internships will be served resulted in 74% first choice matches. Primary care is the chosen area of 70% of current graduating students. Thirty five percent will go into family medicine. Current matches are spread around the country. Several practice sites are being developed around the region. This involves the establishment of an infrastructure between the School of Medicine and physicians in surrounding areas to provide educational opportunities for School of Medicine students and more effective patient care in surrounding areas. Questions about the legality of establishing such contracts have been answered by the Attorney General's office.

Richard Brown, Vice Chancellor for Business Affairs and David Watkins, Associate Vice Chancellor for Academic Affairs reported on the structure and activities of the Information Resources Coordinating Council. They have been

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involved with the development of a vision statement and plan for the use of information technologies on campus. After meeting with a consultant from Case Western Reserve University the council came up with an action plan. Included in the plan are the need to develop a vision statement, the creation of a training center (possibly in the library), the determination of what tools are needed by faculty to facilitate their mission, the possibility of creating chatrooms to improve faculty-student interaction. The council also recognized the need to employ consultants in disciplines or to retrain current faculty in technology skills, the need to expand network connections for campus, and the need for additional funds to accomplish these goals. Support is being requested for many of these initiatives from the General Administration. The council is also looking at e-mail systems, shareware, expand multimedia equipped classrooms, how we can obtain more resources, and the possibilities of reallocation of funds, grants and contracts, gifts, creative partnerships with technology firms, how we can do a better job of promoting what we do well. Among the other topics being discussed are voice response systems for registration, other technologies that might improve the registration process, the availability of information on record tags on the web, availability of course listings on the web, the oversight of home page development, the one card system, the kiosk project, information retrieval, the rapid pace of technology change, limited staffing.

The Spring 1996 University Graduation roster was approved subject to the candidates' successful completion of their degree requirements. **Resolution #96-11**

The revised Fall 1996 and Fall 1997 University Calendars were approved as presented. **Resolution #96-12** (Copies of these calendars may be obtained by calling the Faculty Senate office at ext. 6537.)

The proposed Summer 1998, Fall 1998, and Spring 1999 University Calendars were approved as presented. **Resolution #96-13** (Copies of these calendars may be obtained by calling the Faculty Senate office at ext. 6537.)

Following discussion, the proposed revisions to the *ECU Faculty Manual*, Section V. Academic Information, were recommitted to the Educational Policies and Planning Committee for further study. Faculty were asked to submit concerns in writing to Professor Chamness located in the School of Allied Health Sciences, Belk Building. **Resolution #96-14**

The proposed revision to the *ECU Faculty Manual*, Appendix A, Faculty Constitution, Section V. Organization of the Faculty Senate was presented to the body. The Faculty Senate will be asked to act upon this report at the next Faculty Senate meeting scheduled for 16 April 1996. Following action by this body, and upon approval by the Chancellor and General Faculty at Fall Convocation, the revised section of Appendix A will be forwarded to each faculty member for placement in their *ECU Faculty Manuals*.

The proposed revision to the *ECU Faculty Manual*, Appendix L, ECU Code, Section D. Code Unit Changes was approved as presented. **Resolution #96-15** (Please refer to the list of resolutions at the end of this report for the full revision. Upon approval by the Chancellor and Board of Trustees, the revised section of Appendix L will be forwarded to each faculty member for placement in their *ECU Faculty Manuals*.)

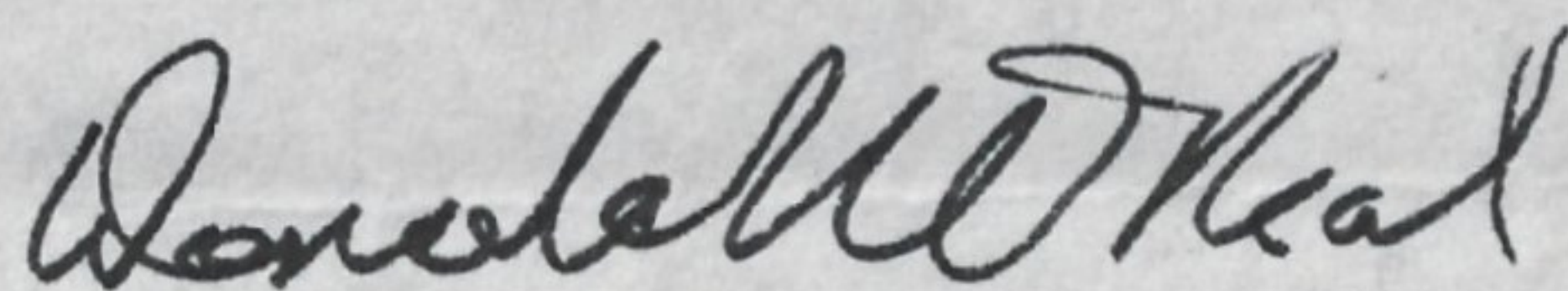
The proposed revision to the *ECU Faculty Manual*, Appendix X, Grievance Procedures for Complaints of Sexual or Racial Harassment or Discrimination or Conflicts of Interest Brought Against ECU Faculty Members or Administrators Holding Faculty Status, Appendix V, Sexual Harassment, Discrimination, and Conflicts of Interest Policies, and Appendix W, Racial and Ethnic Harassment were approved as presented. **Resolution #96-16** (Please refer to the list of resolutions at the end of this report for the full revisions. Following approval by the Chancellor, these revisions will be forwarded to each faculty member in August for placement in their *ECU Faculty Manuals*.)

The undergraduate curriculum matters contained in the meeting minutes of 8 February and 22 February 1996, were approved as distributed. **Resolution #96-17** (Copies of the approved minutes are available in the Faculty Senate office.)

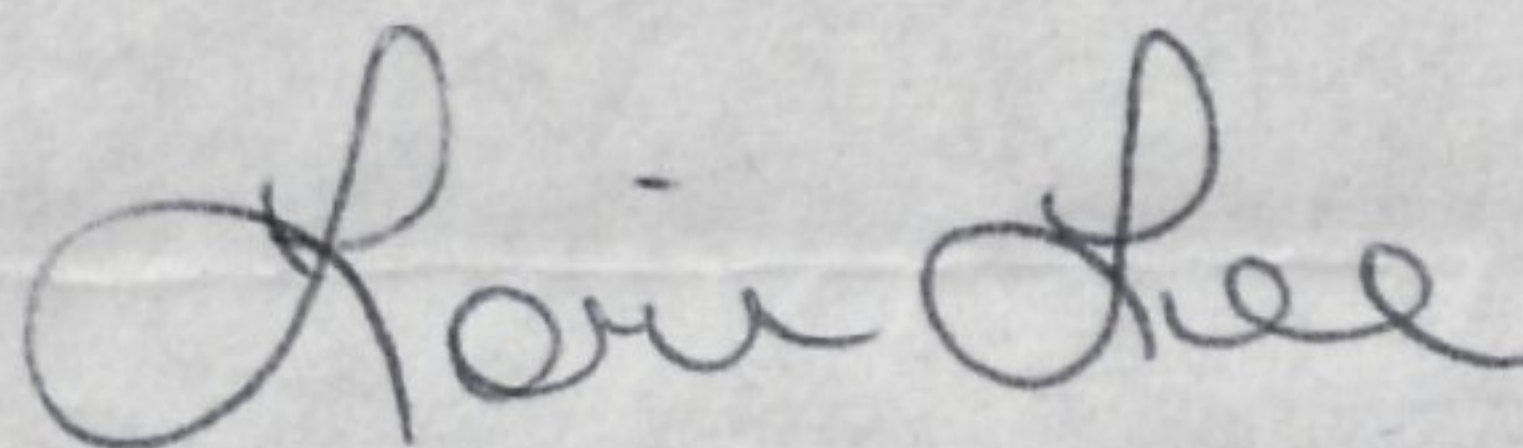
The Ad Hoc Committee on Faculty-Student Nonacademic Grievances presented a report that was approved by the Faculty Senate. **Resolution #96-18** (Please refer to the list of resolutions at the end of this report for the full report.)

There being no further business, the meeting adjourned at 4:15 p.m.

Respectfully submitted,



Donald Neal
Department of Geology
Secretary of the Faculty



Lori Lee
Faculty Senate office
Administrative Assistant

RESOLUTIONS PASSED AT THE 26 MARCH 1996, FACULTY SENATE MEETING.

- #96-11 Spring 1996 University Graduation roster subject to the candidates' successful completion of their degree requirements.
Disposition: Chancellor
- #96-12 Revised Fall 1996 and Fall 1997 University Calendars. (Copies of these calendars may be obtained by calling the Faculty Senate office at ext. 6537.)
Disposition: Chancellor

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- #96-13 Summer 1998, Fall 1998, and Spring 1999 University Calendars. (Copies of these calendars may be obtained by calling the Faculty Senate office at ext. 6537.)

Disposition: Chancellor

- #96-14 Educational Policies and Planning Committee's report on proposed revisions to the *ECU Faculty Manual*, Section V. Academic Information, Curriculum Development, was recommitted to the Committee for further study. Faculty were asked to submit concerns in writing to Professor Chamness located in the School of Allied Health Sciences, Belk Building.

Disposition: Educational Policies and Planning Committee

- #96-15 Revision to the *ECU Faculty Manual*, Appendix L, ECU Code, Section D. Code Unit Changes as follows:
- "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.
- 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.

(Upon approval by the Chancellor and Board of Trustees, the revised section of Appendix L will be forwarded to each faculty member for placement in their *ECU Faculty Manuals*.)

Disposition: Chancellor, Board of Trustees

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#96-16 Revisions to the *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, Appendix V, Sexual Harassment, Discrimination, and Conflicts of Interest Policies, and Appendix W, Racial and Ethnic Harassment. (Following approval by the Chancellor, this revision will be forwarded to each faculty member in August for placement in their *ECU Faculty Manuals*.)

Those revisions were as follows:

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."

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."

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."

Disposition: Chancellor

#96-17 Undergraduate curriculum matters contained in the meeting minutes of 8 February and 22 February 1996. (Copies are available in the Faculty Senate office, 140 Rawl Annex.)

Disposition: Chancellor

#96-18 Ad Hoc Committee on Faculty-Student Nonacademic Grievances 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."

Disposition: Faculty Senate