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**East Carolina University
Faculty Senate**

FULL MINUTES OF 15 OCTOBER 1996

The second regular meeting of the 1996-97 Faculty Senate was held on Tuesday, 15 October 1996, in the Mendenhall Student Center Great Room.

Agenda Item I. Call to Order

Chair Don Sexauer called the meeting to order at 2:10 p.m.

Agenda Item II. Approval of Minutes

The minutes of 10 September 1996, was approved as written.

Agenda Item III. Special Order of the Day

A. Roll Call

Senators absent were: Blinson and Thomson (Education) and Kataria and Metzger (Medicine).

Alternates present were: Kares for Olszak (Academic Library Services), Doty for Hebert (Business), Jones for McMillan (English), Trienbenbacher for Geissler (Human Environmental Sciences), Dolezal for Worthington (Medicine), Hough for Simon (Political Science), Ironsmith for Allred (Psychology), Clark for Ray (Theatre Arts), and Sparrow for Davis (Administrative Council).

B. Announcements

1. The Chancellor has approved the following resolution:

2. #96-28 Division of Continuing Studies Unit Definition and Mission Statement.
2. There is now an "ONLINE DISCUSSION FACILITY" located on the Faculty Senate's web page. Faculty are invited to comment on various activities of the Faculty Senate through this medium. Please do not hesitate to call the Faculty Senate office if you have any questions concerning this new capability.
3. The Department of Human Resources is offering a Faculty Retirement Workshop on December 17 and 18, 1996, from 8:00 to 5:00 in the Willis Building. Further information will be forthcoming.
4. Dorothy Clayton has provided Faculty Senators with information concerning a conference she and other faculty members attended last month on peer review requirements. If you have further questions after reviewing this information, please contact Professor Clayton at ext. 6470.

C. Richard Eakin, Chancellor

Chancellor Eakin began his remarks with a mention of the recent visit of the Leadership Statement committee responsible for developing criteria for the selection of a new president for the UNC system. The university was well represented by the Chair of the Faculty. The university will continue to look into the problems of flooding along Greens Mill Run resulting from increased urbanization. The Chancellor then deferred to Director of Athletics, Mike Hamrick, for comments.

Director Hamrick enumerated the highlights of the past year in ECU athletics including a graduation rate of 56% for athletes compared to 49% for the general student population; student athletes who exhaust their eligibility have graduation rates around 90%; former student athletes who did not graduate and are now playing professional sports are returning to complete their degrees in the summer; for the third year ECU has been recognized by the CFA for athletic achievement; student athletes donated more than 1400 hours of community service; ECU joined conference USA in football; and a search is currently underway to fill the position of Assistant Athletic Director for Student Development. Ferrell (History) asked about the agenda for soccer. Director Hamrick indicated that new full-time coaches have been hired and more funds have been made available for student scholarships.

D. Richard Ringeisen, Vice Chancellor for Academic Affairs

Chancellor Ringeisen had no formal report but was available for questions. No questions were posed to him.

E. James Hallock, Vice Chancellor for Health Sciences

Vice Chancellor Hallock presented three items: 1) a search is underway to fill the position of Director of the Health Sciences Library, 2) the new class of 72 medical students came from an initial pool of 2,200 applicants and have very

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good credentials, 3) discussions of an alliance between medical schools at Charlotte-Mecklenberg, Bowman Gray, UNC-C and ECU are underway. No details were available at the time.

F. Thomas Feldbush, Vice Chancellor for Research

Vice Chancellor Feldbush had no formal report but was available for questions. No questions were posed to him.

G. Gerry Clayton, Associate Director of Admissions

Mr. Clayton spoke briefly on the breakdown of the 1996-97 Freshman class. There was an increase of 6 3/4% in the incoming freshman class. Their SAT profile was up with an average SAT of 1014 compared to 911 last year. The scale revision of SAT scores was increased slightly. High school GPA's of the incoming class was 3.11, up from last year. The African-American student population was 332, up from 284 last year, and their average SAT score had increased also. Mr Clayton also reported that there were 1219 transfer students.

H. Henry Ferrell, Faculty Assembly Delegate

Professor Ferrell (History) presented a brief report on the activities of the Faculty Assembly meeting held on 27 September 1996. A copy of the full report is available for review in the Faculty Senate office, 140 Rawl Annex.

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. Committee on Committees

Bob Woodside (Math), Chair of the Committee, presented the list of nominees to fill the 6 vacancies on the Research/Creative Activity Grants Committee. Those nominees were: Ed Stellwag (Biology), Randy Joyner (Education), William McPherson (Industry and Technology), Linner Griffin (Social Work), and Dale Hutchinson (Anthropology). The Committee failed to obtain a sixth nominee to fill all of the vacancies, therefore, it was moved and passed that the Chair of the Faculty would fill the final vacancy. The five nominees were elected by acclamation.

B. Calendar Committee *Nursing*

Nancy Moss (~~Human Environmental Sciences~~), Vice Chair of the Committee, first presented the revised 1997-1998 University Calendars. Farr (English) asked the effect of this calendar on the summer school schedule. Professor Moss indicated that the summer school calendar has not changed nor has the break between summer school and the fall semester changed. The only noticeable change caused by the adoption of the revised calendar will be the loss of the break between the spring semester and the start of summer school. Killingsworth (Business) asked why there were only 12 classes listed for Weekend University. Professor Moss indicated that the length of Weekend University classes would be increased to provide the same coverage in less days. Following discussion, the revised 1997-1998 University Calendars were approved as presented. Resolution #96-29 (Prior to publication in the upcoming *University Undergraduate and Graduate Catalog*, copies of the revised calendars are available from the Faculty Senate web page or by calling the Faculty Senate office at ext. 328-6537.)

Professor Moss then presented the revised *Guidelines for Setting University Calendars*. Spickerman (Mathematics) stated that State holiday make-up days should be abolished. Professor Moss indicated that they were needed to make the calendar flow with the proper number of requisite days. Following discussion the proposed revisions were approved as presented. Resolution #96-30

C. Faculty Governance Committee

Jeff Jarvis (Music), Chair of the Committee, presented the proposed principal features of a meaningful system of post-tenure review. Taggart (Music) asked about the relationship between the trigger after an annual evaluation referred to in the document and what was requested by President Spangler. Jarvis indicated that the University may have to go beyond annual evaluations. Vice Chancellor Ringeisen commented that annual evaluations probably are not enough and that the General Administration committee is charged with coming up with broad guidelines.

Ill (History) moved to receive the report of the committee and substitute the alternative list of features which has been distributed to senators. He suggested a few editorial changes including a change in title to "Components for Review of Performance of Tenured Faculty at East Carolina University" and in paragraph 2, change "publication" to "creative activity". The motion was seconded. Professor Ferrell then provided some background indicating that some states have adopted systems of Post-Tenure Review (PTR) as a mechanism to keep faculty on their toes. Florida has

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adopted a system for PTR. Ferrell stated that the University has nothing in any documents called PTR. He stated that the University had been asked by President Spangler what the review of performance of tenured faculty should be. Ferrell felt that the University had no necessity to tell the committee what "post-tenure" should be and no necessity to tell them what we should do in addition to what we already do unless you think we should. We have a plan of governance whereby the General Administration indicates what must be done and the individual institutions operate as they see fit to comply with the specific tasks. The result is our code and the various appendices under which we operate. Other institutions in the system operate under different documents. There is no mandate for PTR other than for a very broad document. He suggested that we send a list of features and an explanation of what we do here at ECU. We don't need PTR at East Carolina University. We have it. We don't call it PTR; we call it annual review. How successful is it? Ferrell went on to state that there are several signs that it is very successful including exit interviews with graduating seniors who show that 90% of the time we are doing a good job. The annual review covers all areas of professional performance. It is written up and is on file. Additional reviews every 5 or 7 years would be redundant. We have specific categories on which we are evaluated which are specified in Appendix C and in unit codes. The format is specified and the role of the faculty and administration is delineated. All procedures are spelled out. Faculty are professionals and if we set this up as a public/committee action, it would be a breach of confidentiality. To make this a public process harms the individual's professional standing regardless of the outcome. Other similar policies, when acted upon, remain confidential until such time as action is taken. The contractual nature of faculty review is an important part of the policy. Review is expected and everyone is informed at the time of initial employment; everyone has a copy of the Faculty Manual. We may need to include a development policy. We have been asked for a list of components. This is a list of what they are and what we do.

Sparrow (Arts and Sciences) suggested a reordering of items. This was accepted as an editorial change. Chamness (Allied Health) asked if items included in the report require the Code to be amended. Ferrell suggested that these could be included in unit codes. Kane (Allied Health) asked if only the underlined portions of the report were to be considered rather than the entire document. Jarvis (Music) suggested that part of President Spangler's letter was being ignored where a list of features was requested. Chancellor Eakin asked if this report was what was requested by the General Administration Committee. Vice Chancellor Ringeisen indicated that these items were the same issues being discussed in the committee and on each campus in the system. Wilson (Sociology) spoke in favor of the substitution and that we are involved already in PTR and that we do it every year. Everett (Nursing) spoke in support and indicated that we should take a leadership role as we have done in many other areas. Grossnickle (Psychology) spoke in favor of the substitution and also said that we meet all of the criteria for PTR already. McMillen (Medicine) suggested that more evaluation than what we do tends to be divisive and that we do enough. Satterfield (Art) commented that he has been working on this for 18 years and that we have it done. Carrafiello (History) said we are exactly right in what we do and should take a leadership role. Glascoff (Health and Human Performance) spoke in support and indicated that our list is what was requested. Ferrell indicated that the Faculty Manual should be attached to the document so that there are no doubts about what we do. Chair Sexauer asked for clarification as to what we were substituting; the whole document or the underlined parts. Ferrell answered in the affirmative.

Ferrell (History) asked that Vice Chancellor Ringeisen defend the approved document to the committee of which he is a member. Ferrell indicated that it is not beyond imagination that 5-year or 7-year reviews could move into 5-year or 7-year contracts. Vice Chancellor Ringeisen asked that the list of components be presented as a list of features and that they be put in a format that shows we already do PTR. Ironsmith (Psychology) asked for clarification on what was included. Wilson (Sociology) suggested the document be sent to a subcommittee to be reworded. Chair Sexauer suggested a vote. Chancellor Eakin suggested that the document be reworded. Wolfe (Anthropology) moved that the documents be sent to the Faculty Governance Committee to be reworded. Joyce (Physics) indicated that the substitute should be voted on first. The motion to substitute passed.

Wolfe (Anthropology) then moved to submit the document to Faculty Governance Committee for reworking. Ferrell (History) offered a substitute motion requesting the faculty officers to rewrite the document rather than the Faculty Governance Committee. Farr (English) asked if the revised document would be brought back to the Faculty Senate. Chair Sexauer responded yes. The motion to amend was passed.

Following discussion, the proposed principal features of a meaningful system of post-tenure review were forwarded to the Faculty Officers to formulate the approved list of components for review of performance of tenured faculty into a list of features and report to the Faculty Senate on 5 November 1996. **Resolution #96-31**

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D. Student Scholarships, Fellowships, and Financial Aid Committee

Shed Dar (Medicine), member of the Committee, presented the proposed resolution concerning scholarships and grants for sophomore-level and above students. Chancellor Eakin indicated that when solicitations are made for support of scholarships, donors often have specified the use of these funds and most are designated for recruitment of freshmen. Kane (Allied Health) asked if the proposal requested the establishment of priority for the dissemination of available funds. Professor Dar responded no. Following discussion, the proposed resolution was approved as presented.

Resolution #96-32

E. Teaching Effectiveness Committee

Janna Brendell (Music), Chair of the Committee, presented the proposed revisions to the *Selection Procedures for Robert and Lina Mays and Robert L. Jones Alumni Distinguished Professor for Teaching Awards*. There was no discussion and the proposed revised procedures were approved. **Resolution #96-33** (Copies of the revised procedures will be distributed to all unit heads. Additional copies may be obtained in the Faculty Senate office, 140 Rawl Annex.)

F. Unit Code Screening

Bill Grossnickle (Psychology), Chair of the Committee, presented the revised School of Allied Health Science's Unit Code of Operations. There was no discussion and the revised unit code was approved as presented. **Resolution #96-34** (A copy of this unit code may be obtained in the Faculty Senate office, 140 Rawl Annex.)

G. Faculty Grievance Committee

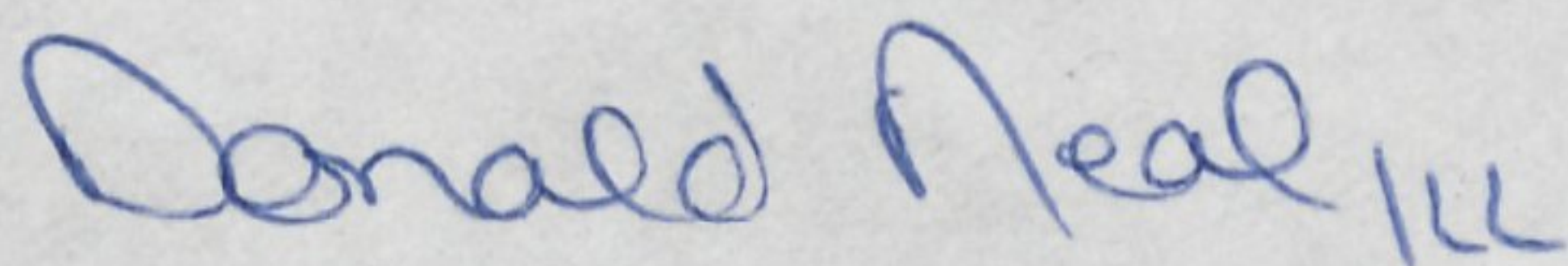
Ken Wilson (Sociology), Past Chair of the Committee, presented an overview of the 1995-96 Committee activities. The committee discussed 14 cases. Of grievances initiated during the last academic year, 3 proceeded to STEP TWO; 2 proceeded to STEP THREE; none proceeded to STEPS FOUR, FIVE or SIX and none were submitted to the Chancellor. Of grievances initiated prior to the last academic year, none are still in progress, 1 proceeded to STEP SIX; 1 was submitted to the Chancellor. The number of grievances by category include 2 general harassment and 1 related to salary; a Petition for Redress was submitted for 1 general harassment grievance and 1 salary grievance; no grievances proceeded to hearings. The Chair of the Faculty completed the report: On grievances initiated during the last academic year, no decisions were appealed to the Chancellor or the Board of Trustees and none are still in progress; on grievances initiated prior to last year, 4 decisions were appealed to the Chancellor, 2 were appealed to the Board of Trustees and none are in progress.

Agenda Item VI. New Business

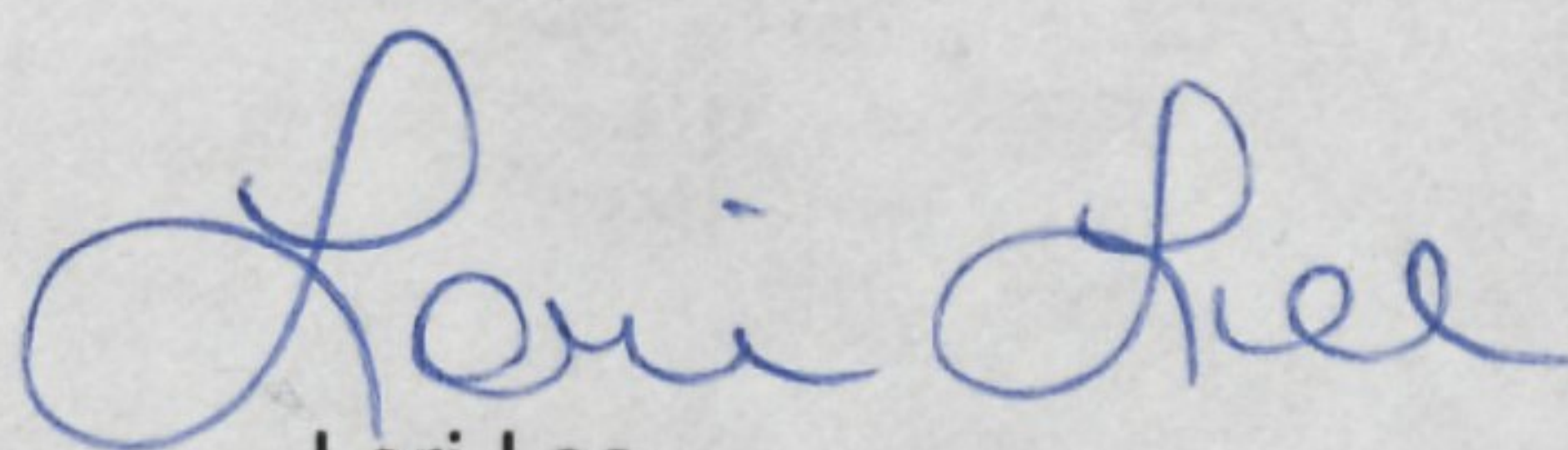
Hough (Faculty Assembly) asked the Senate to elect a replacement for the position vacated by Jeff Jarvis. Nominations were solicited and a vote was taken. Dee Dee Glascoff (Health and Human Performance), Marie Pokorney (Nursing), Bob Morrison (Chemistry), and Don Sexauer (Art) were nominated from the floor. Professor Don Sexauer was elected to fill the 1998 unexpired term on the Faculty Assembly Delegation.

There being no further business, the meeting adjourned at 4:35 p.m.

Respectfully submitted,



Donald Neal
Department of Geology
Secretary of the Faculty



Lori Lee
Faculty Senate office
Administrative Assistant

RESOLUTIONS PASSED AT THE 15 OCTOBER 1996, FACULTY SENATE MEETING.

- #96-29 Revised 1997-1998 University Calendars. (Prior to publication in the upcoming *University Undergraduate and Graduate Catalog*, copies of the revised calendars are available from the Faculty Senate web page or by calling the Faculty Senate office at ext. 328-6537.)
Disposition: Chancellor

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- #96-30 Revised Guidelines for Setting University Calendars as follows:
1. Fall and spring semesters will include at least 15** Mondays, Tuesdays, Wednesdays, Thursdays, Fridays, and Saturdays. Each summer session will have 25 class days.
 2. When appropriate, fall semester will include Labor Day as a holiday, a two-day break appended to a weekend in October, a Thanksgiving holiday beginning no later than 1:00 P.M. Wednesday before Thanksgiving and continuing through Saturday, and a Reading Day between the last day of classes and the beginning of exams.
 3. There will be a minimum of a three-week break between fall and spring semesters.
 4. When appropriate, spring semester will include Martin Luther King, Jr.'s Birthday and Good Friday as holidays, a break of one week, and a Reading Day between the last day of classes and the beginning of exams.
 5. Commencement will be scheduled at appropriate times at the end of both fall and spring semesters.
 6. When appropriate, fall and spring semester exams will be scheduled on seven days including Saturday according to a rotation schedule. Exams for each summer session will be held on the day after the last class day.
 7. Independence Day will be scheduled as a summer session holiday.
 - 8.* The calendar shall include two semesters of seventeen weeks each and a summer session of eleven weeks divided into two terms of approximately five and one-half weeks.
 - 9.* You shall have the advice of a student-faculty committee on the calendar.
 - 10.**The calendar shall provide a minimum of 75 class days per semester - excluding final examinations, Saturdays, Sundays, and holidays - for a total of 150 class days per academic year.

*Mandated UNC-General Administration on 3 February 1971.

**Mandated by UNC-General Administration on 2 July 1996.

Disposition: Faculty Senate

- #96-31 The proposed principal features of a meaningful system of post-tenure review were forwarded to the Faculty Officers to formulate the approved list of components for review of performance of tenured faculty into a list of features and report to the Faculty Senate on 5 November 1996.

Disposition: Faculty Officers

- #96-32 Scholarships and grants for sophomore-level and above students.

Disposition: Chancellor

- #96-33 Revised Selection Procedures for Robert and Lina Mays and Robert L. Jones Alumni Distinguished Professor for Teaching Awards. (Copies of the revised procedures will be distributed to all unit heads. Additional copies may be obtained in the Faculty Senate office, 140 Rawl Annex.)

Disposition: Chancellor

- #96-34 Revised School of Allied Health Science's Unit Code of Operations. (A copy of this unit code may be obtained in the Faculty Senate office, 140 Rawl Annex.)

Disposition: Chancellor