



MEMORANDUM

TO: Richard Eakin
Chancellor

FROM: David Lawrence, Chair *DL*
Educational Policies and Planning Committee

DATE: 17 April 1997

SUBJECT: Program Reviews

Faculty Senate
140 Rawl Annex

919-328-6537
919-328-6122 fax
fslee@ecuvvm1

<http://ecuvax.cis.ecu.edu/academics/fsonline/fsonline.htm>

The committee acted on the following program reviews during the 23 March 1997, 4 April 1997, and 11 April 1997 meetings:

Art Education MAEd

Committee recommendation: Retain and strengthen

This is a program needed by the primary and secondary school systems, since it is the only one accredited in the state. The connection with the A + schools should be strengthened, and the program should be consolidated with API #1002.

Art History BS

Committee recommendation: Consolidation in API 1002.

Biochemistry BS

Committee recommendation: Retain

The biochemistry program is maintained at no extra cost to ECU, but is an important service to the few excellent students who major in it.

Chemistry MS

Committee recommendation: Retain and strengthen

This excellent program could be strengthened by utilizing external grants to provide more research assistantships.

Clinical Psychology MS

Committee recommendation: Retain

Counselor Education CAS

Committee recommendation: Retain with provisions

Provisional on: 1. Seek dual accreditation within the next two years

2. Add catalog references to the rural aspect of the program, and strengthen it.

3. Change review document to go forward:

- a) emphasize rural focus
- b) cost aspect re-written
- c) will, not might seek certification

Environmental Health MS

Committee recommendation: Retain, but strengthen document.

French, German, and Spanish BA

Committee recommendation: Retention of all current foreign language programs.

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Geography MA

Committee recommendation: Retain.

The increase in program quality merits the program retention, However the committee strongly suggests editing the document for accuracy. Also, the department will suggests that the department continue to strengthen its commitment to GIS and remote sensing. More emphasis on supporting research assistants through external grants would aid the program.

Molecular Biology/Biotechnology

Committee recommendation: Retention, with possible consolidation in API 0401.

Nutrition MS

Committee failed to vote to retain. The program has falling productivity, and the document was weak.

Pharmacology Ph.D.

Committee recommendation: Retain

The degree production of this program is barely under the UNC requirement for review. It is a strong program.

Ph.D. degrees in Microbiology and Immunology, Anatomy and Cell Biology, Pharmacology, and Physiology

Committee recommendation: Retain all these programs.

Philosophy BA

Committee recommendation: Retain

Physics BS and Applied Physics BS

Committee recommendation: Consolidation of these two programs.

Physics MS

Committee recommendation: Retain but strengthen

The document could be strengthened by not attempting to establish the program saves money by its retention. Considering the cost of a physics program, this could hardly be true. On the other hand, this excellent faculty provides service courses for ECU, and must be regarded as necessary. The program could be strengthened by emphasizing external grants that will support more graduate student research assistants.

Reading Education MAEd

Committee recommendation: Retain and strengthen

In order for this program to continue, it should be broadened, by recognizing the changing demographics of eastern North Carolina. The committee recommends:

1. Developing strong relations with a foreign language program, such as Spanish.
2. The program should explore adding to the relevance of the program to adult education, both native English speakers, and adults for whom English is a second language.

Sociology MA

Committee recommendation: Retain

In view of recent increases in enrollment in the program, and the strength of the faculty, the program should be retained. In order to strengthen the document itself, is suggested that the department emphasize the increases in enrollment, and changes to the program rather the emphasis on faculty productivity in the current first paragraph.

c: Members of the Educational Policies and Planning Committee
Faculty Senators



MEMORANDUM

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<http://ecuvax.cis.ecu.edu/academics/fsonline/fsonline.htm>

TO: Chancellor Richard R. Eakin

FROM: David P. Lawrence, Chair *DL*
Educational Policies and Planning Committee

DATE: 9 April 1997

SUBJECT: New Programs

The Educational Policies and Planning Committee met on 4 April, 1997, and recommended the following:

1. That ECU request authorization to establish a new MS program in Criminal Justice.
2. That ECU request to establish an MS in Occupational Safety.
3. That ECU request to establish an MS in Parks and Recreation Management, to be re-named the MS in Recreation and Leisure Services Administration.
4. That ECU request to establish the BA and BS in Multidisciplinary Studies, but moved the following suggestions to improve the proposal:
 - a.) that the Multidisciplinary Studies Committee report to the Curriculum Committee every September.
 - b.) that any changes to the Multidisciplinary Studies Program come at the initiation of the Curriculum Committee.
 - c.) that the program be directed by an existing administrator.

Thank you for your attention with this matter.

c: Members of the Educational Policies and Planning Committee
Members of the Faculty Senate

The correspondence noted below is in response to:

Resolution #97-19

Approved by the Faculty Senate: 18 March 1997

Resolved that the Readmission Appeals Committee consider the viability of adjusting the University schedule to allow for appeals for readmissions to occur at the conclusion of the second semester of the academic year. To accomplish this goal, the determination of readmittance for each student would occur at that time.

The Readmission Appeals Committee considered Senate Resolution 97-19 at its meeting on April 1st. It is the opinion of the Committee that Annual Suspension of Students would send the wrong message to those in academic difficulty. Students need a timely message that they are in serious trouble. Students who are suspended have been on probation for a number of semesters and have still not gotten the message. Suspension accomplishes this in a timely manner. Extending the suspension period to annually would only allow them to get in more difficulty. Suspending students and then letting them come back for Spring semester would reduce the incentive students have to earn an automatic appeal.

The Readmission Appeals Committee also considers appeals from University College students who have failed to meet retention standards. These appeals MUST be heard on a semester by semester basis as this committee is their only due process appeal.

The entire problem with the scheduling of the Readmission Appeals Committee meetings in January could be reduced by the timely turning in of grades by faculty. To this end the committee asks that a letter be written by the chair of the faculty to the Vice Chancellors (for AA and HS) stressing the importance of timely turning in of student end of semester grades. Timely turning in is important because: 1) Suspension and appeal of same is based on December grades 2) Awards such as Honors, Dean Lists, etc are based on these grades. 3) Current Clinton Administration Proposals would allow students with a B average an income tax deduction of \$1500 - this would be tied into timely grade reporting or there might be problems with the IRS deduction.

Finally the committee suggests that the current varying re-admission policies (there are several) be re examined by Faculty Senate Committees next year and that the whole idea of student suspension be re examined.

If you wish further information or for me to appear before the Senate on April 22nd, please contact me.

Ralph Scott, Chair Readmission Appeals.

**THE FULL FACULTY SENATE MINUTES ARE DISTRIBUTED TO FACULTY SENATORS,
ALTERNATES, ACADEMIC COMMITTEE CHAIRS, AND AVAILABLE ELECTRONICALLY VIA THE
ECU HOME PAGE TO THE FACULTY SENATE WEB PAGE.**

**EAST CAROLINA UNIVERSITY
FACULTY SENATE**

EXECUTIVE MINUTES OF 22 APRIL 1997

The minutes of 18 March 1997, was approved as editorially revised as follows:

On page 4, under the discussion of New Business, Bob Thompson, Director of Planning and Institutional Research said not Maurice Simon (Political Science) the following: *"it was an opinion survey and not a measure of teaching effectiveness. Even so, it is an important source of data for instructors and administrators. The question should be directed more to the principles rather than the instrument."*

Senators absent were: Professors Wolfe (Anthropology), Blinson (Education), Dixon (Geography), Shea (Human Environmental Sciences), Chancellor Eakin, Anderson (Past Chair of the Faculty).

Alternates present were: Professors Kares for Olszak (Academic Library Services), Muzzarelli for Kane (Allied Health Sciences), Jones for McMillan (English), Stevens for Knickerbocker (Foreign Languages and Literatures), Dosser for Crouch (Human Environmental Sciences), and Kovacs for Fletcher and Dolezal for McMillen (Medicine).

Announcements:

1. The Chancellor has approved the following resolutions from the 18 March 1997, Faculty Senate meeting:
 - #97-8 Spring 1997 Graduation Roster.
 - #97-10 Revised Fall 1997, Spring 1998, Summer 1998, Fall 1998, and Spring 1999 University Calendars.
 - #97-11 Summer 1999, Fall 1999, and Spring 2000 University Calendars.
 - #97-12 Revision to *University Undergraduate Catalog*, Section 5. Academic Regulations, Appeals of Suspension.
 - #97-14 Revision to *ECU Faculty Manual*, Appendix A. Faculty Constitution By-Laws.
 - #97-15 Recommendations concerning the Student Opinion of Instruction Survey.
 - #97-16 Revised Alumni Teaching Awards procedures.
 - #97-17 Revised Unit Codes of Operations for the Departments of Sociology, Geology, and Communication.
 - #97-18 Curriculum matters contained in the 13 February 1997, University Curriculum Committee minutes.
2. Chairs of the 31 Standing Faculty Senate Committees are reminded that Committee Annual Reports are due in the Faculty Senate office no later than Wednesday, 30 April 1997.
3. A special thanks was extended to Chancellor Eakin for providing the refreshments at each Faculty Senate meeting throughout the year.
4. The next Board of Trustees meeting is scheduled for Friday, 9 May 1997, at 9:00 a.m. in the Mendenhall Student Center, Great Room. This meeting is open to all interested people.

Chancellor Richard Eakin was out of town, attending a meeting in Chapel Hill.

Bob Thompson, Director of Planning and Institutional Research, spoke briefly on campus efforts to define teaching loads. The results of a system-wide survey indicated wide variation in methods of recording teaching loads. A working group was established and they have made a preliminary report. Units have been asked to respond to a survey to gather data for use in generating a report for submission to the General Administration in July. Thompson stated that, after participating in a teleconference with Gary Barnes from General Administration, he was told that each University could start developing teaching workload policies. He expected on-campus data analysis to be completed by the end of summer and a report made Fall 1997. Recommendations should be forthcoming by the end of Fall semester.

James Hallock, Vice Chancellor for Health Sciences, spoke briefly on the privatization of the Pitt County Memorial Hospital and encouraged everyone to support the proposal.

Richard Ringeisen, Vice Chancellor for Academic Affairs, took this opportunity to make a few announcements of general interest. The new President of the UNC System had been selected and will be on campus May 8. Faculty recently receiving awards were congratulated. Among them were Jo Allen (English), Tinsley Yarbrough (Political Science) and Rhonda Fleming (Music). The recent Admissions Open House was very successful and well attended. The Faculty Development Center, located in the Joyner Library, is in need of a technology resource person and efforts are being made to secure a position. The recent request for interdisciplinary programs was fruitful. The Honors Program is currently searching for an Assistant Director. The General Administration has funded a proposal from the School of Education for a distance delivery program. The search for a Dean for the School of Education was unsuccessful. The Vice Chancellor indicated that he was impressed by the quality of candidates considered for promotion and tenure. ECU was recognized as one of the 100 universities in the country in use of technology.

Ernest Schwarz (Health and Human Performance), Report on University Athletic Committee and Academic Integrity Subcommittee, stated the NCAA peer review was complete and preliminary reports indicate an excellent rating. The final report was expected sometime this summer. This past year 53% of athletes graduated compared to the overall 49% graduation rate for the general student population. Last year saw the highest percentage on honor roll and the lowest on probation. Wilson (Sociology) asked about certification of academic integrity of the athletic program. Professor Schwarz indicated that ECU was in compliance with regard to academic integrity.

Professor Larry Hough (Political Science) presented a brief report on the UNC Faculty Assembly meeting of 18 April 1997. (A copy of the full report may be obtained in the Faculty Senate office, 140 Rawl Annex.)

David Lawrence (Geology), Chair of the Educational Policies and Planning Committee, presented, for information only, the Committee's approval on the request for authorization to plan a MS program in Criminal Justice. He also reported on the Committee's approval on the request for authorization to establish a MS in Parks and Recreation Management, and Occupational Safety and a BS/BA in Multidisciplinary Studies. Professor Lawrence then reported to the group on the Committee's review of academic programs with low productivity over the past two years, as requested by UNC General Administration. There was no discussion and both Committee reports were accepted as presented.

Gordon Bailey (Philosophy), Vice Chair of the Faculty Governance Committee, presented first the proposed addition to the *ECU Faculty Manual*, Appendix C. Personnel Policies and Procedures. Following discussion, the proposed revision to the *ECU Faculty Manual*, Appendix C. Personnel Policies and Procedures was approved as presented. **RESOLUTION #97-20.** (Following approval by the Chancellor, the Board of Trustees will act upon the proposed addition at their May 1997, meeting. Upon final approval, the revised section will be incorporated into the *ECU Faculty Manual*, and copies distributed to all faculty in August.)

Professor Bailey then presented the proposed revisions to the *ECU Faculty Manual*, Appendix X. Grievance Procedures. Following discussion, the proposed revisions to the *ECU Faculty Manual*, Appendix X. were approved as presented. **RESOLUTION #97-21** (Following approval by the Chancellor, the revised appendix will be incorporated into the *ECU Faculty Manual*, and copies distributed to all faculty in August.)

Rick Hebert (Business), Chair of the Student Advising and Retention Committee, presented a resolution concerning steps to enhance the student advising process. He stated that 86% of the academic units are participating each semester in the advising survey and 80% of faculty are participating, with only an estimated 25% of students. Professor Hebert pointed out that the desire of the committee was to increase the participation of students in the survey. Following discussion, the proposed revision was approved as amended. **RESOLUTION #97-22.** (Please refer to the list of resolutions at the end of this report for the full resolution.)

M. Hoekstra (Math), Chair of the Student Scholarships, Fellowships, and Financial Aid Committee, presented a resolution concerning the Committee's concerns in the Financial Aid office. There was no discussion and the proposed revision was approved as presented. **RESOLUTION #97-23.** (Please refer to the list of resolutions at the end of this report for the full resolution.)

Bill Grossnickle (Psychology), Chair of the Unit Code Screening Committee, presented the revised Unit Codes of Operation for the Department of English and the School of Human Environmental Sciences. There was no discussion and the revised Unit Codes of Operation were approved as presented. **RESOLUTION #97-24** (Copies of the revised codes, as well as codes from any other academic unit on campus, may be viewed in the Faculty Senate office, 140 Rawl Annex.)

Jim Smith (Business), Chair of the University Curriculum Committee, presented the curriculum matters contained in the minutes of the 27 February 1997, 27 March 1997, and 10 April 1997, Committee meeting. Krcmar (Communication) moved the approval of Communication 2001 as an addition to the 27 March 1997, Committee minutes, indicating that this prerequisite course for three Communication courses approved for general education credit was not approved. She moved approval of a request to include COMM 2001 as a general education social science course. The revision of the March 27, 1997, minutes was approved. Following discussion, the curriculum matters were approved as amended. **RESOLUTION #97-25** (Copies of these minutes have been distributed to all units and are available on the Faculty Senate web page.)

Chris Ulfers (Music), Chair of the Writing Across the Curriculum Committee, presented the proposed policy for transfer credit of writing courses. There was no discussion and the proposed policy for transfer credit of writing courses was approved as presented. **RESOLUTION #97-26** (Once approved by the Chancellor, this policy will be placed in the next printing of the Undergraduate Catalog. Please refer to the list of resolutions at the end of this report for the full approved policy.)

Jim Joyce (Physics), Chair of the Ad Hoc Committee on Non-Traditional Formats, presented a progress report of the Committee. He noted that a full report would be presented to the Faculty Senate for their consideration at a later date. Following discussion, Joyce stated that all of the concerns voiced during the meeting would be addressed by the Ad-Hoc Committee. The progress report was then accepted as presented.

New Business:

Wilson (Sociology) voiced concern over the low attendance rate of faculty members at the commencement ceremonies. He offered a resolution concerning attendance at Spring graduation. VC Ringeisen stated that he had agreed to provide the following items for faculty prior to the ceremony: 1) special parking passes for faculty who choose to attend the ceremony, 2) a room in Minges set aside for faculty members to robe and meet with colleagues prior to the ceremony, and 3) light food and beverages provided in Minges prior to the ceremony. Allred (Psychology), Kennedy and Davis (Industry and Technology) and Chair Sexauer spoke in favor of the resolution. Following discussion, the resolution concerning attendance at Spring graduation was approved. **RESOLUTION #97-27** (Please refer to the list of resolutions at the end of this report for the full resolution.)

Respectfully submitted,

Donald Neal
Department of Geology
Secretary of the Faculty

Lori Lee
Faculty Senate office
Administrative Assistant

RESOLUTIONS PASSED AT THE 22 APRIL 1997, FACULTY SENATE MEETING.

- #97-20 Addition to the *ECU Faculty Manual*, Appendix C. Personnel Policies and Procedures.
(Following approval by the Chancellor, the Board of Trustees will act upon the proposed addition at their May 1997, meeting. Upon final approval, the revised section will be incorporated into the *ECU Faculty Manual*, and copies distributed to all faculty in August.)
Disposition: Chancellor, Board of Trustees
- #97-21 Revisions to the *ECU Faculty Manual*, Appendix X. Grievance Procedures.
(Following approval by the Chancellor, the revised appendix will be incorporated into the *ECU Faculty Manual*, and copies distributed to all faculty in August.)
Disposition: Chancellor
- #97-22 Resolution concerning steps to enhance the student advising process as follows:
The Committee proposes the following steps to enhance the advising process:
1. Increase faculty and administrators (deans', department chairs') participation in advising workshops sponsored by academic units and the office of Undergraduate Studies (encouraging these individuals to attend a workshop at least every 3 years).
 2. Incorporate in advising workshops presentations of successful advising strategies from previous advising award winners.
 3. Increase student participation in the advising survey by employing practices of academic units which have achieved high response rates.
 4. Send a listing of student response rates by academic unit to unit heads for their information and review.
- Disposition: Chancellor**
- #97-23 Resolution concerning the Committee's concerns in the Financial Aid office as follows:
Therefore Be It Resolved, the Student Scholarships, Fellowships, and Financial Aid Committee requests that the Faculty Senate endorse the overall concerns of the Committee. Be It Further Resolved, that the Faculty Senate recommend that the Chancellor request that the Vice Chancellor for Student Life address these concerns and, as budgetarily feasible, work to eliminate them.
Disposition: Chancellor
- #97-24 Revised Unit Codes of Operations for the Department of English and the School of Human Environmental Sciences. (Copies of the revised codes, as well as codes from any other academic unit on campus, may be viewed in the Faculty Senate office, 140 Rawl Annex.)
Disposition: Chancellor
- #97-25 Curriculum matters contained in the 27 February 1997, 27 March 1997 (including approval of COMM 2001), and 10 April 1997, University Curriculum Committee minutes.
Disposition: Chancellor
- #97-26 Policy for transfer credit of writing courses as follows:
If a writing course (a course whose primary content is writing according to its course title and description) is accepted in transfer by number and credit hour for a writing-intensive course at East Carolina University, the transferred credit hours will count as writing-intensive for ECU degree requirements. Representative examples are ENGL 3880, Writing for Business and Industry, and ITEC 3290, Technical Writing. (Once approved by the Chancellor, this policy will be placed in the next printing of the Undergraduate Catalog.)
Disposition: Chancellor
- #97-27 Resolution concerning attendance at Spring graduation as follows:
Since graduation is one of the most important academic ceremonies, be it resolved that the Faculty Senate request the Chair of the Faculty to invite and encourage faculty to attend graduation.
Disposition: Chair of the Faculty

PLEASE POST FOR ALL FACULTY TO READ!

EAST CAROLINA UNIVERSITY FACULTY SENATE

FULL MINUTES OF 22 APRIL 1997

The eighth regular meeting of the 1996-97 Faculty Senate was held on Tuesday, 22 April 1997, 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 18 March 1997, was approved as editorially revised as follows:

On page 4, under the discussion of New Business, Bob Thompson, Director of Planning and Institutional Research said not Maurice Simon (Political Science) the following: *"it was an opinion survey and not a measure of teaching effectiveness. Even so, it is an important source of data for instructors and administrators. The question should be directed more to the principles rather than the instrument."*

Agenda Item III. Special Order of the Day

A. Roll Call

Senators absent were: Professors Wolfe (Anthropology), Blinson (Education), Dixon (Geography), Shea (Human Environmental Sciences), Chancellor Eakin, Anderson (Past Chair of the Faculty).

Alternates present were: Professors Kares for Olszak (Academic Library Services), Muzzarelli for Kane (Allied Health Sciences), Jones for McMillan (English), Stevens for Knickerbocker (Foreign Languages and Literatures), Dosser for Crouch (Human Environmental Sciences), and Kovacs for Fletcher and Dolezal for McMillen (Medicine).

B. Announcements

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- 4. The next Board of Trustees meeting is scheduled for Friday, 9 May 1997, at 9:00 a.m. in the Mendenhall Student Center, Great Room. This meeting is open to all interested people.

C. Richard Eakin, Chancellor

Chancellor Eakin was out of town, attending a meeting in Chapel Hill.

Bob Thompson, Director of Planning and Institutional Research, spoke briefly on campus efforts to define teaching loads. The results of a system-wide survey indicated wide variation in methods of recording teaching loads. A working group was established and they have made a preliminary report. Units have been asked to respond to a survey to gather data for use in generating a report for submission to the General Administration in July. Thompson stated that, after participating in a conference with Gary Barnes from General Administration, he was told that each University could start developing teaching workload policies. He expected on-campus data analysis to be completed by the end of summer and a report made Fall 1997. Recommendations should be forthcoming by the end of Fall semester. Simon (Political Science) called for full discussion this Fall prior to formulation of a final report. Thompson agreed to this request.

Full Faculty Senate Minutes

22 April 1997

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James Hallock, Vice Chancellor for Health Sciences, spoke briefly on the privatization of the Pitt County Memorial Hospital and encouraged everyone to support the proposal.

D. Richard Ringeisen, Vice Chancellor for Academic Affairs

Vice Chancellor Ringeisen took this opportunity to make a few announcements of general interest. The new President of the UNC System had been selected and will be on campus May 8. Faculty recently receiving awards were congratulated. Among them were Jo Allen (English), Tinsley Yarbrough (Political Science) and Rhonda Fleming (Music). The recent Admissions Open House was very successful and well attended. The Faculty Development Center, located in the Joyner Library, is in need of a technology resource person and efforts are being made to secure a position. The recent request for interdisciplinary programs was fruitful. The Honors Program is currently searching for an Assistant Director. The General Administration has funded a proposal from the School of Education for a distance delivery program. The search for a Dean for the School of Education was unsuccessful. The Vice Chancellor indicated that he was impressed by the quality of candidates considered for promotion and tenure. ECU was recognized as one of the 100 universities in the country in use of technology.

E. Ernie Schwarz, Report on University Athletic Committee and Academic Integrity Subcommittee

Professor Schwarz (Health and Human Performance) stated the NCAA peer review was complete and preliminary reports indicate an excellent rating. The final report was expected sometime this summer. This past year 53% of athletes graduated compared to the overall 49% graduation rate for the general student population. Last year saw the highest percentage on honor roll and the lowest on probation. Hough (Political Science) asked about gender equity. Professor Schwarz indicated that we have a gender equity plan and ECU was in compliance. Singhas (Biology) asked about the policy on random drug testing, stating that faculty should be advised about students missing class for testing. Professor Schwarz indicated that all athletes must comply and that the NCAA can come in at any time to test students. Wilson (Sociology) asked about certification of academic integrity of the athletic program. Professor Schwarz indicated that ECU was in compliance with regard to academic integrity. Professor Wilson asked what proportion of athletes admitted by exception were in good standing. Professor Schwarz responded that there were 3 partial qualifiers who were currently in good standing. Allred (Psychology) asked who was responsible for verifying compliance on campus? Professor Schwarz responded that compliance was verified by the Athletic Director, the faculty representative to the Athletic Committee, and the compliance officer.

F. Faculty Assembly Delegate Report

Professor Larry Hough (Political Science) presented a brief report on the UNC Faculty Assembly meeting of 18 April 1997. (A copy of the full report may be obtained 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. Educational Policies and Planning

David Lawrence (Geology), Chair of the Committee, presented, for information only, the Committee's approval on the request for authorization to plan a MS program in Criminal Justice. He also reported on the Committee's approval on the request for authorization to establish a MS in Parks and Recreation Management, and Occupational Safety and a BS/BA in Multidisciplinary Studies. Professor Lawrence then reported to the group on the Committee's review of academic programs with low productivity over the past two years, as requested by UNC General Administration. There was no discussion and both Committee reports were accepted as presented.

B. Faculty Governance Committee

George Bailey (Philosophy), Vice Chair of the Committee, presented first the proposed addition to the *ECU Faculty Manual*, Appendix C. Personnel Policies and Procedures. Following discussion, the proposed revision to the *ECU Faculty Manual*, Appendix C. Personnel Policies and Procedures was approved as presented. **RESOLUTION #97-20.** (Following approval by the Chancellor, the Board of Trustees will act upon the proposed addition at their May 1997, meeting. Upon final approval, the revised section will be incorporated into the *ECU Faculty Manual*, and copies distributed to all faculty in August.)

Professor Bailey then presented the proposed revisions to the *ECU Faculty Manual*, Appendix X. Grievance Procedures. Simon (Political Science) asked about the investigation of anonymous complaints and the apparent violation of due process; indicating that Parts B and C can become punitive, he asked if the language can be changed to investigating the "validity of anonymous complaints". Toi Carter (University Attorney's Office) responded that it would be a semantic change without changing the process that would be undertaken. Singhas (Biology) cited section 5A3 and asked if deletion of the name of the complainant is a part of the legal requirement? Professor Bailey responded that without the identity sanctions cannot be taken but the university can move to remedy a problem. Following discussion, the proposed revisions to the *ECU Faculty Manual*, Appendix X. were approved as presented. **RESOLUTION #97-21** (Following approval by the Chancellor, the revised appendix will be incorporated into the *ECU Faculty Manual*, and copies distributed to all faculty in August.)

C. Student Advising and Retention Committee

Rick Hebert (Business), Chair of the Committee, presented a resolution concerning steps to enhance the student advising process. He stated that 86% of the academic units are participating each semester in the advising survey and 80% of faculty are participating, with only an estimated 25% of students. Jones (Social Work) expressed several reservations about the report especially the inclusion of anonymous items in personnel files, apathy of students with only 20% response and the question of validity of survey results and the fact that we are being held accountable for students not getting the courses they want. Professor Hebert pointed out that the desire of the committee was to increase the participation of students in the survey. Ferrell (History) stated that questionnaires would not improve advising and it was not a high priority item for faculty. He stated that over the years this had been a harassing process. Ferrell went on to state that items 5 and 6 of the Committee's report were useless and dangerous. Professor Ferrell then moved to strike 5 and 6. The motion passed. Everett (Nursing) reported on the increased participation of students because of the recent incentive. Allred (Psychology) asked if item 4 was necessary considering the amended proposal. Hebert stated yes. Kennedy (Technology) asked about the efficiency and cost of the surveys. Hebert responded that he was not privy to that information. Following discussion, the proposed revision was approved as amended. **RESOLUTION #97-22.** (Please refer to the list of resolutions at the end of this report for the full resolution.)

D. Student Scholarships, Fellowships, and Financial Aid Committee

Mike Hoekstra (Math), Chair of the Committee, presented a resolution concerning the Committee's concerns in the Financial Aid office. There was no discussion and the proposed revision was approved as presented. **RESOLUTION #97-23.** (Please refer to the list of resolutions at the end of this report for the full resolution.)

E. Unit Code Screening Committee

Bill Grossnickle (Psychology), Chair of the Committee, presented the revised Unit Codes of Operation for the Department of English and the School of Human Environmental Sciences. There was no discussion and the revised Unit Codes of Operation were approved as presented. **RESOLUTION #97-24** (Copies of the revised codes, as well as codes from any other academic unit on campus, may be viewed in the Faculty Senate office, 140 Rawl Annex.)

F. University Curriculum Committee

Jim Smith (Business), Chair of the Committee, presented the curriculum matters contained in the minutes of the 27 February 1997, 27 March 1997, and 10 April 1997, Committee meeting. Krcmar (Communication) moved the approval of Communication 2001 as an addition to the 27 March 1997, Committee minutes, indicating that this prerequisite course for three Communication courses approved for general education credit was not approved. She moved approval of a request to include COMM 2001 as a general education social science course. The revision of the March 27, 1997, minutes was approved. Following discussion, the curriculum matters were approved as amended. **RESOLUTION #97-25** (Copies of these minutes have been distributed to all units and are available on the Faculty Senate web page.)

G. Writing Across the Curriculum Committee

Chris Ulfers (Music), Chair of the Committee, presented the proposed policy for transfer credit of writing courses. There was no discussion and the proposed policy for transfer credit of writing courses was approved as presented. **RESOLUTION #97-26** (Once approved by the Chancellor, this policy will be placed in the next printing of the Undergraduate Catalog. Please refer to the list of resolutions at the end of this report for the full approved policy.)

H. Ad Hoc Committee on Non-Traditional Formats

Jim Joyce (Physics), Chair of the Ad Hoc Committee, presented a progress report of the Committee. He noted that a full report would be presented to the Faculty Senate for their consideration at a later date. Kennedy (Industry and Technology) proposed some interaction with technology faculty on issues of courses offered off campus and the use of technology. Davis (Industry and Technology/ Academic Deans Representative) spoke about the negative implication of the proposal. Ferrell (History) questioned what was presented by the administrative committee on distance education. He suggested dropping "Non-traditional" and having a "format characteristic" as part of the course proposal form. Engelke (Nursing) suggested that these non-traditional courses were instead traditional courses. Reaves (Industry and Technology/Faculty Assembly Delegate) spoke about the increased use of technology in instruction and how this was becoming more traditional. Vice Chancellor Feldbush reported that his office was developing a draft document to make sure distance courses were of high quality, that there was proper assessment and proper computer technology available to students. Re-approval of courses presented in a new venue would be required. Ferrell (History) asked if the administrative committee report could be made available. Vice Chancellor Regeisen stated that the committee report recommended the formation of a response team to look at distance learning. Davis (Industry and Technology) indicated that the committee was formed to assess ECU's competitive position in the State. Grossnickle (Psychology) indicated that information concerning this important matter needed to be disseminated. Following discussion, Joyce stated that all of these concerns would be addressed by the Ad-Hoc Committee. The progress report was then accepted as presented.

Full Faculty Senate Minutes

22 April 1997

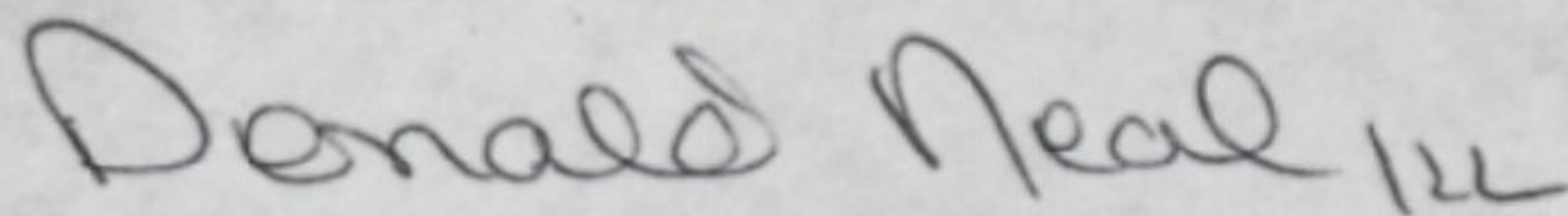
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Agenda Item VI. New Business

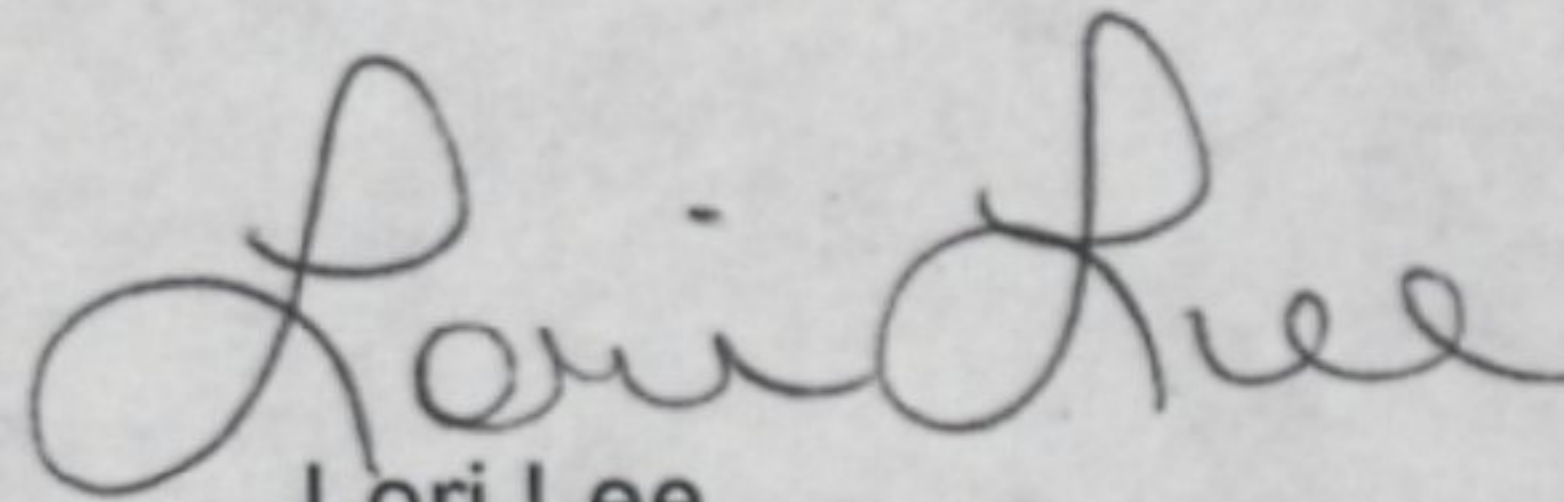
Wilson (Sociology) voiced concern over the low attendance rate of faculty members at the commencement ceremonies. He offered a resolution concerning attendance at Spring graduation. VC Ringeisen stated that he had agreed to provide the following items for faculty prior to the ceremony: 1) special parking passes for faculty who choose to attend the ceremony, 2) a room in Minges set aside for faculty members to robe and meet with colleagues prior to the ceremony, and 3) light food and beverages provided in Minges prior to the ceremony. Allred (Psychology), Kennedy and Davis (Industry and Technology) and Chair Sexauer spoke in favor of the resolution. Following discussion, the resolution concerning attendance at Spring graduation was approved. **RESOLUTION #97-27** (Please refer to the list of resolutions at the end of this report for the full resolution.)

There being no further business to come before the Faculty Senate at this time, the meeting adjourned at 4:45 p.m.

Respectfully submitted,



Donald Neal
Department of Geology
Secretary of the Faculty



Lori Lee
Faculty Senate office
Administrative Assistant

RESOLUTIONS PASSED AT THE 22 APRIL 1997, FACULTY SENATE MEETING.

- #97-20 Addition to the *ECU Faculty Manual*, Appendix C. Personnel Policies and Procedures.
(Following approval by the Chancellor, the Board of Trustees will act upon the proposed addition at their May 1997, meeting. Upon final approval, the revised section will be incorporated into the *ECU Faculty Manual*, and copies distributed to all faculty in August.)
Disposition: Chancellor, Board of Trustees
- #97-21 Revisions to the *ECU Faculty Manual*, Appendix X. Grievance Procedures.
(Following approval by the Chancellor, the revised appendix will be incorporated into the *ECU Faculty Manual*, and copies distributed to all faculty in August.)
Disposition: Chancellor
- #97-22 Resolution concerning steps to enhance the student advising process as follows:
The Committee proposes the following steps to enhance the advising process:
1. Increase faculty and administrators (deans', department chairs') participation in advising workshops sponsored by academic units and the office of Undergraduate Studies (encouraging these individuals to attend a workshop at least every 3 years).
 2. Incorporate in advising workshops presentations of successful advising strategies from previous advising award winners.
 3. Increase student participation in the advising survey by employing practices of academic units which have achieved high response rates.
 4. Send a listing of student response rates by academic unit to unit heads for their information and review.
- Disposition: Chancellor**
- #97-23 Resolution concerning the Committee's concerns in the Financial Aid office as follows:
Therefore Be It Resolved, the Student Scholarships, Fellowships, and Financial Aid Committee requests that the Faculty Senate endorse the overall concerns of the Committee. Be It Further Resolved, that the Faculty Senate recommend that the Chancellor request that the Vice Chancellor for Student Life address these concerns and, as budgetarily feasible, work to eliminate them.
Disposition: Chancellor
- #97-24 Revised Unit Codes of Operations for the Department of English and the School of Human Environmental Sciences. (Copies of the revised codes, as well as codes from any other academic unit on campus, may be viewed in the Faculty Senate office, 140 Rawl Annex.)
Disposition: Chancellor

#97-25 Curriculum matters contained in the 27 February 1997, 27 March 1997 (including approval of COMM 2001), and 10 April 1997, University Curriculum Committee minutes.

Disposition: Chancellor

#97-26 Policy for transfer credit of writing courses as follows:

If a writing course (a course whose primary content is writing according to its course title and description) is accepted in transfer by number and credit hour for a writing-intensive course at East Carolina University, the transferred credit hours will count as writing-intensive for ECU degree requirements. Representative examples are ENGL 3880, Writing for Business and Industry, and ITEC 3290, Technical Writing. (Once approved by the Chancellor, this policy will be placed in the next printing of the Undergraduate Catalog.)

Disposition: Chancellor

#97-27 Resolution concerning attendance at Spring graduation as follows:

Since graduation is one of the most important academic ceremonies, be it resolved that the Faculty Senate request the Chair of the Faculty to invite and encourage faculty to attend graduation.

Disposition: Chair of the Faculty