

EAST CAROLINA UNIVERSITY  
FACULTY SENATE

FULL MINUTES OF 14 OCTOBER 1997

The second regular meeting of the 1997-98 Faculty Senate was held on Tuesday, 14 October 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**

Ferrell (History) noted an amendment to the Vice Chancellor's Report to read as follows: "Ferrell (History) asked what was the budget for expenditures from the Shared Vision Funds. VC Hallock responded that he did not know, but would investigate and report at the next Senate meeting." The minutes of 9 September 1997, were approved as amended.

**Agenda Item III. Special Order of the Day**

**A. Roll Call**

Senators absent were: Professors Satterfield (Art), Parker (Economics), Gabbard (Education), Kennedy (Industry and Technology), and Vice Chancellor Hallock.

Alternates present were: Professors Techman for Kane (Allied Health Sciences), Triebenbacher for Farrior (Human Environmental Sciences), and Ciesielski for Hankins (Industry and Technology).

**B. Announcements**

1. The Chancellor has approved the following resolution from the 9 September 1997, Faculty Senate meeting:  
#97-29 Revised Department of Mathematics Unit Code of Operation
2. Thanks was extended to the Faculty Senate Alternates who agreed to serve as Tellers:  
Gary Greenstein (Health Sciences Library) and Stephanie Lanier (Education).
3. Various faculty members have expressed an interest in reviewing the preliminary work on two important University policies. The following internet URL addresses may be used to follow the activities of these policies.  
Post Tenure Review: <http://ecuvax.cis.ecu.edu/~arsexau/am371.htm>  
Phased Retirement: <http://ecuvax.cis.ecu.edu/~arsexau/am370.htm>
4. The University Board of Trustees will meet on Friday, 24 October 1997, at 10:15 a.m. in the Mendenhall Student Center Great Room. Individual committee meetings will be held on Thursday, 23 October 1997. Please contact James LeRoy Smith at ext. 6105 for the specific times of each committee meeting. All faculty are welcome to attend any of these open meetings.
5. The next Faculty Assembly meeting is scheduled for Friday, 21 November 1997, at 9:00 a.m. in Chapel Hill. Faculty, with issues they feel need to be addressed by this body, should contact one of the five Faculty Assembly Delegate listed below.  
- Lou Everett -Henry Ferrell -Rita Reaves -Allan Rosenberg - Don Sexauer
6. The Committee on Committees has been charged to seek nominees from the faculty for the election of two alternate members to the Faculty Assembly of the University of North Carolina. Delegates and alternates shall be full-time faculty or professional staff members, holding no administrative duties outside his/her unit. Faculty are asked to return their list of nominees to the Faculty Senate office by Friday, 31 October 1997.

**C. Richard Eakin, Chancellor**

Chancellor Eakin commented briefly on administrative evaluations and the approved use of the DECAD form for this evaluation. He indicated that he had used an additional evaluation of the vice chancellors and his staff and had encouraged the vice chancellors to do the same. The Chancellor encouraged the timely submission of grade reports at the end of the semester citing the lengthened semester, shorter break and the time needed by the Readmission Appeals Committee. He stated that Gary Lowe (Dean of the School of Social Work) would represent the Administrative Council this year in the Senate. The Chancellor indicated that a statewide report of data on transfers of community college students to the university was recently received by his office and will be made available to the campus. Jim Lanier (Institutional Advancement) spoke briefly on how the Shared Visions campaign money was distributed. Ferrell (History) asked if the information provided could be made available to donors and prospective donors to counteract some negative feelings about giving to the university. Vice Chancellor Lanier agreed to distribute this information and noted that he would be happy to meet with Professor Ferrell after the meeting to discuss any specific issues with the campaign that he felt needed to be addressed.



## Full Faculty Senate Minutes

14 October 1997

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### D. Vice Chancellor's Report

Richard Ringeisen, Vice Chancellor for Academic Affairs, spoke briefly on searches for the Director of Academic Library Services and Dean of the School of Education. Committees have been selected and are beginning their work. Dean Keats Sparrow will chair the search committee for the Joyner Library Director and Dean Christian Zauner will chair the search committee for the School of Education Dean. He noted that Caroline Ayers, Ben Irons and Don Sexauer have been working on the university's response to the General Administration on phased retirement. Vice Chancellor Ringeisen stated that the University's input would deal primarily with campus limits for faculty selecting to undertake phased retirement and what was meant by financial exigency relative to phased retirement. He stated that the recommendations from ECU were an institutional limit of 10% of tenured faculty resulting in no more than 50-60 faculty at any time in phased retirement; no more than 25% in any school or college in phased retirement and none with a limit lower than 10%. He also noted that some programs would not be able to make use of phased retirement if it was determined to be detrimental to the unit or program. Vice Chancellor Ringeisen stated that he would continue to meet with faculty groups throughout the year.

Shea (Human Environmental Science) asked about the need to update facilities for teaching and ensure quality of the teaching environment. Vice Chancellor Ringeisen reported on a plan to get units on campus to cooperate in the use of media. The upgrade of tables, chairs etc. was still being studied. Wilson (Sociology) asked about the availability of support for classes that use technology extensively and the availability of funds for repair. Vice Chancellor Ringeisen stated that this problem was being worked on but had not yet been resolved.

### E. Henry Ferrell, Faculty Assembly Delegate

Professor Ferrell (History), Faculty Assembly Delegate, briefly discussed the activities of the 19 September 1997, Faculty Assembly meeting in Chapel Hill. A copy of the full report is available in the Faculty Senate office, 140 Rawl Annex. Chancellor Eakin responded to three items mentioned in the report. He spoke to the ability of both past and present University Presidents; the open meetings law interpretation by the General Administration was a negotiated settlement and not a one-sided decision; and that the Board of Governors still supports the concept of teaching awards but the General Assembly had not make funds available to support these awards.

### F. Tom Powell, Director of Admissions

Mr. Powell, Director of Admissions, provided the Faculty Senate with a breakdown of the 1997 Freshman class and Home-School student admissions. He said that enrollment was at an all time high as well as the quality of the entering class. He reported that there are 2935 entering freshmen---593 out of state. The average SAT score for freshmen was 1014, 1036 for out-of-state students and 1010 for in-state students. The average high school GPA was 3.209. He stated that the Freshman class had 348 African-American students. There were more than 1300 transfer students, which showed an increase over last year.

Grossnickle (Psychology) asked about the SAT adjustment. Mr. Powell indicated that it was about 100 points. Woodside (Math) asked if the high school GPA was a weighted or standardized GPA. Mr. Powell reported that they used the unweighted high school GPA and a weighted class rank in considering admissions. Spickerman (Math) asked what was meant by weighted GPA. Mr. Powell responded that in some schools additional quality points were given for honors or AP classes and these were taken into account when calculating the GPA. Rosenberg (Faculty Assembly) asked about the gender distribution of the entering class and the number of out-of-state students. Mr Powell stated that there were approximately 45% male and 55% female students and approximately 20% out-of-state students. Wilson (Sociology) asked about the enrollment of home-schooled students. Mr. Powell reported that the General Administration had developed a policy for home-school admissions whereby the admitting institution reviewed the transcripts and if there were insufficient information, request additional measures. The prospective student may select what additional information or test scores are submitted. ECU currently requests scores from the ACT test and would continue to recommend the submission of this test by home schooled students. Last year there was one home-schooled student admitted.

### G. David Stevens, Friends of the Joyner Library

Mr. Stevens, a member of the Friends of the Joyner Library, presented a brief report on the fundraising campaign taking place for the Joyner Library. A special project to raise 1 million dollars in supplemental funds for the library was underway. Among the incentives to be used are a Patrons Wall with patron's names inscribed there upon for \$1000 donation; group study rooms would get a bronze plaque with names inscribed there upon for \$5000 donation; a faculty study room designated for \$3500 donations and a graduate study carrel for \$2000 donation.

## 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



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Mark Taggart (Music) Chair of the Committee, presented Professors Gregg Givens (Allied Health Sciences) and Boni Boswell (Health and Human Performance) as nominees to fill the two vacancies on the Appellate Hearing Committee. There was no discussion and Professors Givens and Boswell were elected to serve on the Hearing Committee by acclamation. Professor Taggart then presented Professor David Dosser (Human Environmental Sciences) as the nominee to fill the vacancy on the Appellate Grievance Board. There was no discussion and Professor Dosser was elected to serve on the Grievance Board by acclamation. Professor Taggart then presented the first reading of the proposed revision to the Research/Creative Activity Policies Committee Charge. There was no discussion. The Faculty Senate will be asked to act on this proposed revision at the 4 November 1997, meeting.

#### B. Credits Committee

Bob Woodside (Math), Chair of the Committee, presented a proposed revision to the *University Undergraduate Catalog* concerning the Grade Replacement Policy. There was no discussion and the proposed revision to the *University Undergraduate Catalog* was approved as presented. **RESOLUTION #97-30** (Please refer to the list of resolutions at the end of this report for the full revision.)

#### C. Libraries Committee

Henry Ferrell (History), Chair of the Libraries Committee, presented a brief informational report on the activities of the Committee. He noted that concerns about the library could best be addressed if they were brought to the attention of the committee membership.

#### D. Faculty Governance Committee

Patricia Anderson (Education), Chair of the Committee, presented a clarification of *Appendix D*, concerning the formation of personnel, tenure, and promotion committees when the unit does not have sufficient faculty to serve on a committee. Ferrell (History) asked if there might be citations of interpretations in the online *Faculty Manual*. Chair Sexauer noted that the two sites would be linked together. Following discussion, the proposed clarification of *Appendix D* was endorsed as presented. (Attached at the end of this report is the full clarification endorsed by the Faculty Senate.)

#### E. Unit Code Screening Committee

Bill Grossnickle (Psychology), Chair of the Committee, presented the revised Unit Code of Operation for the School of Health and Human Performance. There was no discussion and the revised Unit Code of Operation was approved as presented. **RESOLUTION #97-31** (All approved academic Unit Codes of Operation may be viewed in the Faculty Senate office, 140 Rawl Annex.)

#### F. University Curriculum Committee

James Smith (Business), Chair of the Committee, presented the curriculum matters contained in the 11 September and 25 September 1997, meeting minutes. Ferrell (History) asked if the curriculum committee would be involved in distance learning discussions. Professor Smith stated that nothing had been formally established. Following discussion the curriculum matters were approved as presented. **RESOLUTION #97-32** (Copies of these minutes have been distributed to all units and are available on the Faculty Senate web page.)

#### G. Faculty Grievance Committee

Gene Hughes (Business), Chair of the Committee, presented an overview of the 1996-1997 Committee activities. Of the grievances initiated during the last academic year, 4 proceeded to STEP TWO; 2 proceeded to STEP THREE; 2 proceeded to STEP FOUR, 1 proceeded to STEP FIVE, and none proceeded to STEP SIX. Of grievances initiated prior to the last academic year, none are still in progress, none proceeded to STEP SIX and none were submitted to the Chancellor. The number of grievances by category include 1 evaluation, 1 age discrimination, 1 denial of promotion, and 1 salary and violation of personnel file. Of those grievances, 2 have submitted Petition for Redress, with 1 requesting a hearing, and that final written report is still being drafted within the Committee. Don Sexauer (Art), Chair of the Faculty, also reported on the grievances initiated during the last academic year. Of those, no decisions have been appealed to the Chancellor, Board of Trustees, or beyond. Of those grievances initiated prior to the last academic year, no decisions were appealed. There was no discussion concerning these reports.

### Agenda Item VI. New Business

The senate agreed to consider a report on measuring teaching loads.

Jim Joyce (Physics), Vice Chair of the Faculty Governance Committee, presented the report for consideration. Shea (Human Environmental Sciences) expressed concern about the need to approve the document before there was adequate time to review the document especially relative to education programs/faculty. Bob Thompson (Institutional Research) indicated that these guidelines were roughly parallel to those presented in NCATE documents. Anderson (Faculty Assembly) spoke in favor of the guidelines and pointed out that almost all faculty workloads could be measured with the proposed guidelines and that this was a general policy statement for units to use. Everett (Nursing) stated that this document would be very useful at the Faculty Assembly Welfare Committee meeting. Smith (Allied Health Sciences) asked how the numbers were derived. Thompson



## Full Faculty Senate Minutes

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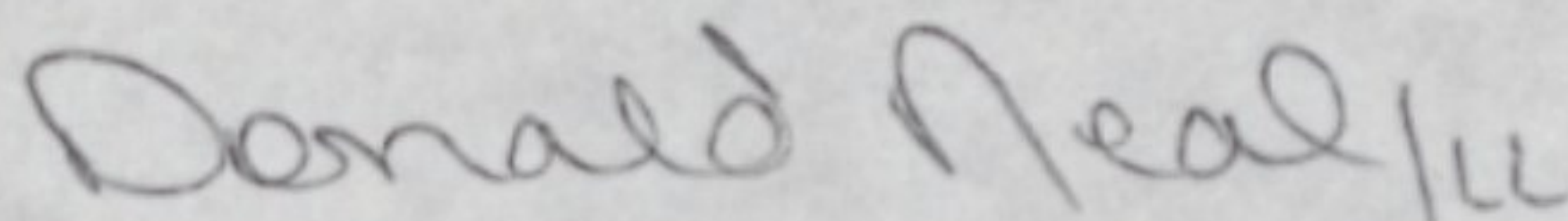
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indicated that they came from the NCATE report and General Administration documents but were modified to accommodate the practice at ECU. He stated that ranges for some numbers were included. Farr (English) asked if the School of Medicine was deriving its own document. Thompson responded that the School of Medicine was not included in the General Administration directive. Farr asked if the committee considered the practical aspects of having large numbers of faculty asking for released time for things such as thesis advising. Thompson said that units would have to develop their own system based on these guidelines. Hartley (Art) spoke in favor of the report. Ferrell (History) asked for clarification that these were guidelines and not standards. Thompson agreed and said that they should be used as a template for units to use. Rosenberg (Faculty Assembly) spoke in favor of the document and the recognition of the efforts of the faculty that are included in these guidelines. Following discussion the proposed Guidelines for Measuring Teaching Loads was approved as presented.

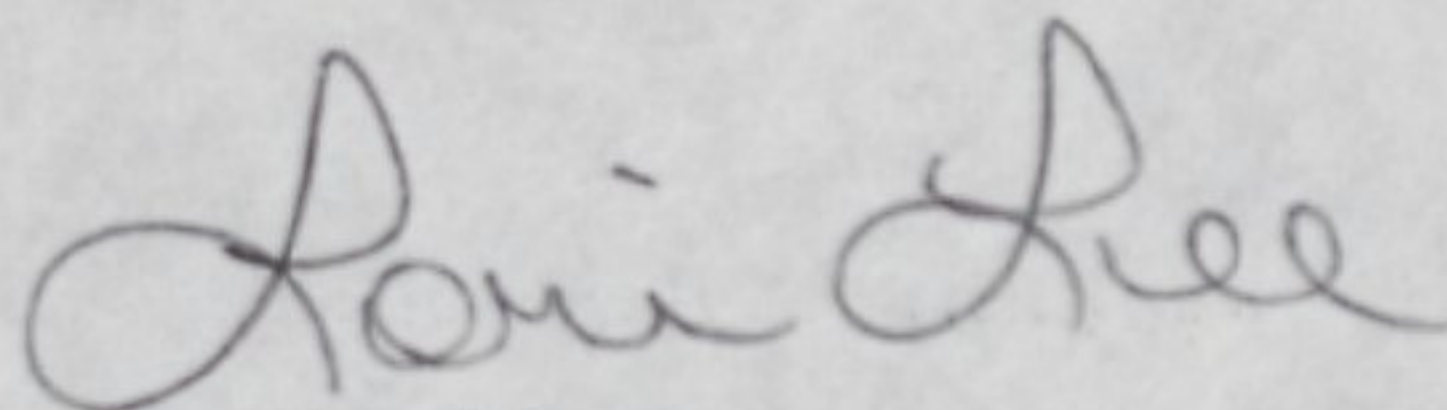
**RESOLUTION #97-33** (The office of Planning and Institutional Research will distribute copies of the full report on the Guidelines for Measuring Teaching Loads to each unit for their consideration.)

There being no further business to come before the Faculty Senate at this time, the meeting adjourned at 4:08 p.m.

Respectfully submitted,



Donald Neal  
Department of Geology  
Secretary of the Faculty



Lori Lee  
Faculty Senate office  
Administrative Assistant

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### RESOLUTIONS PASSED AT THE 14 OCTOBER 1997, FACULTY SENATE MEETING.

#97-30 Revised *University Undergraduate Catalog*, Grade Replacement Policy (page 42), third sentence in the second paragraph to read as follows: "Although the original grade will not be used in determining the GPA of the student, the original grade will remain on the student's permanent academic record and will be included in the calculation for consideration for honors."

**Disposition:** Chancellor

#97-31 Revised Unit Code of Operation for the School of Health and Human Performance.

**Disposition:** Chancellor

#97-32 Curriculum matters contained in the University Curriculum Committee minutes of 11 September and 25 September 1997.

**Disposition:** Chancellor

#97-33 Guidelines for Measuring Teaching Loads. (The office of Planning and Institutional Research will distribute copies of the full report on Measuring Teaching Loads to each unit for their consideration.)

**Disposition:** Academic Units, Chancellor

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### INDEX OF RULINGS FOR CLARIFICATION

Please feel free to call the Faculty Senate office at ext. 6537 if you have any questions concerning these clarifications.

#### 10-14-97 Formation of Personnel and Tenure Committees

##### **Established by the Faculty Governance Committee and Endorsed by the Faculty Senate**

When a unit has fewer than three permanently tenured voting faculty members not holding administrative status, the next higher administrator above the unit level shall appoint permanently tenured faculty from other units to increase the committee's membership to three. These appointments to the committee must be from one list of candidates selected by a vote of the permanently tenured and probationary-term faculty of the unit. The list forwarded to the next higher administrator by the appropriate faculty will contain at least twice the number of faculty members required to complete the membership of the committee. Before voting on the list to be forwarded to the next higher administrator, the voting faculty will ascertain that faculty members nominated to have their names placed on the list are willing and able to serve in this important capacity. The list of faculty names recommended to the next higher administrator may not be returned for revision.

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

**EAST CAROLINA UNIVERSITY  
FACULTY SENATE**

**EXECUTIVE MINUTES OF 14 OCTOBER 1997**

The minutes of 9 September 1997, were approved as amended.

Senators absent were: Professors Satterfield (Art), Parker (Economics), Gabbard (Education), Kennedy (Industry and Technology), and Vice Chancellor Hallock.

Alternates present were: Professors Techman for Kane (Allied Health Sciences), Triebenbacher for Farrior (Human Environmental Sciences), and Ciesielski for Hankins (Industry and Technology).

**Announcements**

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A proposed revision to the *University Undergraduate Catalog* concerning the Grade Replacement Policy was approved as presented.

**RESOLUTION #97-30** (Please refer to the list of resolutions at the end of this report for the full revision.)



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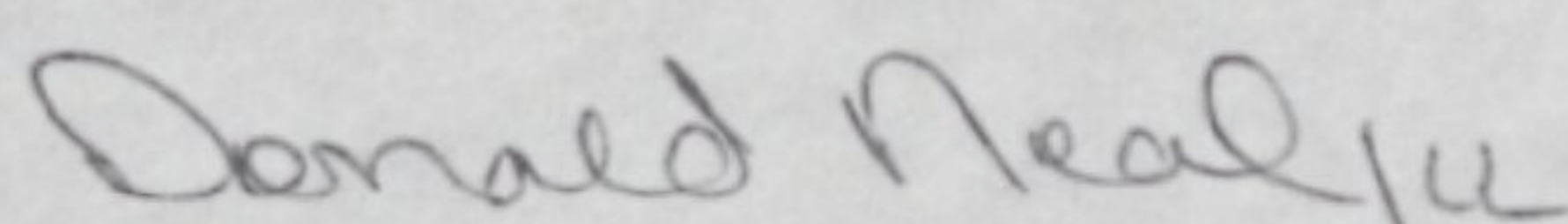
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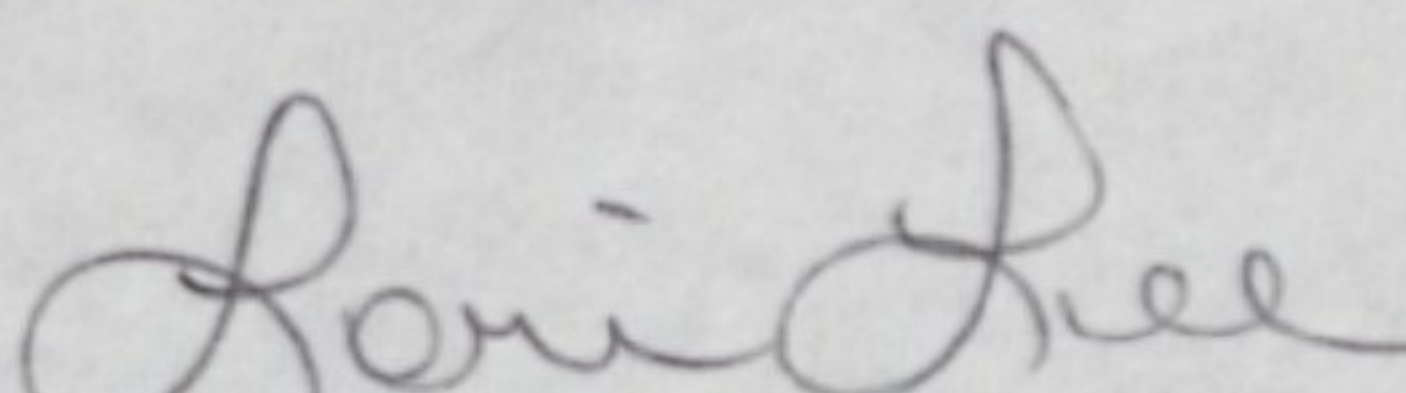
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Department of Geology  
Secretary of the Faculty



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