East Carolina University

Faculty Senate
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26 March 1998

Chancellor Richard Eakin
East Carolina University
Spilman Building

Dear Dr. Eakin:

On Tuesday, the Faculty Senate adopted the following resolutions for your consideration:

98-9 ✓ Spring 1998 Graduation roster, including Honors Program graduates, subject to completion of degree requirements.

revised 98-10 University Academic Computer Use Policy (attachment 1).

98-11 ✓ Name change of the School of Social Work to *School of Social Work and Criminal Justice Studies.*

98-12 ✓ Curriculum matters contained in the University Curriculum Committee minutes of 26 February 1998 (attachment 2).

Thank you for your consideration of the above mentioned resolutions.

Sincerely,

Don Sexauer

Don Sexauer
Chair of the Faculty

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c: Richard Ringeisen, Vice Chancellor for Academic Affairs
      James Hallock, Vice Chancellor for Health Sciences

UNIVERSITY ACADEMIC COMPUTER USE POLICY

Freedom of expression and academic freedom are limited to no greater degree in electronic formats than in printed or oral communication. Individual faculty members are entitled to full freedom in research and in the publication of results. Academic freedom includes freedom of artistic expression through electronic means as well as in familiar and traditional media. Intellectual property in electronic form is as fully protected as are those properties in other forms. Individual faculty members are entitled to freedom in the classroom in discussing their subject, including those formats used in virtual spaces and areas where communication is inherent in the teaching and learning process.

The University provides access to a functioning system of electronic communication on a nondiscriminatory basis, without regard to the perceived merit of a particular content or subject matter or the views of users. Equality of access is assured without regard to race, gender, nationality, age, religion, disability, or sexual orientation.

The University relies heavily upon these computer information systems to meet operational, financial, educational and informational needs. It is essential that East Carolina's computer systems, and computer networks, as well as the data they store and process, be operated and maintained in a secure environment and in a responsible manner. It is critical that these systems and machines be protected from misuse and unauthorized access.

This policy applies to University-owned computer systems and refers to University-owned hardware, data, software and communications networks associated with these computers. In particular, this policy covers computers ranging from multi-user timesharing systems to single user personal computers, whether stand-alone or connected to the network.

Individual faculty members shall make every effort to show that they are not speaking for the University when they are not. Special care shall be taken in posting or distributing digital material, on a web page or site created and accessed through the University computing system. Individual faculty members must avoid or dispel any inference that the speaker represents the views of the University or of faculty colleagues. Individual faculty members are responsible for following federal, state, University of North Carolina Board of Governors, and University laws and policies.

The University shall respect the privacy and confidentiality of Internet use by individual faculty members as the University respects the use of University libraries by individual faculty members. Personal, professional, and research files and communications are normally excluded except in following cases. Administrative documentation of all research projects requiring University authorization are deemed "public records" under the State Public Records Act and are subject to that act's retention and disposition requirements. Official copies of grant applications, required reports, financial, personnel, and other administrative materials are handled by and retained with the University. All records in electronic formats concerning, or generated in the course of conducting University programs, projects, administration, representation, or other business, are "public records" as defined by the state records act and, so, subject to that act's retention/disposition requirements in the same manner as paper records.

The University shall respect the privacy and confidentiality of E-mail communications and other faculty documents that are not public documents as defined by North Carolina Statute 132. With

few exceptions (e.g., convenience copies of student grades), papers of individual faculty members are considered the property of the faculty member and not of the University. Those records that are created by a faculty member serving as an administrator (i.e. department chair, chair of a faculty committee, principal investigator of a University-authorized research project) are the official records of that office or activity. They are deemed "public records" under the state records act and, so, are subject to that act's retention and disposition as well as maintenance requirements. Otherwise, E-mail and other faculty documents shall not be examined by the University unless authorized by the chancellor, or by permission of the individual faculty member. Any faculty member whose documents, files, or other computer data are examined shall be notified within 10 days. The notification shall provide a description of what was examined and the reasons for such an examination.

The respect of the University for the privacy and confidentiality of the foregoing is an essential part of academic freedom.

Computer Usage Guidelines

The University reserves the right to limit access when federal or state laws or University policies are violated or where University contractual obligations or University operations may be impeded.

Users are to have valid, authorized accounts and may only use those computer resources which are specifically authorized. Users are responsible for taking reasonable precautions to safeguard their own computer account.

Users who choose to publish home pages on the World Wide Web must identify themselves as the author. In addition, they must include a disclaimer that any personal home page content reflects their own views and not necessarily that of the University. Furthermore, any links to other web resources must be identified.

Users may not change, copy, delete, read or otherwise access files or software owned by other parties without permission of the custodian of the files or the system administrator. Users may not bypass accounting or security mechanisms to circumvent data protection schemes. Users may not attempt to modify software except when intended to be user customized.

Users shall assume that any software they did not create is copyrighted. They may neither distribute copyrighted proprietary material without the written consent of the copyright holder nor violate copyright or patent laws concerning computer software, documentation or other tangible assets.

Users must not use the computer systems to violate any rules in the East Carolina University *Faculty Manual*, or any local, state or federal laws.

University policies stated in the Faculty Manual of which individual faculty members should be aware that may bear on computer use include Part IV, Section V, External Professional Activities for Pay; Part VII, Section II. G., Copyright Procedures; Appendix I, East Carolina University Policy on Conflicts of Interest and Commitment.

North Carolina statutes of which individual faculty members should be aware that may bear on computer use include 14-190-1, Obscene Literature and Exhibitions; 114-15.1. Denial of Computer Services to an Authorized User; 114-14.1 Department Heads to Report Possible Violations of Criminal Statues Involving Misuse of State Property to the State Bureau of Investigation. United States Statues of which individual faculty members should be aware that indirectly may bear on computer use include Title 18, Section 1030, Fraud and Related Activity in Connection with Computers.

EAST CAROLINA UNIVERSITY
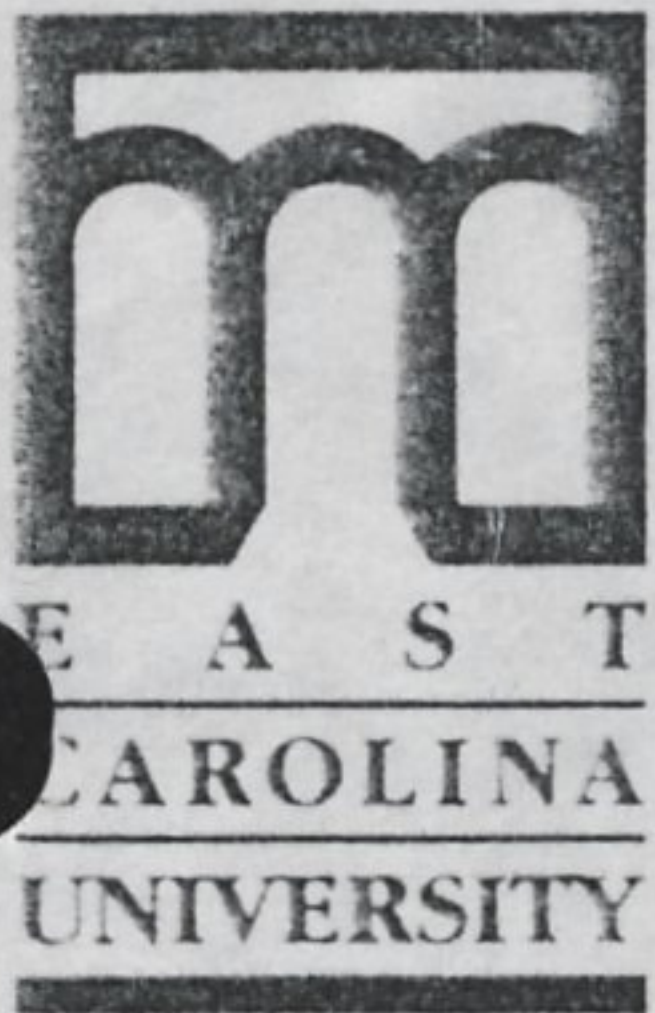
March 26, 1998

Dr. Judith Pulley
Vice President for Planning
UNC General Administration
910 Raleigh Road
P. O. Box 2688
Chapel Hill, North Carolina 27515-2688

Dear Dr. Pulley:

The dean and faculty of the School of Social Work have requested that the name of the school be changed to the School of Social Work and Criminal Justice Studies. Appropriate faculty bodies have recommended the name change because it reflects the breadth of the school's offerings, particularly in view of the authorization to plan the MS in criminal justice.

The vice chancellor for academic affairs has supported the change. I forward this request to you with my endorsement and ask that the name be revised at your earliest convenience so that we may incorporate the new name in the publications distributed to incoming students. A revised organization chart for the Division of Academic Affairs is attached.

Sincerely,

Richard R. Eakin
Chancellor

Attachment

cc: Richard D. Ringeisen, Vice Chancellor for Academic Affairs
     Gary Lowe, Dean, School of Social Work
     Robert J. Thompson, Director, PIR
     ✓ Don Sexauer, Faculty Chair
     Caroline L. Ayers, Associate Vice Chancellor for Academic Affairs

Vice Chancellor

- BB&T Center for Leadership Development **

- SACS Self-Study — Associate Vice Chancellor
  - Admissions | Honors Program | Registrar | International Affairs

- Academic Library Services

- Faculty Development

- Continuing Studies
  - University College
  - Weekend University

- Undergraduate Studies
  - Cooperative Education
  - General College

School of Art
- Accounting
- Bureau of Business Research *
- Decision Sciences
- Finance
- Management
- Marketing

School of Business
- Accounting
- Bureau of Business Research *
- Decision Sciences
- Finance
- Management
- Marketing

College of Arts & Sciences
- Anthropology
- Biology
- Chemistry
- Communication
- Economics
- English
- Foreign Languages & Literatures
- Geography
- Geology
- History
- Mathematics
- Philosophy
- Physics
- Political Science
- Psychology
- Sociology
- Theatre and Dance
- Women's Studies
- Center for the Liberal Arts**
- Institute for Historical & Cultural Research*

School of Education/ Teacher Education
- Business, Vocational, & Technical Education
- Counselor & Adult Education
- Educational Leadership
- Elementary & Middle Grades Education
- Foundations, Research and Reading
- Library Studies and Educational Technology
- Science Education
- Science/Math Education Center**
- Special Education
- Rural Education Institute**

School of Health & Human Performance
- Health Education
- Human Performance Laboratory
- Recreation and Leisure Studies
- Exercise and Sport Science

School of Human Environmental Sciences
- Apparel, Merchandising, & Interior Design
- Child Development & Family Relations
- Nutrition & Hospitality Management

School of Industry & Technology
- Aerospace Studies
- Construction Management
- Industrial Technology
- Military Science
- Planning

School of Music
- Basic Studies
- Instrumental
- Keyboard
- Music Education
- Voice

School of Social Work & Criminal Justice Studies
- Criminal Justice
- Social Work

LEGEND
*Research Unit
**Public Service Unit