

1999-2000 FACULTY SENATE

Academic Committee Business Carried Over from 1998-1999 and New Business Forwarded to Academic Committees for 1999-2000. (7-29-99)

Agenda Committee

None

Committee on Committees

Possible revision to Educational Policies and Planning Committee Membership (request in correspondences).

Admissions and Recruitment Committee

1. Review draft resolution relating to recruitment and admission of international students (attachment 1). Determine cost factors and justification associated with a recommended increase and revise resolution as needed. Resolution to be resubmitted to Faculty Senate by the end of Fall, 1999.
2. Review the 1998-2000 Long-Range Enrollment Projections and begin exploring ways to increase enrollment at ECU per the goal of 27K students by 2008.

Calendar Committee

1. Review/revise calendar format, i.e. Martin Luther King makeup day.
2. Prepare 2002-2003 calendar, including surveying departments using common exams.
3. Consider the role of the Calendar Committee regarding distance education.
4. Request report from Registrar regarding adherence to scheduling guidelines.
5. Re-visit, via the Marketing Research class, the possibility of a full week Thanksgiving.
6. NEW BUSINESS - Review the possibility of offering "odd class hour offerings", i.e. one week for 8 hours a day for 3 credit hours (and potentially for certification of some kind).
(Requested by Harold Stone, School of Industry and Technology)

Career Education Committee

1. Discuss the Career Education Forum and begin plans to implement one for the Fall term in addition to the Spring term.

Continuing Education Committee

1. Finalize revisions to the Committee's charge and work with the Committee on Committees on revising the charge (attachment 2).
2. Provide more effective outreach and information to constituencies of Continuing Studies; pursue feedback from these constituencies. The Committee should focus on widespread misinformation and confusion concerning Continuing Studies courses, hiring practices, summer school, and various policies and procedures.

Course Drop Appeals Committee

None

Credits Committee

1. Consider student appeal, dated June 28, 1999.
2. Review University policies on Grade Appeals and Change of Grade, located in the *University Undergraduate Catalog*, Section 5: Academic Regulations (page 47). A report should be forwarded to Faculty Senate in Fall, 1999. (attachment 3).
3. Recommendation to the Faculty Senate to stipulate the length of time for instructors to keep students' academic records.
4. NEW BUSINESS: Review the wording in the *ECU Faculty Manual*, Part V., Section N. Posting Grades, that refers to the "individual student's identification number". Consider revision to clarify that student's social security numbers can not be used and consider suggesting some other unique number to be used, i.e. pin number (attachment 4). (Requested by Henry Peel, Division of Academic Affairs)

Credits Committee (Continued)

5. NEW BUSINESS: Review University policy relating to Official Withdrawal, located in the *University Undergraduate Catalog*, Section 5: Academic Regulations (page 40).

Educational Policies and Planning Committee

1. Review of University budget issues.
2. Discuss selection of topic of focus for upcoming SACS visit.
3. NEW BUSINESS: Provide input to Chancellor on Doctoral II funding allocations and nonrecurring and recurring funds.

Faculty Governance Committee

1. Subcommittee on possible revisions to Appendix C; work related to personnel files for faculty members and criteria for appointment, advancement and tenure.
2. Continuing examination of Faculty Workload policies on campus, along with the impact of the UNC-GA current study on that issue.
3. Possible re-examination of Appendix D for revision.
4. Evaluation of the use of fixed-term faculty positions.
5. Response to March 29, 1999, memorandum from VCAA Ringeisen regarding clarification for non-concurring recommendations.
6. NEW BUSINESS: Response to March 29, 1999, memorandum from VCAA Ringeisen regarding clarification for non-concurring recommendations (attachment 5).
7. NEW BUSINESS: Provide a ruling on faculty leaves of absence and who is required to approve such a personnel matter.

Faculty Information Technology Committee

1. Writing a plan for faculty development in information technology.
2. Implementation of changes in the current faculty micro computing program.
3. Development of a special consideration program for faculty computing.
4. NEW BUSINESS: Continue to address distance education and its faculty implications.

Faculty Welfare Committee

1. Continue discussion on providing daycare for University employees and follow-up with Rick Taylor (English Department) on survey conducted in the Spring.
2. Discussion of the equity of unit informal leave policies.
3. Discussion of the problem of full time faculty regularly employed semester to semester (without benefits).
4. Request formal notification from Garrie Moore/EEO office of how faculty disability issues will be addressed and assist with publicizing this issue for all faculty.
5. Work with Dean Antieau, Stewart Mixon and Garrie Moore to publicize the University policy/procedures for addressing harassment of faculty.
6. NEW BUSINESS - Review benefits of retired faculty and consider requesting that the University offer all retired faculty a permanent email account for as long as they live. This would be a virtual no-cost benefit and show gratitude to the retiring faculty member. (*Requested by Rick Niswander, School of Business*)

General Education Committee

1. Follow-up to Faculty Senate Report concerning General Education Assessment (attachment 6).
2. Review of policy concerning catalog identification of courses carrying general education credit.
3. Consideration of role, if any, of General Education Committee in matters relating to Distance learning, including possible committee action if deemed appropriate and relevant.
4. Discuss articulation agreements with community colleges and the impact on the transfer students with general education requirements, cognate courses, degree program requirements, surcharges, and advising responsibilities.

Honors Program Committee

1. Continue to explore the validity of the requirement that all Honors seminars be Writing Intensive.
2. Give high priority to the backlog of approved Honors seminars.
3. Assist program director in filling assistant director position.
4. Explore the possible development of an Honors College.
5. Explore the possibility of adding 1 s.h. and 2 s.h. Honors courses (independent study).

Libraries Committee

1. Continue discussion of library resources for distance education.
2. Discuss informational technology support system in the library.
3. Continue on-going review of budget recommendations and allocations.
4. Discuss electronic journal and electronic publishing.
5. Synchronization of library services campus wide (Joyner, Medical, Music).
6. Request a briefing of faculty on expanded library hours as of Fall 1999.
7. Examine how well the connection functions between ECU libraries and the unit library representatives are.
8. Continue discussion regarding a role of faculty in allocation of resources available from the ECU Friends of the Library.
9. Continue receiving department reports from Joyner Library.

Readmission Appeals Committee

1. To understand and implement revisions in retention standards review this year.
2. To continue to examine the efficiency of our review process.

Research/Creative Activity Grants Committee

1. Address problem of members turning in reviews.
2. Development of an on-line grant form and procedure.

Research/Creative Activity Policies Committee

1. Continue review of proposed revisions to the Procedures for Awarding Research Awards and present a report to the Faculty Senate in the Fall 1999 (attachment 7).
2. Standardization of forms for the application/nomination process of the research awards.
3. NEW BUSINESS: Address copyright issues with respect to publication of research work; focusing on how much should authors give away.

Student Advising and Retention Committee

1. Provide input to Undergraduate Studies to develop novel ways to enhance the advising process at ECU.
2. Consider and follow up on the proposed Faculty Senate Resolution and consider resubmitting the report to the Senate in the Fall 1999, requesting support of faculty advising (attachment 8).
3. Consider proposals to Faculty Governance Committee on changes to the *ECU Faculty Manual* as it addresses the role of advising in faculty expectations.
4. Consider and make recommendations regarding the role of career counseling in retention and advising.
5. Consider ways to enhance advising for students who are undecided or reconsidering their major.

Student Scholarships, Fellowships, and Financial Aid Committee

1. Continue evaluation of the Committee's charge and responsibilities.
2. Continue awarding of scholarships and hearing of financial aid decision appeals.
3. Continue to investigate how the Committee, and the faculty in general, can become more involved in setting policy for allocating student scholarships.

Teaching Effectiveness Committee

1. Continued discussion of the report by Dr. Allan Glatthorn on faculty development and the evaluation of teaching (attachment 9).
2. Further discussion of methods of enhancing faculty development.
3. Continued work on effective methods for the evaluation of distance education courses.
4. Continued work on the development of a new survey instrument for the evaluation of distance education courses.
5. Consider the implications of the Faculty Senate approved "Quality Assurance Standards for Undergraduate Courses Offered via Distance Education at East Carolina University" and the "Guidelines for the Implementation of the Standards" (attachment 10).
6. NEW BUSINESS - Review the Annual Teaching Awards Ceremony and discuss ways to enhance faculty participation or consider returning to recognizing award winners at the Fall Convocation and eliminating this ceremony.

Teaching Grants Committee

1. Examine whether a set meeting time should be established for 2000-2001 and thereafter. If so, request the Committee on Committees to revise the Committee charge to reflect this.
2. Revise the on-line grant applications. Clarify the instructions and trouble-shoot.
3. Review progress reports for 1997-1998 and 1998-1999.
4. Require abstract in addition to the progress report. Abstracts must be posted to the website following completion of the project.

Unit Code Screening Committee

None

University Curriculum Committee

1. Examine current submission forms for ease of use and submission.
2. Revise current web page for ease of use.
3. Hold workshop on electronic filing of materials.
4. Resolve issues of dual submissions of 5000 level courses.

Writing Across the Curriculum Committee

None