

THE FULL FACULTY SENATE MINUTES ARE DISTRIBUTED TO FACULTY SENATORS, ALTERNATES, ACADEMIC COMMITTEE CHAIRS, AND AVAILABLE ELECTRONICALLY VIA THE ECU FACULTY SENATE WEB SITE (<http://www.ecu.edu/fsonline>).

EAST CAROLINA UNIVERSITY
1999-2000 FACULTY SENATE

EXECUTIVE MINUTES OF 18 APRIL 2000

The minutes of 21 March 2000, were approved as distributed.

Senators absent were: Professors Albright (Allied Health Sciences), Mott (Education), Neal (Geology), Lyandres (History), Meredith and Mustafa (Medicine), Clark (Theatre and Dance), Vice Chancellors Hallock and Ringeisen.

Alternates present were: Professors Killingsworth for Schneider (Business), Griffen for Joyner (Education), Jones for Taylor (English), Mulcahy for Gares (Geography), McMillen for Engel (Medicine), Worthington for Lannin (Medicine), and Pokorny for Williams (Nursing).

Announcements

1. The Chancellor has approved the following resolutions from 21 March 2000, Faculty Senate meeting:
 - #00-10 Spring 2000 Graduation Roster, including honors program graduates, subject to completion of degree requirements.
 - #00-11 Revision to Section I.J. Grade Appeals of Part V. Academic Information of the *East Carolina University Faculty Manual*.
 - #00-12 Replacement for Section VI. Personnel/Evaluation Files of Appendix C. of the *East Carolina University Faculty Manual*.
 - #00-13 Addition to Part VI. General Personnel Policies ("Section VIII. Frequently Asked Questions About Faculty Personnel Records) of the *East Carolina University Faculty Manual*.
 - #00-14 Recommendation that the Chancellor initiate the development of training materials and annual workshops for administrative personnel covering proper stewardship of personnel files/records.
 - #00-15 Revised Academic Library Services' Unit Code of Operation.
 - #00-16 Curriculum matters contained in the 10 February 2000, 24 February 2000, and 9 March 2000, meeting minutes.
 - #00-17 Revised Spring 2000 University Calendar to set Tuesday, May 2nd as a make-up class day for the January 25th class day lost due to snow and to make Wednesday, May 3rd as a make-up class day for the April 21st State holiday. This would eliminate a Reading Day for the Spring semester.
2. Beginning Fall 2000, all Faculty Senate materials (agendas, minutes, announcements) will be distributed via the Faculty Listserv. Faculty choosing to opt out of the Faculty Listserv will continue to be able to access the materials via the Faculty Senate website. Actual paper copies of the various documents will only be available in the Faculty Senate office.
3. A sincere thanks was extended to Chancellor and Mrs. Eakin for the nice reception held in their home honoring the Faculty Senate on Wednesday, 22 March 2000. Those unable to attend were missed.
4. Faculty interested in periodically receiving past copies of "*The Chronicle of Higher Education*" are asked to call the Faculty Senate office and place their name on a list for distribution.
5. Annual Teaching Awards Ceremony is scheduled for 9:00 a.m. on Wednesday, 3 May 2000. Chancellor Eakin will host a reception immediately following the event. Please make plans now to attend.
6. Committee chairs are reminded that all Academic Committee Annual Reports are due in the Faculty Senate office by Thursday, 4 May 2000.
7. Members of the Libraries Committee encourage faculty to complete the Faculty Library Survey located on the Faculty Senate website at: <http://www.ecu.edu/fsonline/>.
8. Special thanks were extended to Chancellor Eakin for providing the funds for refreshments throughout the year for the Faculty Senate meetings.
9. The next Board of Trustee meeting is scheduled for Friday, 12 May 2000, beginning at 9:00 a.m. in the Mendenhall Student Center. A copy of the meeting agenda will be available for review in the Faculty Senate office.

Richard Eakin, Chancellor, reported that the Board of Governors (BOG) met last Friday, and approved plans for new admission standards for the University of North Carolina, which will include a greater emphasis on preparation in the areas of foreign language and mathematics. The standards will not be in place for several years. A request of \$3.7 million in extra money for enrollment increases has been requested by ECU. The BOG approved a plan to increase funding for the West End dining hall, which will be located on campus. The Chancellor discussed priorities for this summer. He suggested that faculty members contact members of the General Assembly with respect to capital funding needs, and approval of the last phase in doctoral funding. The Chancellor announced that the Campaign for East Carolina Scholars has raised \$11 million, with a target of \$15 million. After the BOG teaching excellence winners were honored, ECU winner Karl Wuensch (Psychology) gave, according to Chancellor Eakin, an outstanding response on behalf of all of the winners.

Thomas Feldbush, Vice Chancellor for Research, discussed the Dare County Task Force on Higher Education and the Center for Coastal Studies on Roanoke Island. Money has been appropriated by General Administration. ECU will be the lead institution administering the Center. The Center plans include a building that will cost \$10-15 million. The plan is for a budget to be submitted by October 1 of this year for approval.

Ernie Schwarz, Chair of the University Athletic Committee, deferred to Darrell Bryant, Interim Assistant Athletic Director. Ms. Bryant stated that approximately 400 student athletes had performed over 1900 hours of voluntary community service during the 1999-2000 academic year. Ms. Bryant spoke of services provided to athletes, including a mandatory study hall for freshmen and incoming students, which included specific objectives in academic areas. She discussed program of academic monitoring through progress reports, and expressed appreciation for faculty who participated in the monitoring program. She stated that tutoring is available for most student athletes for most courses.

Bob Morrison, Faculty Assembly Delegate, presented an overview of the Faculty Assembly meeting held on 7 April 2000, in Chapel Hill. A copy of the report is available in the Faculty Senate office. Highlights of Professor Morrison's presentation included: The themes of faculty communication with legislators and faculty involvement with shared governance were discussed. Austin Bunch is ECU's conduit for lobbying activity for ECU. As of 2004, the UNC system will require two years of

foreign language and as of 2006, one additional year of math beyond algebra II. The capital facilities issue may be decided by referendum. A new web site, www.uncbuildings.org has been developed to disseminate information about capital funding needs. A fixed term faculty review committee has been established. Some suggestion has been made that fixed term appointments be limited to 7 years to comply with AAUP guidelines. General Administration has requested a 6% pay increase for faculty. Discussion was also held about a faculty seat during Trustee meetings. What happens with phased retirement positions also was discussed. Anyone interested in discussing particular items with the Faculty Assembly Delegation are encouraged to contact the following University members: Brenda Killingsworth (Business), Bob Morrison (Chemistry), Henry Ferrell (History), Alan Rosenberg (Medicine), and Lou Everett (Nursing).

Brenda Killingsworth, SACS Self-Study Director, provided a handout to senators that summarized efforts to this point. She asked for input concerning committees that need to be represented in the SACS study that are not included. Information pertaining to the SACS self-study is on the SACS self-study web page at: www.ecu.edu/pir/sacs.

The following Committee reports were approved by the Faculty Senate.

#00-18 Request to establish a new professional school within the Division of Academic Affairs.

#00-19 Revisions to the *East Carolina University Faculty Manual*, Appendix A and By-Laws.

(Following approval by the Chancellor, the revisions will be made to the *ECU Faculty Manual*, located on the Faculty Senate website at: www.ecu.edu/fsonline/appa.htm.)

Revise Appendix A:

Appendix A. Title page: V. Administrative Board of the Graduate School

Revise Appendix A, By-Laws, Section V.:

V. Administrative Board of the Graduate School

The Chair of the Faculty or his/her designee shall serve as an ex-officio member without vote of Administrative Board of the Graduate School.

#00-20 Revisions to the *East Carolina University Faculty Manual*, Appendix L.

(Following approval by the Chancellor and Board of Trustees, the revisions will be made to the *ECU Faculty Manual*, located on the Faculty Senate website at: www.ecu.edu/fsonline/appl.htm.)

Revise Appendix L, Section A. Voting Faculty Member to read as follows:

As pertains to faculty voting for the unit's nominating committee for appointment of administrative officials, for making recommendations on code content to the permanently tenured unit faculty members, in quadrennial evaluations of the effectiveness of unit programs, and in quadrennial evaluations of the effectiveness of unit administrators, a voting faculty member is someone who is appointed to a full-time faculty position; who is a permanently tenured or probationary term faculty person; who has been employed in any faculty position for at least 12 consecutive months at East Carolina University; who has regular academic faculty rank (*ECU Faculty Manual, Appendix D, Tenure and Promotion Policies and Procedures of ECU*); and who must, except as noted below for faculty on leaves of absence, be carrying at East Carolina University, at the time of the voting, not less than half the normal teaching/research program as practiced in the unit of appointment.

Revise Appendix L, Section D.3.c. to read as follows:

Within ten working days after this meeting, the permanently tenured faculty members of each affected unit will meet and vote their approval or disapproval of the proposal in its original form or as amended and then will communicate in writing the results of their action to their unit administrator.

#00-21 Interpretation to the *ECU Faculty Manual*, Appendix D., Section IV.

(Following approval by the Chancellor, the interpretation will be provided with the *ECU Faculty Manual*, located on the Faculty Senate website at: www.ecu.edu/fsonline/interpretations.htm.)

This interpretation applies to the second paragraph in this section that reads:

"For the purposes of Section IV, a voting faculty member of a unit is someone who:"

Interpretation: Faculty in academic departments may not evaluate related faculty.

Related faculty within the same academic department (or other comparable institutional subdivision of employment) shall not participate, either individually or as a member of a committee, in the evaluation of related persons for appointment, reappointment, promotion, the conferral of permanent tenure, cumulative review, salary recommendations, or any other personnel action. A faculty member made ineligible for participation in the evaluation of a related person does not count for quorum purposes and his/her ineligibility does not constitute a recommendation against the proposed personnel action.

#00-22 Revisions to the Guidelines for Research Grants to be awarded in 2001-2002. (A copy of these guidelines may be obtained in the Faculty Senate office or via the Faculty Senate website at: <http://www.ecu.edu/fsonline/rc.htm>.)

#00-23 Policy statement regarding commercial exploitation of classroom materials as follows:

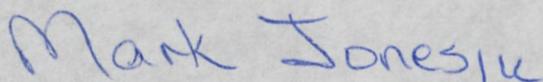
"It is a violation of University policy to sell or make commercial use of faculty lectures, notes taken from faculty lectures, syllabi and all other course materials without the express written permission of the instructor. These materials are intellectual property of the faculty, which may be protected by federal copyright law. Disciplinary action for commercial exploitation of classroom materials may be taken pursuant to applicable University policies."

#00-24 Recommendations on the Undergraduate Distance Education-Student Opinion of Instruction Survey.

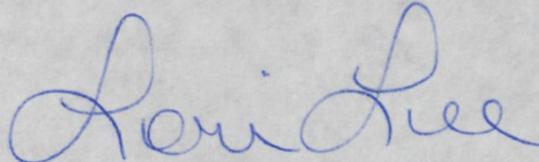
1. The survey for graduate level Distance Education (DE) courses be adopted for use with undergraduate DE courses.
2. Based upon the report on the Development and Testing of the Distance Education SOIS Instrument, the Distance Education Survey results should be treated in a comparable manner as the SOIS results.
3. In making personnel decisions, unit administrators should be aware of differences in the patterns of results between on-campus and distance education courses, and graduate and undergraduate courses.

#00-25 Revised Department of Biology and Department of Theatre and Dance Unit Codes of Operation.

Respectfully submitted,



Mark Jones
School of Social Work and Criminal Justice Studies
Secretary of the Faculty



Lori Lee
Faculty Senate Office