

4-23-02

To: Faculty Senate
From: Calendar Committee
Subject: Changes in the proposed 2003-2004 calendar relative to earlier calendars, and a modification to the Fall 2002 calendar

This cover letter is meant to explain part of the rationale for the changes in the proposed calendar necessitated by the change to 750 contact minutes per credit hour (2250 minutes for 3 semester hour courses).

One important goal of the committee was to find a way to keep a one-week break between Spring semester and Summer School (rather than starting Summer school classes the Tuesday after Commencement) and to have a three-week break in August between Summer school and Fall semester.

A second point was to recognize that as registration has moved to the web and telephone registration and enrolled/re-admitted students can register at any time from "early" registration through the drop-add period, Fall and Spring semesters do not require a designated registration day. Instead a day for advising and schedule adjustments has replaced registration day. Cancellation of schedules on August 8 due to unpaid fees allows students ample time to add classes that become available before the start of classes. Classes begin on Wednesday in the Fall to allow for a smoother move-in period and on Friday in the Spring so that no make-up day is required. The Wednesday after Fall break is being proposed as a make-up day for Labor Day to balance the number of Wednesdays and the number of Mondays.

The committee struggled with the Fall calendar while trying to balance concerns from many different viewpoints. Major concerns are not starting too early (costs and faculty time off) and not ending too close to Christmas (avoid requiring staff to work up to the last minute before Christmas). The committee had restrictions such as holidays (Labor Day and Christmas) and Fall Break (for student mental health). Another concern is balancing the number of meetings for different days of the week for pedagogical reasons and ensuring complete weeks for laboratory courses. Christmas is on Thursday in 2003, and a calendar similar to past calendars (starting classes on Wednesday) would have regular exams end on Friday, December 19, with grades due on Monday, December 22. The committee decided that replacing Reading Day with the light exam day (10, 1, and 4 TTh classes) and having the Chemistry lab common exams on the light day would result in most students having a day with no exams in place of an official Reading Day. This allows final exams to end on Thursday, December 18.

In order to reach 2250 minutes for 3 semester hour classes, the current 14 weeks and two-hour final examination comes up thirty minutes short. The committee considered adding two more class days to the schedule (one for MWF or MW classes and one for TTh classes). It was decided to extend the final examination times by thirty minutes (with a thirty-minute break until the next exam time). The Committee realizes that the changed exam period will not alter the way that exams are conducted. Thirty minutes between exams will allow ample time between exams for students who have two exams to get to their next one (this will occur if they have classes that start three hours apart on the same days (e.g., 9:00 and 12:00 MWF).

Other changes to the Fall and Spring final exam schedule involve night classes. Graduate level night classes were changed to have their exam starting at 7:30 p.m. as undergraduate level classes do currently. Also, graduate level final exams at night are to be the same length of time as for day classes (rather than three hours). Some departments have two night classes meeting in the same room on the same days (e.g., one meets 6:30 to 7:45 and the other meets 8:00 to 9:15); the exam schedule was modified to have classes starting 8:00 p.m. or later on the second night the class meets during the exam period.

At the request of a faculty member not on the committee, the committee recommends changing the class scheduling guidelines for summer school classes to have 15-minute breaks between classes to give faculty and students recovery time. In the summer, students and faculty are more likely to have back-to-back classes than in the Fall and Spring (there are only three choices for times for five-day a week classes).

The scheduling guidelines for Fall and Spring classes applied to classes beginning before 1700. This caused confusion about night class meeting times that were not addressed. The committee recommends allowing departments to have more flexibility in scheduling late afternoon and night classes when classrooms are not as difficult to find as in the morning and early afternoon.

The committee also approved a plan to modify the Fall 2002 calendar to allow classes to start on Wednesday rather than Tuesday and meet the new contact minutes requirement. The committee proposal requires minimal changes at the beginning of the semester and the only other change is the last day to drop an undergraduate class. All classes meet the new requirements except for 3 semester hour classes meeting only on Tuesday (which would fall 30 minutes short which could be remedied by meeting 5 minutes longer on 6 days or having a final exam of two and a half hours).

To: East Carolina University Faculty
Report: The 120th meeting of the UNC Faculty Assembly
Date: April 19, 2002

● First Plenary Session, 10:30 am.

- 1) Meeting began.
- 2) Minutes of the February 19, 2002 meeting were approved.
- 3) The Chair, Richard Veit, reported on the meeting with the President's cabinet. Discussion was allowed between reported items.

A proposal was made requesting that a faculty member serve on the Board of Governors.

<http://www.uncwil.edu/facassembly/documents/CodeRevision.pdf>

The President was not supportive, in particular because a state employee cannot server as a voting member. The case was made that a faculty member could be a source of information to the Board, i.e. a resource. It was also suggested that retired faculty might be more suitable. The position would still only be ex-officio.

The President was asked to pressure chancellors to hold (more thorough) yearly Administrative Evaluations. There was a suggestion that Faculty Senates need to create and maintain Administrative Evaluations.

● The President was asked about the future of the UNC system. More autonomy is being suggested (i.e. each campus for itself). This will help to streamline the system down to the local level. It was noted that this may allow campuses to better lobby on their own behalf, however there was concern that on some issues it is better when all 16 campuses speak with a unified voice.

Do not get sick or injured within thirty miles of the NC border! You are expected to make it to the nearest instate hospital. Beyond that, coverage is guaranteed, although you may be responsible for the difference of medical costs between NC and other states. However you have sixty days to appeal after receiving a bill, and negotiations usually succeed. If out-of-country coverage is needed you are responsible for translating any non-English documents.

The Faculty Dispute Resolution Task Force report was presented.

<http://www.uncwil.edu/facassembly/documents/faculty%20dispute%20report%20April%2005%202021.doc>

There are various length and efficacy concerns. Also there is a suggestion that a larger role for mediation should be sought in particular for grievance cases. The respective faculty hearing committees need better training, guidelines and mentoring. The creation of training manuals and videos along with access to attorneys could be helpful. Reports from the faculty grievance committees become the "legal record on which all further appeals are based, and these records are often not adequately assembled." There is also concern that Chancellors do not consult with the committees when a contrary action is being considered.

4) Report by Senior Vice President for Academic Affairs Gretchen Bataille:

● The long ranged strategic plan for the UNC system has now been completed. There will be more support for e-learning courses in three areas: teacher education, health/nursing, and technology. There will also be one million dollars made available for genomic funding and the development of a Biogrid. A number of new program proposals are being considered, like a dentistry program at ECU. With declining budgets many are aware that the quality of education could be at risk. This is going to be a tough year, but it is not cost effective in the long run to cut programs that may need to be recreated later. Simply cutting programs could cause instability. However, there may be programs that should have been cut ten years ago. Sometimes these

decisions are made without careful thought. Due to security issues, restricting access to students from certain countries is being considered. There is a desire to increase collaboration, support interdisciplinary research and form consortia with other countries (Germany, France). There is a need to be creative, so the office is looking for projects. "How can we work together?" ECU will be awarded an optional administrative mechanism to its Board of Trustees. The mechanism is called Management Flexibility (document link not yet available). Hope we can continue to communicate with the faculty assembly.

5) Report by Vice President for Finance and CFO Jeff Davies and Vice President for Public Affairs and University Advancement J. B. Milliken: university finances:

The present recession is the worst in ten years. Like forty-five other states, the budget will have to be cut, possibly by as much as one-and-a-half billion dollars. Even if economy improves there is a 12-18 month lag for the availability of new tax revenues. At the same time Medicaid enrolment is growing. The Governor's office is calling for a 7-11% cut in all departments and state agencies, however, due to a commitment to education, the UNC system may only be asked to give back 4-10%. In the best scenario this amounts to two hundred and eighty million dollars. Goals are to:

1. Minimize the level of cuts,
2. Obtain the full funding needed to handle increased enrolments,
3. Keep the bond payments up-to-date.

There is a strong effort being made not to effect instruction. The Governor is a friend of education. However, the cuts are expected to be permanent, i.e. non-recurring budget cuts. Structural changes may be needed.

New business: Motion from UNCCCH urging the General Assembly to fund enrollment increases (motion 2002-Apr-#12): assignment of motion to committee

<http://www.uncwil.edu/facassembly/motions/2002Apr12.htm>

6) Additional nominations for officers and committee chairs for 2002-03 academic year.

II. Lunch, noon.

III. Standing Committee Meetings met, 1:00 - 2:30 p.m.

Academic Freedom and Tenure

Motion 2002-Apr-#13: Endorse report of Committee on Non-Tenure-Track Faculty

Motion 2002-Apr-#14: Establish principles for RPT process

Budget Committee

Faculty Development

Faculty Welfare and Benefits

Governance Committee

Planning and Programs

Technology

IV. Second Plenary Session, 2:45 p.m.

Announcement: Candy bowl will be passed around, but due to objections, Dum-dums have now been replaced with Atomic fireballs. It was suggested that Smarties would have been more appropriate replacement.

1. Report by President Molly Broad:

Appreciation was expressed for the support and participation at the Teaching and Learning Conference. Two hundred and seventy-five faculty and staff members shared ideas. Commitment to a similar conference next year is possible.

Distance learning for students is increasing by about 20% per year. There is an anticipated increase in the number of such programs. We are bracing for cuts in 2002-03. Outlook is grimmer this year. 4% is the most optimistic level but regardless no permanent faculty positions will be cut and it is clear that there is a need for adjunct faculty (lecturers). Remember, universities are personnel intensive organizations, like little cities

and towns. Funding enrolment growth will probably come from tuition increases. There has been a growth in research and scholarship of about one hundred millions dollars over the previous year. This is a source of pride. The UNC system is 3rd among public university systems in sponsored research through private funds. Private funding will provide excellence.

Not convinced that having a faculty member on the Board would make a significant difference. There are many ways to have input without membership.

2. Election of officers and committee chairs for 2002-03 academic year: New officers are: Richard Veit UNCW (FA Chair), George Conklin NCCU (FA Vice Chair), Ralph Scott ECU (FA Secretary), Mary Adams WCU (Academic Freedom & Tenure Committee), Donald Lisnerski UNCA (Benefits & Welfare Committee), Duane Davis UNCA (Budget Committee), Bonnie Kelley UNCP (Faculty Development Committee), Jeff Passe UNCC (Governance Committee), Jose D'Arruda UNCP (Technology Committee), Dan Nolan UNCW (Planning & Programs)
3. Standing Committee reports, action on motions:

Academic Freedom & Tenure Committee:

Resolution # 13 "Endorse report of Committee on Non-Tenure-Track Faculty." Carried.

<http://www.uncwil.edu/facassembly/motions/2002Apr13.htm>

Resolution # 14 "Establish principles for RPT process"

<http://www.uncwil.edu/facassembly/motions/2002Apr14.htm>

Reappointment, promotion and tenure (RPT) faculty are those who will make decisions on more junior faculty. The term RTP faculty was not agreed upon and replaced with the expression "senior faculty". The senior faculty needs to be more involved in keeping junior faculty apprised of their RPT progress. There was concern about the information in a voting tally. At one campus the tally is never made available to the faculty member. Motion to accept resolution # 14 carried with editorial changes.

Budget Committee:

Budget information should be made public in a comprehensive format, and this was approved by the President. The committee requests that faculty members check with their respective libraries to see if this has been done, and report back.

There are three types of universities with regard to faculty input with budget decisions a) there is a process in place, b) there is a process, but it is not functioning, c) there is no process for input.

Resolution # 12 "A resolution urging the general assembly to fund enrolment increases as part of the continuation budget." Carried.

<http://www.uncwil.edu/facassembly/motions/2002Apr12.htm>

Faculty Development Committee:

There are no layoff procedures for permanently tenured faculty. There is a need for retention of faculty through mentoring, educational sessions and giving introductions. Possibly pictures of new faculty could be displayed around campus. There are no strict system-wide limits on substitutions. Policy is left up to individual campuses.

Governance Committee:

The laying off of faculty is a governance issue. Process details are given in the Code, section 605.

There needs to be checks on decisions made by local trustees.

Recommendations to chairs made by executive committee members should be made physically, not virtually.

Membership on the Board of Governor may be affected by anticipated legislative changes to the Board.

Remember, "The university is the faculty." This is Henry Ferrell's last faculty assembly meeting. "Given a walk through a dark alley I will take faculty every time!"

Planning & Programs Committee:

Thanks extended to Gretchen Bataille. Focus was given to the activities of various programs and how they are moved across campuses. There is concern about low productivity programs are examined. Programs reviews should have faculty involvement.

Technology Committee:

The Technology Conference held in Greensboro on April 11-13 was a success. There is faculty assembly support to hold another conference next year. There is a list of available software, however not all are free, although an institutional price has been negotiated in general. A list will be made available.

4. New business

Motion to recognize David Clayton WCU, Keith Howell UNCG for distinguished service. Carried.

Resolution honoring Henry Ferrell was moved. ECU's past contributions of faculty assembly leaders and parliamentarians over the last 30 years were acknowledged. Example of past member Robert Woodside was cited. Motion carried.

Respectfully submitted,
David W. Pravica