

FACULTY SENATE ANNOUNCEMENTS

October 7, 2003

- We would like to ask that all Senators do the following to **aid in reporting the minutes** correctly:
- a. To aid in identification, please stand when recognized to speak on issues.
 - b. To aid in clarification of motions, forms have been provided near each Senator. When making a motion or amendment, please fill out the form and forward it to the Chair of the Faculty.
2. The Interim Chancellor has **approved the following resolutions** from the September 16, 2003, Faculty Senate meeting:
- 03-37 Revisions to Parts I. and VI. and Appendices D., J., L., X., and Y of the *ECU Faculty Manual*.
- 03-38 Resolution requesting ECU faculty to support the implementation of a system that will eliminate the use of social security numbers as identifiers and that the faculty urge the University administration to use its best efforts to prevent unauthorized disclosure of social security numbers, even prior to the implementation of a new system, by avoiding the use of social security numbers whenever possible and by educating students, faculty, and staff regarding the security risks associated with social security numbers and the best practices for their safe use.
- 03-39 Revised College of Education, Health Sciences Library, and Department of Chemistry unit codes of operation.
3. The next **Board of Trustees'** meeting is scheduled for Friday, October 24, 2003. Copies of the meeting agenda will be available in the Faculty Senate office.
- The Committee on Committees is charged with filling two upcoming alternate vacancies on the **UNC Faculty Assembly**. Information will be distributed to all faculty via the faculty listserv. Nomination forms are due in the Faculty Senate office by Monday, November 3, 2003.
5. Candidate's portfolio of evaluative materials (teaching philosophy, nominating letter, list of courses taught, student and peer evaluations, and 3 letters of support from former students) for the **University Award for Outstanding Teaching and Robert L. Jones Award for Outstanding Teaching** should be submitted to the Ad Hoc Teaching Awards Committee via the Faculty Senate office, 140 Rawl Annex by Monday, December 1, 2003.
6. Candidate's portfolio of evaluative materials for the **Board of Governors Distinguished Professor for Teaching Awards** and the **Board of Governors Award for Excellence in Teaching** should be submitted to the Faculty Development Center, 122 Ragsdale by Monday, December 1, 2003.
7. Nominee's materials (departmental and unit review committee nominating letters, complete CV, and 3 letters from outside referees) for the **ECU Awards for Excellence in Research or Creative Activity** should be submitted to the Academic Awards Committee via the Faculty Senate office, 140 Rawl Annex by Monday, December 1, 2003.
8. February 26, 2004, is the last University Curriculum Committee meeting date for materials to appear in the **2004-2005 University Undergraduate Catalog** so curriculum materials must be submitted to the Committee by 5:00 on February 12, 2004.

9. There has been an **editorial revision** made to the *ECU Faculty Manual*, Part V. Section III.B. Curriculum Development to read as follows (addition noted in **bold print**):
"Steps to follow, **in order**, in seeking campus approval to plan or establish new programs, change a program's name, move programs, or discontinue programs:...."
10. **Speaking privileges** have been granted to Chuck Hawkins, Senior Associate Vice Chancellor for Administration and Finance, for today's meeting.
11. Jim Talton, Chair of the Board of Trustees, has announced that the following individuals have been named to the **Chancellor's Search Committee**:
 - Jim Talton, Chair, Board of Trustees
 - Stephen Showfety, Board of Trustees
 - David Brody, Board of Trustees
 - Margaret Ward, President of the Alumni Association and Board of Trustees
 - Rick Niswander, Chair of the Faculty and associate professor of accounting
 - Janice Daugherty, associate professor of family medicine
 - Martha Engelke, professor of nursing
 - Paul Gemperline, professor of chemistry
 - Ian Baer, student body president
 - Willie Lee, director of University Printing and Graphics
 - Billy Mills, president of the Pirate Club
 - Don Parrott, mayor of Greenville
12. *ECU Faculty Manual*, **Appendix F. Graduate School Organization** has been revised and can be viewed at the following web site: <http://www.ecu.edu/fsonline/FacultyManual2/AppendixF/AppF.htm>