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**EAST CAROLINA UNIVERSITY  
FACULTY SENATE  
FULL MINUTES OF MARCH 21, 2006**

The seventh regular meeting of the 2005-2006 Faculty Senate was held on Tuesday, March 21, 2006, in the Mendenhall Student Center Great Room.

Agenda Item I. Call to Order

Catherine Rigsby (Geology), Chair of the Faculty, called the meeting to order at 2:10 p.m.

Agenda Item II. Approval of Minutes

The minutes of [February 21, 2006](#), were approved as presented.

Agenda Item III. Special Order of the Day

A. Roll Call

Senators absent were: Professors Hodge (Education), Kim (Art), Chandler (Nutrition and Hospitality Management), Yalcin (Philosophy), and Funaro (Theatre and Dance).

Alternates present were: Professors Wolfe (Anthropology), Coghill (Health Sciences Library), Weismiller for Schenarts (Medicine), and Bunch for Eastman (Social Work).

B. Announcements

1. The Chancellor has approved the following resolutions from the February 21, 2006, Faculty Senate meeting:

06-06 Curriculum matters contained in the University Curriculum Committee minutes of the [January 26, 2006](#), Committee meeting.

06-07 Move all teaching and research award material submission deadlines to November 1 of each year.

06-08 Revised *ECU Faculty Manual*, [Part XII. Personnel Action Dossier](#).

06-09 New *ECU Faculty Manual*, [Part XIII. Promotion and Tenure Timeline](#).

2. By now you may have noticed that the Division of Student Life has placed large purple boxes, supplied with newspapers, in front of several academic buildings. These newspapers (The NY Times, USA Today, News and Observer, and The Daily Reflector) are free to ECU students to help encourage critical thinking and civic engagement. Faculty interested in incorporating these papers/resources (e.g., in-class paper drops, prepared case studies, case study contests, much more) into their curriculum for the next academic year are encouraged to contact Al Smith, Assistant Vice Chancellor for Student Development at 328-9304 or [smitha@mail.ecu.edu](mailto:smitha@mail.ecu.edu). Faculty who incorporate a newspaper(s) into their course in some way and cite the newspaper on their syllabus will receive a complimentary daily newspaper(s) for that semester. The Division's goal is to support the academic mission of the university by providing curricular and co-curricular resource(s) to faculty to support their curriculum goals. Please see the web links of the USA Today <http://www.usatoday.com/educate/homesplash.htm?POE=FOOTER> and The NY Times <http://www.nytimes.com/college/faculty/> (see right side of page for Faculty Resources) to view resources/applications.

3. Academic Committee Chairs are reminded that Committee Annual Reports are due in the Faculty Senate office by Monday, May 1, 2006.

Faculty members are reminded that April 1 Chancellor Ballard will call for candidates for the prestigious 2006/2007 Oliver Max Gardner award. A copy of the University's nomination procedures is available at:

<http://www.ecu.edu/cs-acad/fsonline/customcf/committee/aa/maxgardneraward.doc>



- A preliminary call for nominations for the *Board of Governors Award for Excellence in Teaching*, *Board of Governors Distinguished Professor for Teaching Award*, *Alumni Award for Outstanding Teaching*, and *University Award for Outstanding Teaching* will be distributed soon to all academic unit heads. Nomination materials will be due September 1 and portfolios due November 1. Information on the different award nominating procedures are available at <http://www.ecu.edu/cs-acad/fsonline/aa/academicawards.cfm>.
6. There will be a Faculty Officers' Candidate Forum on Tuesday, April 11, 2006, from 2:30 – 4:30 p.m. in the Mendenhall Student Center Great Room. All faculty are invited to attend and discuss issues of importance with the various faculty officer candidates.
7. The annual Teaching Awards Ceremony will not take place on Tuesday, April 26, 2005. Instead the award winners will be recognized at Spring commencement and Fall Faculty Convocation. Chancellor Ballard will announce the winners in early April.
8. There is no longer a curriculum submission deadline for inclusion in the official ECU catalog. Please direct any questions to members of the University Curriculum Committee at [cuc@mail.ecu.edu](mailto:cuc@mail.ecu.edu). Faculty are reminded that the official ECU catalog is the on-line catalog and available online at <http://www.ecu.edu/cs-acad/aa/SrchCatalog.cfm>.
9. The Chancellor will host a Faculty Senate reception in the Chancellor's residence on Tuesday, April 18, 2006, from 5:30 – 7:00 p.m. Formal invitations will be forthcoming to all Faculty Senators, Alternates, past Chairs of the Faculty, and their guests.

#### C. Chancellor's Report

Chancellor Ballard thanked the faculty for the best two days when President Eskine Bowles was here. One of the best discussions about our Distance Education program took place. Quality of the program is good and discussions were held on how it could be made better. It is the quality of the faculty, which leads to this success and this quality should be transferred to other institutions. Eskine Bowles said it was the best day of his Presidency. He thanked the faculty for this. The downside to this is he wants us to double or more our activity. He understands that DE provides important access to our students. He came with high expectations and these were exceeded.

The Chancellor noted the \$491,000 Johnson and Johnson grant to enhance our metabolic center. He again mentioned the quality of the faculty and how this truly makes ECU stand out in our status in the system. He expressed optimism with the idea of the 16 campuses being able to establish a common set of priorities. President Bowles wants this and is also optimistic that this can happen.

Chancellor Ballard addressed funding inequities across the 16 campuses. Why do some get twice the funding? We are not doing well on this list. We rank 13<sup>th</sup> out of 16 campuses. The campus with the second most complicated mission is at the bottom and this should be corrected. President Bowles is aware of this and will work to change it. This inequity forces a raise in tuition, which places a greater burden on the poorer students of which we have a higher number. It is a regressive system. We must work hard with the Board of Governors to correct this. Finally, he asked that we keep up the work on shared governance in our continued discussions today.

Sprague (Physics) asked for an update on the strategic planning process. The Chancellor replied even though the process can get like molasses, it has not stopped. After the Legislative session, a delay was necessary. The Executive Committee is working on six strategic directions that the Board will agree to. We had to slow down the campus-wide efforts until the Committee finishes this work; this slows done progress on the unit level. However, he strongly encouraged the units to continue their efforts. The process is ongoing.



Wilson (Sociology) addressed the prior ethical problems with sophomore survey – thanked the Chancellor and Michael Poteat. He was glad that the prior rules of the survey, in which a student could not register for classes if they did not fill out the survey, had been changed and he was thankful for this change. Taggart (Music) thanked the Chancellor for supporting free expression and academic freedom. There were no other questions for the Chancellor.

D. Catherine Rigsby, Chair of the Faculty

Chair Rigsby recognized and congratulated the Scholar Teacher Award winners. She reminded those faculty who had volunteered to write a report on a "Day in the Life of a Faculty Member" for President Erskine Bowles that she would be contacting them for that report very soon. She thanked the faculty for level and tone of debate at the last meeting and for Chancellor's remarks during last month's meeting as well. She asked that we continue that level of debate in our discussions today and recognized the Faculty Governance Committee for all their hard work.

E. Spring 2005 Graduation Roster

Willson (Medicine) moved the approval of the Spring 2006 Graduation Roster, including honors program graduates, subject to the completion of degree requirements. The graduation roster was approved as presented. **RESOLUTION #06-10**

F. Question Period

Faculty are encouraged to participate in the Question Period of the Faculty Senate meeting. This period allows faculty an opportunity to ask questions of administrators and others present relating to activities of the administration or Faculty Senate committees.

Winstead (Academic Library Services) stated that the parking behind Mendenhall during spring break was a problem. A number of student cars were towed and almost some disabled faculty cars. She asked that the parking restrictions be relaxed during spring break (when classes are not in session and the ECU transit buses are not running) and asked where the towing fees go. The Provost answered that we have a number of issues to discuss here and have an ongoing request for data. He will take on the responsibility of this with Kevin Seitz. He said her suggestions were good ones and he did not know where the towing fees went but would look into the whole issue. There were no other questions.

Agenda Item IV. Unfinished Business

Prior to discussion of the items from last month's meeting, Tovey (English) moved to suspend the discussion on unfinished business at 4:00 p.m. in order to consider other committee reports before returning to unfinished business. The motion was approved.

Faculty Governance Committee

Puri Martinez (Foreign Languages and Literatures), Chair of the Committee, began the important discussion of the day with a number of quotes she considered pertinent to the debate. They are as follows:

- Provost Jim Smith, draft of report of the Task Force on fixed-term appointments, February 2006: "The members of the Task Force on Fixed-term appointments are unanimously agreed that fundamental to the mission of a public university, indeed any institution of higher learning, is



the establishment and preservation of a significantly large number of tenured faculty as well as a vibrant and equitable tenure-track process that ensures that preservation”.

- Ohio University – Faculty Classification Initiative, March 2006: “Paramount to any academic environment is the issue of respect and equitable treatment of all faculty members. Regardless of faculty classification or their respective roles, each member should be treated with equal respect, their duties and responsibilities should be clearly outlined, they should have an opportunity to prosper, and they should be rewarded to hard work and excellence.”
- Recommendation 4. Report and Recommendations to the UNC Board of Governors of the Committee on Non-tenure track faculty, March 2002: “Each campus should develop a set of clearly defined position descriptions and titles for full and part-time non tenure-track positions.”
- University of Missouri – Recommended Best Practices for Non-tenure Track Faculty, Concept paper, March 2006: “Unlike tenured and tenure track faculty, whose performance is evaluated based on their contribution to research, teaching, and service, the performance of NTT faculty should be judged on the single responsibility of the non-tenure track appointment as well as related service and professional activities. However, NTT faculty should be expected to be engaged in professional development activities pertaining to the single responsibility defined by the category. There would be not prohibition for NTT faculty to be involved in multiple duties related to research, teaching or service. However, evaluation of NTT faculty performance should relate only to the primary purpose of their appointment and not be based on all three criteria. Only tenured and tenure track faculty should be evaluated on all three criteria.”
- AAUP Statement on Government of College and University, 1966: “The faculty has the primary responsibility for such fundamental areas as curriculum, subject matter and methods of instruction, research, and faculty status.”

Professor Martinez stated that much research went into the changes of the documentation discussed today. Language from the following faculty manuals was taken: University of North Carolina, Chapel Hill, North Carolina University, Boston University, University of Texas, Austin, and the University System of Maryland. Professor Martinez then presented first the proposed revisions to the *ECU Faculty Manual*, Appendix C. Personnel Policies and Procedures for the Faculty, Section I.D. Specific Criteria for Appointment.

Sprague (Physics) moved to strike the word ‘tenured’ in Section I.D.4. Emeritus status. Tovey (English) confirmed that the University currently uses emeritus status title for fixed term faculty members. The motion was approved.

Horst (Music) asked for clarification on how a fixed term faculty member can earn promotions and academic advancement. Martinez (Foreign Languages and Literatures) stated that we are looking at academic advancement. That is why we created the different titles. Much data was collected on this. The Provost stated that there is a connection between the task force and what happens here today.

Chairperson Rigbsy stated that this is a step-by-step process. We establish the titles here, then the requirements come next.



Brown (Psychology) asked if the Senate should be considering this appendix prior to receiving a report from the established Fixed Term Task Force. Martinez (Foreign Languages and Literatures). Yes, we should. This will set the ground work and establish roles and responsibilities of fixed term and tenure track

Sprague (Physics) stated that these titles already exist in the UNC Code. Martinez (Foreign Languages and Literatures) noted that the descriptions do exist and a great deal of research went into presenting these titles to the Senate. The description may vary across the UNC system but they do exist in the Faculty Manuals they looked at.

Culbertson (Allied Health Sciences) asked if this criteria would apply to new positions or those currently at ECU. Martinez noted that she would suggest to the Fixed Term Task Force that a grandfather clause be included to address this concern.

Horst (Music) stated that she supported the work of the Faculty Governance Committee but stressed the need for more tenure-track positions, not fixed term positions. Martinez stated that she chose a specific quote because of this issue. Fixed term faculty will not be prevented from doing research but will not be rated based on that. We need to decide the number of fixed term faculty in the future. Leadership states that this is the game. We must respect fixed term faculty by according them clear guidelines of responsibility. The ideal is all tenure track but this is not possible. Chair Rigsby stated that we must have fixed term but too many may weaken the structure of our University. Martinez stated that most of our peer institutions are dealing with this issue and she has given the research done on this to the task force.

Brown (Psychology) asked how the committee defined "visiting" in reference to the "visiting" titles found in Section I.D.3.d. Martinez acknowledged the concern in connection with his question. Some visiting professors are here for 10 or 20 years. However, the title is necessary. We need to research our staffing situations. The intention of the document is to be very specific. Chair Rigsby reminded the body that the UNC code specifically defines "visiting" faculty" and that the proposed wording is consistent with that definition.

Rose (Nursing) asked if we know if faculty within the UNC system are satisfied with these titles. Martinez does not know but in her research other institutions where they do not have these descriptions are moving towards descriptions like these. We picked our peers accordingly. Are they happy, she does not know, but each campus is trying to deal with this issue. Chapel Hill appears to be okay.

Willson (Medicine) stated that many fixed term faculty members in the School of Medicine are responsible for clinical service and give time for faculty research. They do not weaken. He noted that the body should be cautious when categorizing fixed term faculty members as taking away tenure track positions. He cautioned that the medical school works differently.

Gilliland (Medicine) stated that there are significant differences between Academic Affairs and Health Sciences. She stated that it is not surprising that we may need different approaches in the medical areas. We have different responsibilities and we need to meet and make those differences known. Clinical work does not allow for research but does allow them to teach. Nursing needs this and other areas need these distinctions in titles.



ovey (English) asked, in reference to Section I.D.3.b., when research might be "internally funded". Martinez stated that this is not usually funded internally and Vice Chancellor Megaeen agreed with this statement.

Given (Foreign Languages and Literatures) moved to insert "or has equivalent professional experience" after "terminal degree" in the descriptions of Teaching Assistant Professor, Research Assistant Professor, and Clinical Assistant Professor in Section I.D.3. Martinez stated that Bob Morrison has brought this issue forward. She is not saying not to do this, however, some Universities use other titles but all of them required a terminal degree. She feels this give those affected more job security.

Glascoff (Health and Human Performance) asked for a clarification in that could someone be a full Teaching, Research, or Clinical Professor without a terminal degree. Given responded yes.

Taggart (Music) also stated that accreditation associations also look at terminal degrees or equivalent experiences. This is so in music but maybe not in other areas. Justiniano stated that SACS may not be happy with this motion.

Estes (Health and Human Promotion) spoke against the motion stating that "professional equivalent" could cause problems and leaves an open gray area for interpretation. Brown (Education) spoke against the motion stating that SACS requires minimum requirements.

Following discussion, the motion to insert "or has equivalent professional experience" after "terminal degree" in Section I.D.3 failed.

Niswander (Business) moved to add "variable" to the second bulleted sentence in Section III. Evaluation so that the sentence would read "state the percentage of variable salary increment available to the unit to be recommended by the unit administrator for the faculty being evaluated". The motion passed.

Brown (Psychology) in Section I.D.3. Visiting Instructor; Visiting Assistant Professor; Visiting Associate Professor; Visiting Professor moved to add "an individual for more than 3 years" so that the sentence would read: "Use of the visiting title for an individual for more than 3 years is a misuse of this title." Wang (Geography) asked what is the consequences of more than 3 years, why not five and wanted clarification. Gilliland (Medicine) spoke against the motion. Why be pinned down to three years when you already have some who are here 20 years. Kirkland (English) asked if there would be a "grandfather clause" for this section too Martinez stated that the task force would need to consider if a grandfather clause would be beneficial to the faculty member.

Estes (Health and Human Performance) spoke in favor of the motion in hopes it would urge faculty to evaluate the person more equitably. Following discussion, the motion to add text to Section I.D.3. was approved as presented.

Taggart (Music) asked if the Fixed Term Task Force planned to work on the evaluation aspect of fixed term faculty members. Provost Smith stated that yes the task force is working on it and wait for that. Martinez agreed with the Provost. Gilliland (Medicine) stated that her department is also working on this.



Vice Chancellor Mageean asked for a clarification on "research instructor" as noted in the text. Justiano (Physics), member of the Faculty Governance Committee stated that research technician is the current title for these positions. Chair Rigsby noted that the use of the title provides a mechanism for hiring research faculty members to run and teach students to use specific labs/equipment.

Provost Smith asked if the first footnote of the document still applied. Chair Rigsby stated yes, since Appendix D relates to fixed term appointments. Glascoff (Health and Human Performance) moved to add "other" to have the footnote read: "For other policies and procedures dealing with persons on fixed term appointment, ECU Faculty Manual Appendix D."

McMillen (Medicine) offered a substitute motion to delete the footnote all together. The motion failed. Abrahamson (Technology and Computer Science) asked if "see" could be added after "appointment". There was no objection. Glascoff offered a substitute motion to include "faculty appointments" to have the footnote read: "For other policies and procedures dealing with faculty appointments see *ECU Faculty Manual*, Appendix D." The motion was approved.

Horst (Music) questioned section 4, Professional Advancement, and asked whether fixed term promotion would be available. Martinez stated yes, but that the specific mechanisms for such promotion would have to wait until after the task force report.

Following discussion, Kirkland (English) moved approval of the revisions to Appendix C. There was no objection and [Appendix C](#) of the *ECU Faculty Manual* was approved as revised. **RESOLUTION #06-11**

#### Agenda Item V. Report of Committees

##### A. University Curriculum Committee

Cheryl Estes (Health and Human Performance), Secretary of the Committee, presented the curriculum matters contained in the [February 9, 2006](#), and [February 23, 2006](#), University Curriculum Committee minutes. There was no discussion and the curriculum matters were approved as presented. **RESOLUTION #06-12**

##### B. Calendar Committee

Mary Farwell (Biology), Vice Chair of the Committee, first presented the proposed 2007-2008 University Calendar. Given (Foreign Languages and Literatures) asked if there were any State holidays that the University calendar did not recognize. Farwell noted that there are no classes on Memorial Day, however the University is open and employees are required to work. Following a brief discussion, the [2007-2008 University Calendar](#) was approved as presented. **RESOLUTION #06-13**

Professor Farwell then presented a proposed policy for making up missed class days. There was no discussion, and the proposed policy was approved as presented. **RESOLUTION #06-14**

##### C. Educational Policies and Planning Committee

Dale Knickerbocker (Foreign Languages and Literatures) presented for information only the committee's approval of three requests: 1) Request from the Department of Construction Management of a Notification to Establish a Masters degree in Construction Management (MCM), 2) Request from the Department of Health Education of a Notification of Intent to Plan a Master of Science in Athletic Training, and 3) Request from the Department of Technology Systems of a



Notification of Intent to Plan a Master of Science in Information and Computer Technology. There were no questions concerning this report.

D. Faculty Governance Committee

Puri Martinez (Foreign Languages and Literatures), Chair of the Committee presented the proposed revisions to the *ECU Faculty Manual*, Part VII. [Section II. Patent Procedures](#). Following a brief discussion, the proposed new text for patent procedures was approved as presented. **RESOLUTION #06-15**

E. Unit Code Screening Committee

Christine Zoller (Art and Design), a member of the Committee, presented the revised [College of Business Unit Code of Operation](#) and revised [School of Art and Design Unit Code of Operation](#). There was no discussion and the revised unit codes were approved as presented. **RESOLUTION #06-16**

Following the completion of Report of Committees, the Faculty Senate continued consideration of Unfinished Business.

Agenda Item IV. Unfinished Business

Faculty Governance Committee

Puri Martinez (Foreign Languages and Literatures), Chair of the Committee, presented the proposed revisions to the *ECU Faculty Manual*, Appendix D. Tenure and Promotion Policies and Procedures. She stated that what started out as a one-page document has grown through the years. It has been 12 years since it was last reviewed. Many issues have come up and they have tried to solve them. Let us continue with the discussion.

Taggart (Music) moved to restrict discussion of Appendix D to the proposed revisions only. The motion was approved.

Chairperson Rigsby suggested that the document be reviewed section by section with a final vote to approve the entire document, as amended, at the end of all discussion. This was agreed to and the Chairperson facilitated the discussion by addressing each section open to debate.

Given (Foreign Languages and Literatures) asked if Section II.B.2. would apply to multiple term contracts. Martinez responded yes this is required of all faculty.

McMillen (Medicine) asked about section 2 B: can they be promoted early (line 290)? Martinez stated yes. Justiniano stated an early promotion would not necessarily change the original contract terms.

Culbertson (Allied Health Sciences) asked if portfolios sent up annually as noted in Section II.C. Martinez stated the key is the contract renewal. The terms of the contract apply although all faculty are evaluated yearly.

Brown (Psychology) asked if some faculty members receive leave over the summer when not actually being paid. Anderson (Education) stated that those circumstances are covered if faculty ask for it. Vice Chancellor Mageean asked what is covered by "personal" circumstances; stating that is a lab



was not up and running would this be characterized as "personal" circumstances. Anderson responded that a faculty member with the personnel committee and unit administrator would decide on these type of issues on a one-on-one basis and that this document was written to address those concerns.

Given (Foreign Languages and Literatures) asked what is the origin of the 15 weeks and should it be reduced to 12. Rigsby explained that the 15 weeks from the new Serious Illness and Disability Policy. Provost Smith stated that his office has been honoring this new leave policy.

Brown (Psychology) asked who determined administrative duties and was there not a University definition for "administrative duties". Martinez responded that permanently tenured faculty make that decisions and, no, there currently is no University-approved definition for "administrative duties". Chair Rigsby agreed with Martinez's statement, stating that some unit codes specify administrative duties, but there is no universitywide definition of those duties..

Wilson (Sociology) asked if "related faculty" include those dating and not married. Martinez and Rigsby responded that a definition for "related faculty" does not belong in this document, is included elsewhere in the faculty manual, and any changes to that definition must be handled in the part of the Faculty Manual where related persons is defined.

McMillen (Medicine) asked in reference to Section IV.A. who becomes chair when there are no tenured faculty in the unit. Martinez stated that you must then go outside the unit.

Gilliland moved to approve the document up to this point. Parliamentarian Anderson stated that we did not agree to do that but agreed to approve the whole document when the discussions were completed.

Winstead (Academic Library Services) moved to have Section IV.A.1.c.10 to read: "The personnel committee may elect a search committee as prescribed by the unit's code to fulfill the responsibilities of soliciting and screening applicants and recommending to the unit's Personnel Committee candidates for initial appointments. Search committees should consist of a majority of voting faculty."

Wilson (Sociology) noted that this amendment would allow for fixed term faculty to be involved if unit codes allow it. Glascoff (Nursing) spoke against the motion saying that it would create conflict. Winstead stated that they have many non-voting members in her area. Martinez stated that we should maintain the wording. It is essential that in selecting search committees that we say candidates from any unit allowing for multi-area search committees. Keep the wording the same. Wilson stated this is okay if the unit code allows for members from other areas.

Given (Foreign Languages and Literatures) noted that most unit codes did not include multidisciplinary involvement and offered a substitute motion to Section IV.A.1.c.10. to read: "The personnel committee may elect a search committee of voting faculty to fulfill the responsibilities of soliciting and screening applicants and recommending to the unit's Personnel Committee candidates for initial appointments. Membership in the search committee shall be open to any person (with the exception of the unit administrator) whose assistance, in the opinion of a majority of the Personnel Committee, is required for the search committee to fulfill its responsibilities." Robinson (Math) spoke against the motion and noted that the substitute motion left the membership vague and too open.



Glascoff (Health and Human Performance) spoke against the motion stating that any change to fixed term faculty serving on search committees should be deferred until the Fixed Term Task Force presents a report. We would have a full opportunity to make changes at the time. We can do it with good sense then. The Provost stated that there should be a draft by April.

Kirkland (English) spoke against the motion stating a concern with looking for a full professor and having a search committee composed of everyone but full professors.

Winstead (Academic Library Services) stated that the original motion would allow over 100 SPA employees in Joyner Library to serve on search committees. Brown (Psychology) asked for clarification from Winstead about allowing non-voting faculty on search committees. Martinez stated that a University guideline in selecting search committee is needed. Chairperson Rigsby mentioned that the Best Practices Document states that anyone who would reasonably have input in a hiring decision would also have access to the vita of that person, whether or not they are on the search committee.

Robinson (Mathematics) spoke against the motion and stated that the composition of a search committee is a delicate thing. Rose (Nursing) speaks for the amendment, which allows for more openness in selecting informed members. Martinez states that if the position is clinical, clinical people should be on the committee. There are a great deal of situations where the composition of the committee needs to be decided. We do not want to be too restrictive nor do we want to be too open. Blanket open is not an appropriate solution to the problem. Rose (Nursing) stated that if we do not agree on this subject what is the mechanism for going forward?

Chair Rigsby noted a recent change in the availability of vitas. University Attorney Wetherington clarified the University's position on who was allowed to view a prospective person's vitae. Rose (Nursing) stated that her unit had many fixed term faculty members and that they should be involved when addressing certain faculty position vacancies. Martinez (Foreign Languages and Literatures) noted that until we have a fuller picture of the fixed term faculty situation it was hard to write a policy to address all concerns.

Glascoff (Health and Human Performance) asked if a formal process could be drafted in unit codes to allow for advisory committees to include fixed term faculty and/or SPA employees. Given (Foreign Languages and Literatures) noted that his motion would allow for those in the unit to decide who, among the faculty, have the specific expertise to serve on the search committee. Coghill (Health Sciences Library) called the question. The vote to call the question was approved.

The substitute motion to Section IV.A.1.c.10. to read: "The personnel committee may elect a search committee of voting faculty to fulfill the responsibilities of soliciting and screening applicants and recommending to the unit's Personnel Committee candidates for initial appointments. Membership in the search committee shall be open to any person (with the exception of the unit administrator) whose assistance, in the opinion of a majority of the Personnel Committee, is required for the search committee to fulfill its responsibilities." failed.

Gilliland (Medicine) moved for adjournment.

The meeting adjourned at 5:25 p.m.



Please note:

The meeting on Tuesday, March 28, 2006, will begin with discussion on the original proposed amendment (proposed by Professor Winstead) as follows:

“Section IV.A.1.c.10 to read: “The personnel committee may elect a search committee as prescribed by the unit’s code to fulfill the responsibilities of soliciting and screening applicants and recommending to the unit’s Personnel Committee candidates for initial appointments. Search committees should consist of a majority of voting faculty.”

Respectfully submitted,

*Christine Zoller*

Christine Zoller  
Secretary of the Faculty  
School of Art and Design

*Lori Lee*

Lori Lee  
Administrative Officer  
Faculty Senate



## FACULTY SENATE RESOLUTIONS APPROVED AT THE MARCH 21, 2006, MEETING

06-10 Spring 2006 Graduation Roster, including honors program graduates, subject to the completion of degree requirements.

**Disposition:** Chancellor, Board of Trustees

06-11 Revised *ECU Faculty Manual*, [Appendix C](#). Personnel Policies and Procedures for the Faculty of ECU

**Disposition:** Chancellor, Board of Trustees

06-12 Curriculum matters contained in the [February 9, 2006](#), and [February 23, 2006](#), University Curriculum Committee minutes.

**Disposition:** Chancellor

06-13 [2007-2008 University Calendar](#).

**Disposition:** Chancellor

06-14 Policy for making up missed class days as follows:

Partial missed days should not be made up. Entire missed days should be made up (in keeping with the 750 minutes per credit hour requirement set by the UNC General Administration)

Designated make-up days for Fall Semester

Make-up days should be used in the following order:

Reading Days at the end of the semester; Tuesday of Fall Break; Monday of Fall Break; Wednesday before Thanksgiving.

Designated make-up days for Spring Semester

Make-up days should be used in the following order:

Reading Days at the end of the semester; Good Friday.

If additional make-up days are needed, the Executive Council in conjunction with the Calendar Committee will decide how to make them up.

Suggestions on how to make up missed time

By meeting at the usual class time on the designated make-up days (avoid giving tests on these days) or by some activity relevant to the class (outside the usual class time, but not necessarily on the designated make-up days, as decided by the instructor following whatever procedures have been adopted by the unit).

**Disposition:** Chancellor

06-15 Revised *ECU Faculty Manual*, Part VII. [Section II. Patent Procedures](#).

**Disposition:** Chancellor, Board of Trustees

06-16 Revised [College of Business Unit Code of Operation](#) and revised [School of Art and Design Unit Code of Operation](#)

**Disposition:** Chancellor