

FACULTY SENATE ANNOUNCEMENTS

Organizational Meeting

April 24, 2007

1. 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. In an effort to keep faculty members informed of campus activities, **Board of Trustees'** meeting agendas and schedules are distributed electronically to all faculty. Faculty are welcome to attend these open meetings.

3. Faculty interested in periodically receiving issues of *The Chronicle of Higher Education* are asked to call the Faculty Senate office at 328-6537 and place their name on a list for distribution.

4. Faculty Senators are asked to please turn off (or put on silent) their **phones and beepers** during the meeting.

5. Faculty members are reminded that Chancellor Ballard will call for candidates for the prestigious **2007/2008 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.htm>

6. 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 in early May. Nomination materials will be due September 1 and portfolios due November 1. Information on the different award nominating procedures is available online at:
<http://www.ecu.edu/cs-acad/fsonline/aa/academicawards.cfm>.

7. 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. 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>.

8. Academic Committee Chairs are reminded that **Committee Annual Reports** are due in the Faculty Senate office by Tuesday, May 1, 2007.

9. Thanks to the following **Faculty Senate Alternates** who agreed to serve as tellers today:
 - Michele Eble, English
 - Megan Perry, Anthropology
 - John Lawrence, Academic Library Services
 - Donna Lillian, English