



Office of the Provost and Vice Chancellor for Academic and Student Affairs  
East Carolina University  
113 Spilman Building • Greenville, NC 27858-4353  
252-328-5419 office • 252-328-6005 fax

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**MEMORANDUM**

Office of the Provost and  
Vice Chancellor for Academic  
and Student Affairs  
113 Spilman Building

Associate Vice Chancellor for  
Academic Programs  
214 Whichard Building  
Phone: 328-5358

Assistant Vice Chancellor for  
Academic Programs  
Phone: 328-2956

Assistant Vice Chancellor for  
Faculty Excellence  
Phone: 328-1426

Assistant Vice Chancellor for  
Service Learning  
Phone: 328-5437

TO: Academic Deans

FROM: Linner W. Griffin  
Associate Vice Chancellor for Academic Programs

DATE: August 8, 2007

RE: University Curriculum Committee (UCC) Liaison

The purpose of this memorandum is to ask that you nominate a liaison from your college or school to the University Curriculum Committee (UCC) for the upcoming academic year.

UCC members repeatedly have stressed their desire to retain the liaison model; the Faculty Senate concurred with the voluntary use of faculty liaisons in each code unit during the last academic year. UCC members emphasize the liaison's role as a facilitator—one who works to see that proposals are properly prepared according to ECU curriculum development approved guidelines—and not as an additional approval step in the process. Members believe that it is essential that liaisons be faculty resources who are involved at the beginning of the curriculum process, so that they can maintain an overall sense of what is happening in their unit curriculum-wise, and, so that they can steer inexperienced faculty through the procedural steps.

Please provide me with the name of the faculty member who will represent your college or school as liaison for the 2007-2008 academic year by Tuesday, September 4, 2007. For your information, the UCC procedures call for the liaison to:

1. Review all materials approved by the unit curriculum committee.
2. Submit electronically all materials from the unit two weeks prior to the committee meeting.
3. Accompany the faculty member who develops/revises courses or programs to any UCC meeting at which proposals will be considered.
4. Obtain required signatures on the *Signature Form for Curricular Changes*.

A meeting of the liaisons and UCC officers will be held on Thursday, September 20, 2007, from 2:00-3:30 p.m. in Mendenhall Student Center, Room 221 to discuss procedures. A revised Manual for Undergraduate Curriculum and Program Development will be distributed and discussed at this time. The liaison that you identify will receive a separate invitation to attend this meeting.





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Service Learning  
Phone: 328-5437

TO: Academic Deans

FROM: Linner W. Griffin  
Associate Vice Chancellor for Academic Programs

DATE: August 10, 2007

RE: Graduate Curriculum Committee (GCC) Resource Persons

The purpose of this memorandum is to ask that you nominate a Resource Person from your college or school to work with your faculty and the Graduate Curriculum Committee (GCC) for the current academic year.

At its September 6, 2006, meeting, GCC members voted to use Resource Persons from each college or school to aid faculty in preparing course proposal forms and to modify or create new program materials. They want to emphasize the Resource Person's role as a facilitator --one who works to see that proposals are properly prepared according to ECU curriculum development approved guidelines. GCC members believe it is essential that Resource Persons be involved at the beginning of the curriculum process, so that they can maintain an overall sense of what is happening in their units curriculum-wise, and so that they can steer inexperienced faculty through the procedural steps.

Please provide me with the name of the graduate faculty member who will represent your college or school as a Graduate Curriculum Resource Person for the 2007-2008 academic year by Thursday, September 6, 2007. For your information, the GCC procedures call for the Resource Person to:

1. Review all materials approved by the unit graduate curriculum committee.
2. Serve faculty as a resource and repository of information, e.g., provide current Graduate Catalog copy for use by faculty who propose curriculum changes.
3. Submit electronically all materials from the unit two weeks prior to the GCC meeting.
4. Offer to accompany new faculty members who develop/revise courses or programs to any GCC meeting at which proposals will be considered.
5. Assist faculty in obtaining required signatures on the Signature Form for GCC Curriculum Changes.

A meeting of the Resource Persons and GCC officers will be held on Wednesday, September 19, 2007, from 3:30-5:00 p.m. in Room 2400, Joyner Library to discuss procedures. A Graduate Curriculum and Program Development Manual will be distributed and discussed at this time. GCC officers will meet with the Resource Persons to discuss any areas of concern or suggestions to improve the curriculum process.

The Resource Person, whom you identify, will receive a separate invitation to attend this meeting.



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Workshop Agenda

Thursday, September 6, 2007

Willis Building Auditorium

*Federal Relations: The Importance of Engagement with Washington*

**9:00 a.m.** Welcome - *Dr Deirdre M. Mageean, Vice Chancellor for Research & Graduate Studies*

Why it's important for the University to be engaged with Washington

**9:15 a.m.** University Federal Relations - *Deirdre Mageean*

- ECU Federal Relations with Strategic Marketing Innovations
- ECU interaction with UNC System Federal Relations

**9:30 a.m.** Identifying East Carolina University FY 09 priorities

- *Deirdre Mageean, Phil Rogers, Paul Gemperline*

- Policies
- Priority selection process with key upcoming deadlines

**10:00 a.m.** Federal Program Planning - *Glen Mandigo, SMI Inc*



- Federal budget process and windows of opportunity
- Agency marketing and relationship building
- Federal agency grant and contract awards (competitive and discretionary)

10:30 a.m. Break

10:45 a.m. Congressional Initiatives - *Mike DeYoung, SMI Inc*

- Elements of successful congressional initiative
- Development and submission of congressional initiative
- NC delegation overview
- Strategic Partnering

11:30 a.m. Questions and Next Steps

11:50 a.m. Summary and Closing Thoughts

*Afternoon Breakout Sessions* (Willis Bldg Conference Room)

1:30 p.m. Telemedicine Program Development

2:30 p.m. Energy Policy and Federal Energy Technology Programs

3:30 p.m. ECU TOPICS





Academic Library Services  
East Carolina University  
Joyner Library • Greenville, NC 27858-4353  
252-328-6514 office • 252-328-6892 fax

Office of the Director  
328-6514

Archives  
328-6679

Building Operations  
328-4156

Cataloging  
328-6692

Circulation/Reserve  
328-6518

Collection Development  
328-6692

Development  
328-5515

Government Documents  
328-0238

Interlibrary Services  
328-6068

Music Library  
328-6250

North Carolina Collection  
328-6601

Periodicals/Microforms  
328-6293

Preservation/Conservation  
328-6673

Reference  
328-6677

Special Collections  
328-6671

Systems  
328-4353

Teaching Resources Center  
328-6076

## MEMORANDUM

**TO:** Dr. Marilyn Sheerer, Interim Provost  
Dr. Mark Taggart, Faculty Chair

**FROM:** Maury York, Secretary, University Hearing Committee *Maury York*  
**SUBJECT:** Interpretation of passage in Appendix D  
**DATE:** August 27, 2007

On behalf of the members of the University Hearing Committee, I seek your assistance in clarifying two matters of urgent importance to the outcome of a hearing conducted last week by the committee. Both questions relate to Section II.C.3 of Appendix D of the East Carolina University *Faculty Manual*. For your convenience, I have included this section herein.

1. Is there a restriction as to when during the probationary term a request for extension of the probationary term must be submitted? (How late in the process may a request be submitted?)
2. If a personnel committee were to deny a request for extension of a faculty member's probationary term, would the process stop there, or would the request be considered also by the administrators listed in Section II.C.3? The section is unclear in this regard, and we are aware that Section IV of Appendix D and Section VIII.1.D of Part VI (General Personnel Policies) provide for administrative review of faculty personnel decisions.

Your ruling on these two questions will help us to make a decision concerning the complaint we are considering. Your timely response will be greatly appreciated by members of the committee.

Thank you.



### Appendix D.II.C.3

#### Extensions of the Probationary Term

Leaves from all employment obligations which are granted to probationary-term faculty may include extension of the length of the probationary term. (Leaves of absence normally should be for not more than two academic years or occur more often than once in three years). Extensions of the probationary term should be requested by the faculty member and shall be granted only in cases of severe personal exigency, such as illness, childbirth, child care, or other compelling personal circumstances, and shall be limited to a total of no more than two years. Probationary term faculty who have received paid leave of at least 15 weeks under the ECU Serious Illness and Disability Leave Policy shall receive an extension of the probationary term if requested. Extensions of the probationary term must be expressly stated in appointment or reappointment documents or added by a written memorandum of amendment by the unit administrator during the term of an appointment. The probationary term may be extended in increments of one or more academic years: one year for leaves of one or two semesters, two years for leaves of three or four semesters. All such extensions must be approved in writing by the faculty member, the unit Personnel Committee, the unit administrator, the dean, the appropriate vice chancellor, and the chancellor or the chancellor's designee. A probationary-term faculty member who assumes a full-time administrative position for one or more semesters may be granted extensions of the length of the probationary term in the same way.



Workshop Agenda

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Willis Building Auditorium

*Federal Relations: The Importance of Engagement with Washington*

- 9:00 a.m. Welcome – *Dr Deirdre M. Mageean, Vice Chancellor for Research & Graduate Studies*  
Why it's important for the University to be engaged with Washington
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- ECU Federal Relations with Strategic Marketing Innovations
  - ECU interaction with UNC System Federal Relations
- 9:30 a.m. Identifying East Carolina University FY 09 priorities  
– *Deirdre Mageean, Phil Rogers, Paul Gemperline*
- Policies
  - Priority selection process with key upcoming deadlines
- 10:00 a.m. Federal Program Planning – *Glen Mandigo, SMI Inc*
- Federal budget process and windows of opportunity
  - Agency marketing and relationship building
  - Federal agency grant and contract awards (competitive and discretionary)
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- Elements of successful congressional initiative
  - Development and submission of congressional initiative
  - NC delegation overview
  - Strategic Partnering
- 11:30 a.m. Questions and Next Steps
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- 2:30 p.m. Energy Policy and Federal Energy Technology Programs
- 3:30 p.m. ECU TOPICS



## UNC GA: Proposed FY 2009 Federal Agenda Timeline

June 20 to August 13, 2007	Develop draft memo, Policy & Programmatic Funding document, Lobbying reporting and federal contact policies.
July 9, 2007	Meet with Steven Hopper and Kathy Weil to review improvements to the Federal Relations Intranet.
August 13, 2007	Chancellor Memo outlining 2008 federal agenda process and lobbying/contact policies to EBB for approval
September 4, 2007	Chancellor meeting. Process memo distributed.
September 7, 2007	Federal Relations Council review of 2008 Federal Agenda process & lobbying policies/contacts
September 10, 2007	Federal Intranet opens for campus input on the 2008 federal policy, programmatic and agency rule change document.
September 18, 2007	Federal Relations Council meeting. Further discussion.
October 12, 2007	Policy, Programmatic Funding Section of FRC Intranet closes for campus input
November 16, 2007	Multi-Institutional Project section of FRC Intranet closes.
November 16 through December 7, 2007	Review draft Federal Agenda documents with the campuses.
December 7, 2007	GA release of proposed Federal Agenda to campuses
Week of December 17, 2007	Prepare and insert Federal Agenda for inclusion in BOG notebooks.
January 2008	Review and Approval of Federal Agenda by the BOG
February 26, 2008	BOG transmittal/trip to Washington to meet with the North Carolina Congressional Delegation.



**Available Timeline for ECU Selection of Federal Priorities 2008**

September 22, 2006	VC Mageean sends announcement requesting proposals
September 22, 2006	VC Mageean sends invitation to committee members and meeting dates set
<b><u>October 6, 2006</u></b>	<b><u>Proposals due</u></b>
October 9, 2006	Robin Johnson will disseminate all proposals to all committee members, who begin their review
October 12 & 16, 2006 (pending)	Date(s) available for Committee's meeting(s); selects proposals for further consideration
October 18, 2006 (morning)	Date available for Committee to meet to make final selection of Policy, Programmatic Funding, and Agency recommendations to Chancellor and Executive Council for BoG's priorities
October 18, 2006	Committee submits recommendations for BoG priorities to Executive Council and Chancellor for their review and approval
<b><u>October 20, 2006</u></b>	<b><u>Chancellor submits to UNC GA approved recommendations for consideration as BoG Priorities; priorities submitted to UNC GA Washington Office by close of business (?)</u></b>
<b><u>October 30, 2006</u></b>	<b><u>Chancellors discuss Policy, Programmatic, and Agency Priorities (during regular Admin. Council meeting – videoconference)</u></b>
Oct – Nov (TBA)	Committee may need to meet again to review multi-institutional proposals
<b><u>November 20, 2006</u></b>	<b><u>Chancellor submits to UNC GA ECU's multi-institutional project proposals</u></b>
<b><u>December 15, 2006</u></b>	<b><u>UNC GA releases Draft Federal Agenda for campus review</u></b>



**Available Timeline for ECU Selection of Federal Priorities 2008**

	Date(s) available for oral presentations by PIs submitting proposals eligible as ECU campus priorities
	Committee submits recommendations for ECU campus priorities to Chancellor
	Chancellor reviews Committee recommendations for selection as ECU campus priorities
	Chancellor selects ECU campus priorities; Committee's work is complete
<b><u>January 13, 2007</u></b>	<b><u>BoG reviews and approves FY 2008 Federal Agenda</u></b>
<b><u>February 2, 2007</u></b>	<b><u>ECU Campus project priorities submitted to Senator Burr via FRC Intranet</u></b>
	ECU Federal Relations Office works with PIs of selected priorities and appropriate ECU officials to prepare strategy, presentations, information package, and other information and materials to present to Congress and/or appropriate federal agencies
<b><u>February 15, 2007</u></b>	Chancellor Ballard finalizes campus priorities
<b><u>February 26, 2007</u></b>	<b><u>Chancellors review and approve "Burr" list (Administrative Council meeting)</u></b>
<b><u>February 28 – March 1, 2007</u></b>	<b><u>Formal presentation of BoG FY 2008 Federal Agenda to NC Congressional Delegation in Washington, D.C.</u></b>
<b><u>March 1, 2007</u></b>	<b><u>UNC GA submits the "Burr" list to Senator Burr's office</u></b>  <b><u>Project Forms due to Congressional Offices.</u></b>



# East Carolina University

## Federal and State Priorities Proposal Form

### East Carolina University Policy:

#### **Faculty, Staff and Administrators' interactions with State and Federal Elected Officials pertaining to requests for state and/or federal discretionary funding**

*The purpose of this policy is to provide a means by which ECU state and federal requests can be carefully coordinated while focusing on the campus' highest priorities, as selected by the Chancellor in consultation with the Executive Council. Additionally, this policy is intended to provide a tracking system to ensure compliance with UNC and state legislative practices and federal lobbying regulations.*

All projects and proposals (those initiated within the University or those external proposals working with or seeking to partner with University departments or personnel) seeking either North Carolina General Assembly or Congressional support shall be subject to the priorities selection process established by East Carolina University.

1. No proposal will be accepted as a University, state or federal priority unless competitive or peer-reviewed mandatory or discretionary state or federal funding is determined to be unavailable.
2. Prior to soliciting support of members of the North Carolina General Assembly or members of Congress or their staff for any specific project or proposal in which ECU is a participant, faculty, staff, or administrators **must** disclose, in writing, the nature of the intended request to the Chancellor's Office.
3. Once approval is secured and priority status of a project or proposal has been determined, coordination of efforts will be routed through the appropriate officers of the university whose responsibilities are to coordinate, track and communicate these issues on behalf of the University.

### Proposal Submission

All proposals will be submitted to the 11-member University Priorities Selection Committee (UPS). Each submitted proposal must have the approval of the appropriate department chair or director, academic dean and vice chancellor to be considered by the UPS Committee. Below is a brief description of the process for review and recommendation of priorities to the Chancellor by the committee:

- ◆ The UPS Committee will establish criteria for review and selection of proposals based on East Carolina University's strategic plan
- ◆ The committee will review each submission and invite oral presentations from a select number
- ◆ Based on the written proposal; information provided during the oral presentation; and other factors pertaining to the political and funding support likely to be secured by each project; the committee will make ranked recommendations to the Chancellor and the Executive Council
- ◆ Final selection of priorities rests solely with the Chancellor

### Timetable

- ◆ October 6 Proposals due to University Priorities Selection Committee
- ◆ October 12 Committee completes initial review and issues invitations for oral presentations
- ◆ October 16 Oral presentations completed, UPS Committee reviews and selects proposals
- ◆ October 18 UPS Committee recommendations submitted to Executive Council
- ◆ October 20 Selected priorities submitted to UNC General Administration







6. How much money do you anticipate needing to successfully complete this proposal? Over what period of time?

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7. Have you developed a detailed budget for this proposal? If yes, please attach it.\

8. Have you received any funding for this proposal in the past? Please tell us when funding was received, the amount and the source (s).

9. Please describe how your proposal fits into one or more of the following UNC System strategic categories:

a. Student Success: Access, Retention, Graduation, and Affordability

b. An Outstanding Faculty

c. More and Better Teachers; Improved K-12 Schools

d. Research

e. Quality Academic Programs and Support Services

f. Regional and Statewide Economic Development

g. Adequate Facilities

h. Health Care

i. Information Technology

j. Internationalization



**k. Partnership with Community Colleges**

**l. Private Fundraising**

- 
- 10. Describe the specific field/discipline to which your proposal applies and why it is important to do the work proposed.**
- 11. Please name any existing or potential partners – among UNC campuses, other universities or academic institutions, governmental agencies, or private sector organizations. Describe the partnership.**
- 12. Please describe any contact you have had regarding this proposal with any federal or state elected official, federal or state agencies, private foundations, or corporations. Please provide the name and title of those contacted, the approximate dates of contact, and a brief summary of the outcome of each such contact.**
- 13. If successful, does this proposal have the potential for new or increased external support or sponsored research? How else might this proposal benefit East Carolina University? Please describe the potential benefits.**



14. How soon will your proposal be completed and ready for presentation to appropriate parties? Please check the appropriate answer.

Immediately       Within 14 days       Within 21 days  
 Within 30 days       Within 2-3 months       6 months or more

15. Have there been any previous efforts to accomplish the goals identified in your proposal? Please describe.

\_\_\_\_\_

*Please obtain the following signatures to indicate approval to submit this proposal to the Priority Selection Committee for consideration:*

\_\_\_\_\_  
Department Chair/Head

\_\_\_\_\_  
Dean/Director

\_\_\_\_\_  
Vice Chancellor

The deadline to return this completed form, along with any attachments, is the close of business on

**Friday, October 6, 2006**

All completed forms may be sent by email, fax or campus mail to:

Robin Johnson  
Policy Analyst  
Spilman Bldg 102  
East Carolina University  
Greenville, NC 27858  
252-328-2582 (campus)  
252-328-0372 (fax)  
[johnsonrob@ecu.edu](mailto:johnsonrob@ecu.edu)



Proposals received after that time may not receive full consideration.

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**Lee, Lori**

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**From:** Lee, Lori  
**Sent:** Wednesday, August 15, 2007 3:18 PM  
**To:** Mullen, Jim  
**Cc:** Taggart, Mark Alan; Glascoff, Mary A; Walker, Marianna; Knickerbocker, Dale  
**Subject:** EPA Personnel Committee

Thanks, Jim. If Mark is unable to attend, he would probably consider asking one of his Faculty Officers to serve in his place. So I do not think that the "faculty perspective" will be lost either way. I will let you know IF Mark's decides to appoint someone else once he meets with the Faculty Officers and the Parliamentarian next week. - Lori

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**From:** Mullen, Jim  
**Sent:** Wednesday, August 15, 2007 2:21 PM  
**To:** Lee, Lori  
**Cc:** Taggart, Mark Alan  
**Subject:** RE: August 20 meeting cancelled

Lori,

Thanks for letting me know that Mark won't be able to make the September 17<sup>th</sup> meeting.

It might be helpful for me to provide some background information about why the Chair of the Faculty is on this committee. Shortly after ECU was placed on probation for Management Flexibility by the then President Molly Broad, one of the oversight measures that was put into place in order to restore our Management Flexibility was the establishment of the EPA Personnel Policies Committee. Former Executive Vice Chancellor Richard Brown and Interim Chancellor Bill Shelton discussed the make up of this committee and Dr. Shelton made the initial appointments. Some appointees were asked to serve on the Committee because of their knowledge, experience and expertise in EPA personnel matters (Linda Ingalls, Ruth Ann Cook are two examples); others were appointed because of the position they hold (Chair of the Faculty is a prime example – the Chair of the Faculty at that time was Rick Niswander; after Rick's term as Chair expired, this slot on the committee rotated to Catherine Rigsby; when Catherine's term as Chair expired; it rotated to Mark); and yet others were asked to serve because of their administrative appointments (Taffye Clayton as EEO Officer; Kitty Wetherington as University Attorney, me as Assistant VC for EPA Administration). While well over 90% of the issues that come before this Committee deal with policies and issues affecting EPA non-faculty (including SAAO) employment, occasionally a policy must also address faculty. This is the primary reason that Mr. Brown and Dr. Shelton decided it was important for the Chair of the Faculty to be on this committee.

I understand that Mark has a full schedule and that it is often difficult to juggle so many meetings, and the Committee would certainly welcome whoever Mark wants to send as his proxy, but it is my hope (and I speak for the other members of the Committee as well) that Mark will continue to serve in this important role.

If you or Mark have any questions, please don't hesitate to let me know.

Jim

*Jim Mullen  
Assistant Vice Chancellor  
Human Resources & EPA Administration  
East Carolina University  
Phone: 252.328.9882  
Fax: 252.328.9918*

8/15/2007



[mullenj@ecu.edu](mailto:mullenj@ecu.edu)

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**From:** Lee, Lori  
**Sent:** Wednesday, August 15, 2007 11:50 AM  
**To:** Mullen, Jim  
**Cc:** Taggart, Mark Alan  
**Subject:** RE: August 20 meeting cancelled

Jim – At present, Mark Taggart can not attend the September 17 meeting. He may be appointing another faculty officer to serve in his place on this administrative committee. We will let you know once that decision is made. Thanks. - Lori

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**From:** Mullen, Jim  
**Sent:** Monday, August 13, 2007 10:05 AM  
**To:** Moye, Angela Riggins; Bonatz, Kristen; Toller, John; Summerlin, Karen; Ingalls, Linda Moore; Sutton, Lisa Warren; Taggart, Mark Alan; Cook, Ruth Ann; Clayton, Taffye  
**Cc:** Shook, Teresa; Lee, Lori; Reid, Sheniqua  
**Subject:** August 20 meeting cancelled

Due to EPA salary increase work and the tight deadlines for information to GA, the August 20<sup>th</sup> EPA Personnel Policy Committee meeting is cancelled (I know, we should have just declared a hiatus for the summer!). Our next meeting will be September 17<sup>th</sup> and hopefully we can get back on schedule at that time.

Thanks,

Jim

*Jim Mullen*  
*Assistant Vice Chancellor*  
*Human Resources & EPA Administration*  
*East Carolina University*  
*Phone: 252.328.9882*  
*Fax: 252.328.9918*  
[mullenj@ecu.edu](mailto:mullenj@ecu.edu)

8/15/2007



**Lee, Lori**

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**From:** Taggart, Mark Alan  
**Sent:** Friday, August 03, 2007 2:46 PM  
**To:** Faculty Officers  
**Subject:** SACS Faculty Credential Standards

Greetings:

I just left a meeting where I have learned that SACS is going to require more documentation of faculty teaching credentials for their next accreditation visit. These qualifications include documentation of degrees, experience, competence, effectiveness, and capacity.

Much of this documentation already appears in one form or another but additional information will be required. An example would be, perhaps, that SACS would require documentation on a professor who is teaching a course in an area that is not part of his or her terminal degree. What information could we provide to make this justification?

Our new Provost has asked me if there is a Faculty Senate Committee who can help in assisting the effort to determine a best practice procedure in collecting the information needed in this effort. I thought that Academic Standards would be the best fit.

Would you have any further suggestions?

Many thanks, and have a great weekend!

Mark

Mark Alan Taggart

Chair of the Faculty  
140 Rawl Annex  
252 328 6537

Professor of Music  
366 Fletcher Music Building  
252 328 4278



*Admin*  
*role*  
*no Faculty or officer representation searches -*

Lee, Lori

**From:** Daniels, Christy Hudson on behalf of Horns, Phyllis  
**Sent:** Wednesday, August 15, 2007 10:19 AM  
**To:** ECU Official  
**Subject:** BSOM Dean Search Committee Appointed

*2 F. Senate alternates*

I am pleased to announce that the search committee for the BSOM Dean has been appointed in accord with Appendix L and will begin its work shortly. It was not possible to accommodate all the persons who volunteered to serve on this committee so I apologize in advance for any disappointments in this regard. We certainly invite everyone's active participation by recommending possible candidates to the search committee and responding to interview opportunities once campus visits begin. Your feedback on candidates will be critical to the committees' work and to the final selection for this position. The Brody School of Medicine Dean Search Committee is composed of 19 committee members. 17 members are voting members and 2 are non-voting members. The Committee is as follows:

**Committee Chair:** Daniel Moore, MD, Physical Medicine & Rehabilitation (non-voting)

**Elected Members:**

- Lorrie Basnight, MD, Pediatrics
- Robert Carroll, PhD, Physiology
- Kenneth DeVille, PhD, JD, Medical Humanities
- Donald Fletcher, PhD, Anatomy & Cell Biology
- Suzanne Kraemer, MD, Internal Medicine
- Robert Lust, PhD, Physiology
- Kaye McGinty, MD, Psychiatric Medicine
- David Musick, PhD, Physical Medicine and Rehabilitation
- Kathleen Previll, MD, Pediatrics
- David Taylor, PhD, Pharmacology & Toxicology

*Mariana to keep officers informed of activities*


**Appointed Members:**

- David Brody, Board of Trustee & MFPP Steering Committee Chair
- Joel Butler, Board of Trustee
- Gloria Frelix, MD, Radiation Oncology
- Bruce Ferguson, MD, CV Surgery
- Glen Gilbert, PhD, Health & Human Performance (non-voting)
- Valerie Gilchrist, MD, Family Medicine
- Angela Mebane, MD, Family Medicine
- Mark Newell, MD, Surgery

*legal officers for faculty  
role of Parliament -*

Phyllis Horns  
Interim Vice Chancellor for Health Sciences  
& Interim Dean, The Brody School of Medicine





**Academic Program Development Roundtable**  
*POSTPONEMENT*

*Have an Idea for a New Degree Program?  
Not Sure Where to Begin?*

If you have an idea for a new academic degree program, but you aren't quite sure where to begin, join an informal discussion on

**Originally Scheduled for  
Friday, September 14th — Postponed Until  
Further Notice  
2:00 p.m.**

**Faculty Development Center  
1632 Old Cafeteria Complex.**

A brief overview of academic program development will be given, but the focus of this discussion will be on how you can develop your idea for a new program prior to beginning the formal campus process.

Come prepared to share your ideas, suggestions, and questions.

Register by e-mailing  
your name, college/school and department, and contact information  
to  
thompsonl@ecu.edu  
no later than Wednesday, September 12, 2007.

Contact: Sharon Bland  
Assistant Vice Chancellor for Academic Program Development  
blands@ecu.edu or 252-328-2344





## Office of the Chancellor

East Carolina University  
105 Spilman Building • Greenville, NC 27858-4353  
252-328-6212 office • 252-328-4155 fax  
www.ecu.edu

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### MEMORANDUM

TO: Lori Lee  
Faculty Senate

FROM: Steve Ballard  
Chancellor

DATE: August 14, 2007

SUBJECT: Representation on Academic Committees

*S. Ballard*

Listed below are my representatives who will serve on the various standing Academic Committees for 2007/08.

<u>Academic Committee</u>	<u>2007/08 Representative</u>
Academic Awards	Dot Muller
Academic Standards	Michael Brown
Admission and Retention Policies	Michele Myers
Calendar	Angela Anderson
Continuing and Career Education	Clayton Sessoms
Educational Policies & Planning	Austin Bunch
Faculty Governance	Deirdre Mageean
Faculty Information Technology Review	Jack Brinn
Faculty Welfare	John Toller
Libraries	Larry Boyer
Research/Creative Activity Grants	Carl Billingsley
Student Academic Appellate	Elizabeth Layman
Student Scholarships	Judi Bailey
Teaching Grants	Steve Culver
Unit Code Screening	Kristen Bonatz
University Athletics	Austin Bunch
University Budget	Joe Gaddis
University Curriculum	Ron Mitchelson
University Environment	Bill Koch