



Faculty Senate
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April 25, 2008

Chancellor Steve Ballard
East Carolina University
Spilman Building

Dear Dr. Ballard:

On April 22, 2008, the Faculty Senate adopted the following resolutions for your consideration. Details on the resolutions are attached.

- ✓ X 08-17 Resolution on the reporting of the UNC Tomorrow Report.
- ✓ 08-18 Report from Academic Awards Committee on UNC Tomorrow Report.
- ✓ ✓ 08-20 Proposal for faculty access to Student Opinion of Instruction Survey information on the Web.
- ✓ NO 08-21 Guidelines for Outcome Assessment of Foundations Courses.
- ✓ X 08-22 Resolution on Undergraduate Retention.
- ✓ 08-23 Report from Continuing and Career Education Committee on UNC Tomorrow Report.
- ✓ 08-24 Various requests for new concentrations, new programs, revisions to minors, titles, and establishing requests. ✓
- ✓ 08-25 Report from Educational Policies and Planning Committee on UNC Tomorrow Report.
- ✓ 08-26 Report from Faculty Governance Committee on UNC Tomorrow Report.
- ✓ 08-27 Revisions to *ECU Faculty Manual*, Part XII.B.2.a. and Part XII.B.3.a.
- ✓ 08-28 Revised School of Communication and School of Medicine Unit Codes of Operation and new Department of Hospitality Management Unit Code of Operation.
- ✓ 08-29 Revised Health Sciences Library Unit Code of Operation.

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- ✓ 08-30 Revised General Guidelines for Writing and Revising A Unit Code of Operation.
- ✓ 08-31 Report from University Budget Committee on UNC Tomorrow Report.
- ✓ 08-33 Curriculum matters contained in the minutes of the March 27, 2008 and April 10, 2008, committee meetings.
- ✓ 08-34 Report from the University Curriculum Committee on UNC Tomorrow Report.
- X 08-35 Report from the University Environment Committee on UNC Tomorrow Report.

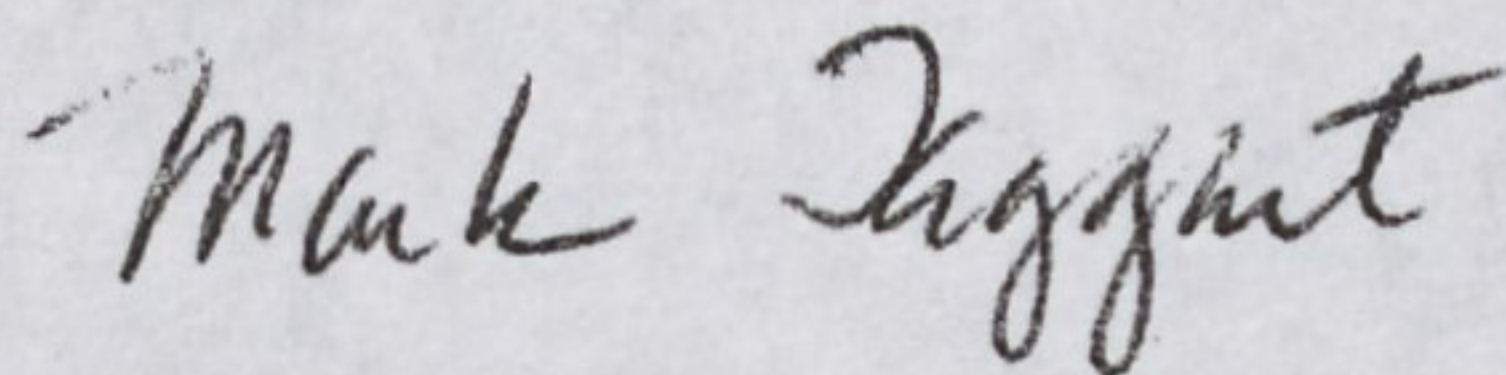
The Faculty Senate also acted on the following resolutions that do not require your approval.

08-19 Proposed revisions to Appendix C. Section III. referred back to the Academic Standards Committee and Faculty Governance Committee for further consideration.

08-32 Resolution on the reporting of the BD-119.

Thank you for your consideration of the above mentioned resolutions.

Sincerely,



Mark Taggart
Chair of the Faculty

Attachments

copy via email

Faculty Officers

Marilyn Sheerer, Interim Provost and Vice Chancellor for Academic and Student Affairs

Phyllis Horns, Interim Vice Chancellor for Health Sciences

Deirdre Mageean, Vice Chancellor for Research and Graduate Studies

FACULTY SENATE RESOLUTIONS APPROVED AT THE APRIL 22, 2008, MEETING

08-17 WHEREAS, faculty input has been widely recognized as necessary for the success of UNC Tomorrow.

THEREFORE BE IT RESOLVED, that ECU's Response to the UNC Tomorrow Report be provided to the Faculty Senate prior to May 1, 2008.

BE IT FURTHER RESOLVED, that the Chair of the Faculty solicit a reaction to the campus' response to the UNC Tomorrow Final Report from the faculty of the institution and submit it to Faculty Assembly by May 30, 2008.

BE IT FURTHER RESOLVED, that ECU's Response and Faculty Senate's response be posted on ECU's Faculty Senate website and the Faculty Assembly website.

BE IT FURTHER RESOLVED, that the UNC General Administration actively involve the UNC Faculty Assembly Executive Committee as it reviews and acts on these reports.

Disposition: Chair of the Faculty and Chancellor

08-18 Academic Awards Committee's response to the UNC Tomorrow Report, as follows:

As requested by the Chair of the Faculty, the Academic Awards Committee at our meeting on March 6, 2008, discussed the UNC Tomorrow Report and formulated this response to the areas of the report that were related to our charge.

Our discussion centered on recommendation 5.3:

"UNC should lead the campuses in a refinement and adjustment of the tenure, promotion, and incentive system to place greater value on faculty involvement and engagement in applied research and outreach that will enhance the state's competitiveness without decreasing support for teaching, basic research and scholarship."

Viewing our committee as part of the incentive system for faculty, we had a discussion of how the scholarship of teaching, learning, and engagement is evaluated in the existing awards.

The committee agreed that the creation of a new award(s) for scholarship of engagement (in the sense of applied research and teaching) should be pursued in order to give faculty incentive to be productive in this area. However, in order to preserve support for basic research and scholarship, the committee felt that existing criteria for research awards should remain as they are.

Disposition: Chancellor

08-19 Referred the proposed revisions to the *ECU Faculty Manual*, Appendix C. Section III. Evaluation in reference to the Student Opinion of Instruction Survey to the Academic Standards Committee and Faculty Governance Committee for further consideration.

Disposition: Academic Standards Committee and Faculty Governance Committee

08-20 Proposal for faculty access to Student Opinion of Instruction Survey information on the Web, as follows:

In an effort toward conservation and to facilitate reporting the results of the SOIS, IPRE would like to implement online access to SOIS data for faculty members. This would allow a more secure way of handling this sensitive information and provide easy access for faculty to review the results for all their courses in one location and ultimately across numerous semesters. Providing online access to the results would also allow for a quicker turn-around time thus enabling faculty to utilize the feedback in a more timely fashion.

The most important issue is safeguarding access to the results. For Fall 2008, the instructor reports (and comments) would be available for access online so that instructors can see their own results and comments. The supervisor would be enabled to access the instructor reports only (but not the comments). In the future summary reports would also be accessible online to the appropriate administrator with comparable security safeguards in place.

Disposition: Chancellor

08-21 Guidelines for Outcome Assessment of Foundations Courses (attachment 2).

Disposition: Chancellor

08-22 Resolution on Undergraduate Retention (attachment 3).

Disposition: Chancellor

08-23 Continuing and Career Education Committee's response to the UNC Tomorrow Report, as follows:

According to its charge, the Continuing and Career Education Committee addresses issues relating to 4.1 (Global readiness), 4.2 (Citizen access to higher education), and 4.3 (Improving public education) of the UNC Tomorrow document.

This statement specifically addresses the following points:

4.2.1 (Citizen access to higher education)

The Continuing and Career Education Committee takes pride in East Carolina University's standing as the largest provider of distance education in the UNC system. ECU is committed to continuing as the model for comprehensive Continuing and Career Education delivery. We will continue to maintain and expand online distance learning in Eastern North Carolina regions. ECU dedicates significant resources to outreach to the military community in NC. We must continue to advocate for firm legislative support for comprehensive broadband availability to all persons.

4.2.3 (UNC as a model for accommodating persons with disabilities)

East Carolina University has much to offer children and adults with disabilities in Eastern North Carolina. The University has policies and practices that ensure that websites, online programs, and content where appropriate are ADA compliant.

4.3 (Improving public education)

ECU's Office of Teacher Education has established the Walter and Daisy Carson Latham Clinical Schools Network. This is a partnership between East Carolina University and 31 public school systems in eastern North Carolina which provides access to quality clinical settings for teacher education as well as opportunities for professional development. ECU

continues to work through bureaucratic impediments to increase the effectiveness of collaborative programs and to develop additional partnerships.

Disposition: Chancellor

08-24 Request for a new Concentration Area in Theatre for Youth, School of Theatre and Dance, College of Fine Arts and Communication; Request for a Name Change of the Minor being offered, from "Management of Recreation and Facilities Services" (MRFS) to "Recreation and Park Management" (RPM), Department of Recreation and Leisure Studies, College of Health and Human Performance; Notification of an Intent to Plan a Master of Science in Sustainable Tourism, North Carolina Center for Sustainable Tourism, Division of Research and Graduate Studies; Request to add Graduate Certificate programs in Health Care Administration and Health Informatics within the Department of Health Services & Information Management's, College of Allied Health Sciences; Request to add new certificates in Global Understanding and Global Understanding with Distinction within International Studies', College of Arts and Sciences; Request to change the title of the Ph.D. in Bioenergetics to Bioenergetics and Exercise Science within the Department of Exercise and Sports Science, College of Health and Human Performance; Request to add a Graduate Certificate in Deaf-Blindness within the Department of Curriculum and Instruction, College of Education; Request to establish new M.A. concentrations in English Studies, Creative Writing, Linguistics, Literature, Multicultural and Transnational Literatures, Rhetoric and composition, Teaching English to Speakers of Other Languages [TESOL], and Technical and Professional Communication within the Department of English, College of Arts and Sciences; Request to establish new minors in Architectural Design Technology and Mechanical Design Technology within the Department of Technology Systems, College of Technology and Computer Science; Request to establish a minor in Recreational Therapy within the Department of Recreation and Leisure Studies, College of Health and Human Performance.

Disposition: Chancellor

08-25 Educational Policies and Planning Committee's response to the UNC Tomorrow Report, as follows:

The Educational Policies and Planning Committee (EPPC) considers relevant to our charge part 5.2 of the UNC Tomorrow Report, which states the need to "streamline the academic planning process", "eliminate unnecessary duplication", and create seamless UNC articulation or "integration" of course credit.

The EPPC believes that curriculum and program development is a faculty responsibility. Any system-wide changes to the planning process must reflect that principle. In addition, if programs are to be reviewed for elimination on grounds of productivity or duplication, the EPPC will need to draft formal guidelines on what criteria other than productivity statistics will be used to draft our recommendation to the chancellor on such matters. Furthermore, any articulation of course credit or degree requirements must be achieved through faculty committees, respecting each institution's mission and the strengths and goals of individual academic units.

Disposition: Chancellor

08-26 Faculty Governance Committee's response to the UNC Tomorrow Report, as follows:
We have determined the extent of our involvement in response to the *UNC Tomorrow Report* according to the timeline that we received when asked to write the present document. It should be noted that according to that timeline, Faculty Governance should be/have been involved in the following:

Phase I

- Preliminary Information for Development of a 10-Year Enrollment Plan—Due February 2008
- Final Draft on 10-Year Enrollment Plan—Due March 2008
- Report on Plans to Respond to Outreach and Engagement Recommendations—Due May 2008
- Report on Proposed Changes to Internal Policies and Processes—Due May 2008

Phase II

- Report on Faculty and Staff Recruitment and Retention—Due December 2008
- Report on Review of Tenure and Rewards Systems—Due December 2008

Impact on Faculty Governance Committee Charge

The *UNC Tomorrow Report* does not affect our charge. However, it will have an impact on the management of the committee's responsibilities and workload.

The tight timelines established for Phases I and II for responses to the report clearly indicate that there will be short reaction/action times. In order for Faculty Governance to respond adequately to the request from General Administration and our own campus, the following will be necessary:

1. Involvement of Faculty Governance in all the stages of the creation of the different reports. However, as indicated below, Faculty Governance has not been involved in any of the activities that ECU has conducted to regarding Stage I. If this is not resolved, then it will not be possible to fulfill step number 2.
2. Timely response from Faculty Governance in the drafting of policies. If Faculty Governance does not respond in a timely manner policies could be developed or implemented without Faculty Governance, or even without seeking Faculty Senate approval.

Faculty Governance Committee and Phase I

- 10-Year enrollment plan

While the Faculty Governance Committee, per se has not been involved in the Strategic Enrollment Management Task Force, the Chair of the Faculty and multiple other faculty members have been involved and are expected to provide the appropriate linkage and communication with the Faculty Governance Committee. As this Task Force proceeds, matters related to faculty workload; retention and recruitment of faculty; promotion and tenure; and balance of fixed term and tenure-track faculty will be of concern to the Faculty Governance Committee.

- UNC Tomorrow Report on Outreach and Engagement Recommendations
Vice Chancellor Mageean informed Faculty Governance of the need for our committee to work on this during the Fall of 2007. While this happened regarding the "Engaged University" Carnegie classification, the work will be the same. We need to study what changes, if any, may be necessary to Appendices C and D of the *ECU Faculty Manual* to assure that the outreach and engagement activities of faculty are appropriately rewarded in annual

evaluations, in advancement in title for fixed-term faculty, and in tenure and promotion of tenured and tenure-track faculty. ECU's Academic Council is aware that this is the top priority issue for Faculty Governance next academic year.

- Proposed changes to Internal Policies and Processes

We anticipate that the Faculty Governance Committee will be contacted very soon and will be involved in any aspects of this report. The Chair of the Faculty and multiple other faculty members have been involved and are expected to provide the appropriate linkage and communication with the Faculty Governance Committee. We are aware of the existence of a Task Force on University Policies and Procedures, but we have not been asked to cooperate with it. The future involvement of Faculty Governance in this issue was detailed in the February 18 Joint statement by Chancellor Ballard and Chair of the Faculty Taggart. Point 3.a. reads: "We share a commitment that faculty leaders, the Governance Committee, and top administrators will work together expeditiously to develop a University Policies and Procedures manual that will provide clear guidance on areas in which policies are needed to ensure that the ECU operates effectively and transparently." Point 3.b reads: "The Governance committee will participate in development of campus policies that are pertinent to faculty responsibilities." Our involvement was further reaffirmed in the Faculty Senate meeting of March 19, 2008 when Chair Taggart, with the consent of Chancellor Ballard, clarified that all policies pertinent to faculty responsibilities would go to Faculty Governance and then to Faculty Senate for approval. We expect that Chancellor Ballard (or his representative) will provide us with a timeline and a list of duties in the near future.

Faculty Governance Committee and Phase II

- Faculty and staff recruitment and retention

The Faculty Governance Committee will be involved in generating this report. Faculty Governance has already addressed the following areas:

Recruitment and Retention of Faculty

Faculty Governance has actively participated in the past in workshops and information sessions regarding recruitment and retention of faculty, and we will continue to do so. We, together with the Chief Diversity Officer, are in the early stages of planning a workshop(s) for hiring diverse faculty. While participation in these workshops is not part of our charge, we view it as essential in maintaining one of the basic tenets of shared governance: hiring of faculty is a faculty responsibility.

Joint Appointments

Potentially, revisions to the *ECU Faculty Manual* regarding joint appointments could have an impact on faculty recruitment and retention. Faculty Governance has been working on this since Spring of 2006. In Fall of 2007 we formed a sub-committee to study the matter. Due to our heavy agenda, the sub-committee has not been able to report This academic year, but joint appointments remain in our agenda for next academic year.

- Report on Review of Tenure and Reward Systems

Please see Outreach and Engagement Recommendations in Phase I regarding this issue and Faculty Governance. This semester we added to our agenda for the Fall 2008 revisions to the *ECU Faculty Manual* regarding post-tenure review.

Conclusion

The UNC Report will have no effect on our charge, but underlines the need to speed our work regarding the Tenure and Reward Systems, especially regarding Outreach and Engagement. The committee accepts this responsibility and looks forward to active participation.

Disposition: Chancellor

08-27 Revisions to *ECU Faculty Manual*, Part XII.B.2.a. and Part XII.B.3.a. to read as follows:

(addition noted in **bold** print, deletion noted in ~~strikethrough~~):

"The Personnel Action Dossier shall include the following items:

A.

B. Recommendations

1. For reappointment:

.....

2. For tenure:

a. **One cumulative evaluation in narrative form of the candidate's teaching, research, service, and any other relevant duties, prepared by the unit Tenure Committee. A draft of this cumulative evaluation, to be completed after the candidate turns in the PAD, should be available for discussion by the entire Tenure committee before the vote.**

~~A cumulative evaluation in narrative form of the candidate's teaching, research, service, and any other relevant duties, prepared by the unit Tenure Committee.~~

b. A cumulative evaluation in narrative form of the candidate's teaching, research, service, and any other relevant duties, prepared by the unit administrator.

c. Unit Tenure Committee's recommendation, signature of the chair of the unit Personnel Committee, and date

d. Unit administrator's recommendation, signature, and date

e. Dean's recommendation, signature, and date

f. Provost/Vice Chancellor's recommendation, signature, date

3. For promotion:

a. **One cumulative evaluation in narrative form of the candidate's teaching, research, service, and any other relevant duties, prepared by the unit Promotion Committee. A draft of this cumulative evaluation, to be completed after the candidate turns in the PAD, should be available for discussion by the entire Promotion committee before the vote.**

~~A cumulative evaluation in narrative form of the candidate's teaching, research, service, and any other relevant duties, prepared by the unit Promotion Committee.~~

b.

Disposition: Chancellor

08-28 Revised School of Communication and School of Medicine Unit Codes of Operation and new Department of Hospitality Management Unit Code of Operation (attachments 4, 5, 6).

Disposition: Chancellor

08-29 Revised Health Sciences Library Unit Code of Operation (attachment 7).

Disposition: Chancellor

08-30 Revised General Guidelines for Writing and Revising A Unit Code of Operation (attachment 8).

Disposition: Chancellor

08-31 University Budget Committee's response to the UNC Tomorrow Report, as follows:
WHEREAS, the Scholarship of Engagement is a key component of the University of North Carolina Tomorrow; and

WHEREAS, East Carolina University has always been historically engaged with its local, regional, state, a nation and international constituents.

THEREFORE BE IT RESOLVED, that the Faculty Senate request that the Chancellor and the Board of Trustees develop an adequate funding and reward model for the Scholarship of Engagement.

BE IT FURTHER RESOLVED, that the Faculty Senate encourages the Chancellor and the Board of Trustees to allocate an initial funding of \$300,000 annually for Seed Grants for Engagement (\$30K to 10 faculty).

BE IT FURTHER RESOLVED, that the Faculty Senate, in cooperation with the Chancellor and the Board of Trustees, develop a reward model for those who participate in the Scholarship of Engagement (with emphasis on tenure, promotion and merit as the primary reward mechanism).

BE IT FURTHER RESOLVED, that the Faculty Senate request the Chancellor and the Board of Trustees develop a better tracking model so that East Carolina University can showcase current and future examples of the Scholarship of Engagement.

Disposition: Chancellor, Board of Trustees

08-32 WHEREAS, the so-called "BD-119" has provided EPA employees of East Carolina University with important salary information; and

WHEREAS, this information is a public record; and

WHEREAS, this was made available in the past to EPA employees; and

WHEREAS, this information has not yet been provided on a stable platform for the academic year 2007-2008; and

WHEREAS, this information for 2007-2008 was made briefly available to some staff and not other the week of March 17th, 2008; and

WHEREAS, a key component of confidence in an administration is transparency of information.

THEREFORE BE IT RESOLVED, that the Faculty Senate, through its delegates to the University of North Carolina Faculty Assembly, urge the President of the University of North Carolina to request the Chancellors of the 17 constituent institutions of the University of North Carolina make available to their EPA employees the salary information that was formerly released in the so-called "BD-119" in a timely and transparent manner. It is requested that the President should also note that such timely and transparent release is a key component of confidence in the administration.

Disposition: ECU Faculty Assembly Delegation

08-33 Curriculum matters contained in the minutes of the March 27, 2008 and April 10, 2008, committee meetings.

Disposition: Chancellor

08-34 University Curriculum Committee's response to the UNC Tomorrow Report, as follows:

There are a number of items in the UNC Tomorrow Report which relate to the structure and development of curricula in the programs of East Carolina University, in accord with the stated objectives of the *UNC Tomorrow* program.

Our review of the items designated as curriculum committee matters finds them worthy of the efforts of our faculties and administration, including the University Curriculum Committee as colleagues and agents of both, but finds that these items regard the structure and development of ECU curricula from a perspective rather different from those viewpoints from which we have been accustomed to considering curricular change.

The University Curriculum Committee of East Carolina University, as constituted and charged, has been accustomed to seeing proposed changes in ECU curricula originating from the 'bottom' up. That is, from faculty members by way of their departments, colleges or schools. Our oversight of, and input to, the process has been related to ensuring consistency and coherence of new curricular proposals with that of existing curricular structures and the representation thereof in University course catalogs. We seek to avoid unnecessary duplication, to reward collaborative interactions, to facilitate modernization with student futures foremost in mind, and to maximize the teaching and learning experience in our course offerings for both students and faculty. We ask faculty to frame requested changes in terms of motivation and anticipated outcome(s) so that we are in the best position to respond to and support their proposed curricular offerings.

A group might be created with the responsibility for catalyzing by suggestion and practical support the kinds of curricular changes suggested in the *UNC Tomorrow report*. However, it will remain the responsibility for faculties to know how best to advance the teaching of their respective disciplines, and to evaluate any related suggestions that might come from such a group. Those are the duties in performance of which we claim academic freedom.

We would consider it worthy and consistent with our best purposes to include in our considerations, i.e. to ask faculty to include in their justifications, some information about how their various proposals address these stated objectives of the *UNC Tomorrow Initiative* (when in their final form they may be elevated to the level of University policy).

In recent years, an important feature of the University Curriculum Committee's operations has been the establishment of our Liaison Program, whereby each academic unit has a Liaison trained to optimize proposals for curriculum changes and to facilitate their passage through the Committee. It occurs to us that, in support of these objectives, we could inculcate an appreciation for these long-term objectives in the training of the liaisons, and incorporate an opportunity for a statement of having considered those objectives in the justification requested of the faculty.

In addition, the UCC has been working alongside the GCC and the Office of Academic

Programs to provide regular curriculum development workshops for interested faculty. These workshops might also be a place where additional training and focus could be given to the *UNC Tomorrow Initiative*.

By working with the liaisons and continuing in the development of the workshops, the development of curriculum at ECU can continue in a "bottom up" manner while reinforcing the goals of the *UNC Tomorrow Initiative*.

Disposition: Chancellor

08-35 University Environment Committee's response to the UNC Tomorrow Report, as follows:
The University Environment Committee recommends that ECU pursue the following initiatives, which accord with the recommendations of the *UNC Tomorrow Report*, pp. 32-34, § 4.6 to 4.6.3 "Our Environment":

1. Approve and distribute to students, faculty, and staff the sustainability and conservation survey created by Dr. Shereif Sheta and Dr. Robert Chin.
2. Develop a website detailing sustainability practices and initiatives at ECU and feature this site prominently on the ECU homepage.
3. Create an Office of Campus Sustainability under the direction of Facilities Services and hire a full-time sustainability coordinator with administrative staff to publicize existing practices and coordinate new initiatives. This Office should perform the following:
 - promote energy and natural resource conservation, as well as energy efficiency projects
 - promote public awareness of conservation issues, along with campus conservation initiatives
 - serve as a liaison with the City of Greenville and other government agencies regarding conservation and the environment
 - help plan and design energy-efficient buildings and transportation links
 - promote recycling across campus
 - educate the university community about how to reduce energy and resource consumption
 - relay student staff and faculty suggestions to university departments that can implement changes
 - periodically report on conservation, energy efficiency improvement efforts, recycling efforts, and other sustainability efforts to the university and the public
 - maintain a sustainability website to educate the university community about sustainability
4. Establish a Sustainability Committee to focus on education and research. This committee should promote the inclusion of sustainability issues in the curriculum, as well as faculty research in areas related to sustainability. The committee should monitor efforts in both areas and report progress to the university.
5. Continue to replace old windows, doors, etc. and to insulate campus buildings to decrease campus energy consumption.
6. Construct all new buildings to at least LEED-silver standards.

7. Purchase more hybrid buses and hybrid or electric maintenance/parking vehicles.
8. Work with Greenville Utilities to install wind and solar power generation on campus in order to supply the relatively small amounts of electricity needed to heat water and operate lights.
9. Preserve existing mature trees by designating a list of significant trees across the ECU Campus, thereby ensuring that they will not be removed or destroyed in future construction projects.
10. Encourage Aramark and ECU Dining Services to purchase local, Eastern North Carolina produce and meat in order to ensure the freshest food possible for students and to support the regional economy. Mandate this practice in the next food service contract.
11. Include plans for expansion of sidewalks, bike lanes, and greenways in the upcoming ECU Campus Master Plan. ECU planners should maintain contact with the City of Greenville to ensure that ECU Campus sidewalks and bike lanes conform to the 2004 Greenville Greenway Master Plan. Funding of such facilities should be negotiated in partnership with the City, so that costs can be shared.
12. Set up more recycling bins around campus to encourage recycling.
13. Explore the possibility of recycling water from sinks into toilets to conserve water, at least in new buildings that will be constructed.
14. Launch a campus-wide initiative to reduce use and waste of plastic bottles.

Disposition: Chancellor