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**Memorandum**

**To:** Professor Marianna Walker  
Chair of the Faculty

**From:** Steve Ballard  
Chancellor

**Date:** March 24, 2010

**Subject:** February Faculty Senate Resolutions

I hereby approve the following six resolutions which were adopted by the Faculty Senate on February 23, 2010:

Faculty Senate Resolution 10-06

✓ Proposed Revisions to the *Faculty Manual* Part V. Academic Information, Section III Curriculum Development passed by the Senate at its January 26, 2010 meeting be removed from the Chancellor's desk and returned to the Educational Policies and Planning Committee for revision.

In the review by the Educational Policies and Planning Committee, Academic Council recommends, and I concur, that the committee consider the following:

1. In Part V. Section III, revise the second sentence to read as follows, "Development of new academic degree programs and certificates is governed by the policies and procedures of the General Administration (GA)." The provisions referenced in Administrative Memorandum 406 and 407 have been superseded by UNC Policy 400.1 Academic Programs effective May 2009.
2. In Part V. Section III.C. Program Development Approval Process, add the appropriate Vice Chancellor to "2. New Minors, Certificates, Concentrations; Degree Title Changes; Teacher Licensure Areas; and Discontinuing Degree Programs" and to "3. Moving Degree Programs" prior to the Educational Policies and Planning Committee. Both provisions noted above have budget implications for deans and vice chancellors.
3. In Part V. Section III.C.2 New Minors, Certificates, Concentrations; Degree Title Changes; Teacher Licensure Areas; and Discontinuing Degree Programs, please consider adding the following statement for clarification, "The Chancellor or his designee may establish deadlines by which each person and/or committee listed must report its concurrence (approval) or non-concurrence with the proposed action. Failure to report by the established deadline shall be



considered an abstention and the proposed action shall progress to the next level for consideration.”

4. The proposed revision to Part V.III.C.1 (Step III, Request for Authorization to Establish), requires an “External review (master’s and doctoral programs only)” after the approval of the “University Curriculum Committee or Graduate Curriculum Committee as appropriate for degree level”. Currently, external reviews for master’s and doctoral programs are considered by the Graduate Curriculum Committee. The Academic Council suggests a reordering of these items.

- ✓ Faculty Senate Resolution 10-10  
Information in the current manual (Part V. Academic Information, Section I. Academic Procedures and Policies, Subsection D. Class Roll Verification) be retained with no revision at this time
- ✓ Faculty Senate Resolution 10-12  
Request to change the title of School of Dentistry to School of Dental Medicine
- ✓ Faculty Senate Resolution 10-13  
Request to change the name of degree offered by the Dental School from Doctor of Dental Surgery to Doctor of Dental Medicine
- ✓ Faculty Senate Resolution 10-14  
Proposed revisions to *ECU Faculty Manual*, Part V. Academic Information, Section I. Academic Procedures and Policies
- ✓ Faculty Senate Resolution 10-16  
Proposed revisions to the *ECU Faculty Manual*, Part VI. General Personnel Policies, Section III. Institutional Services Available to Faculty

I will hereby hold the following two resolutions pending revisions by the Faculty Senate:

- ✓ Faculty Senate Resolution 10-08  
Proposed revisions to the *ECU Faculty Manual*, Part V. Academic Information, Section I. Academic Procedures and Policies were approved as amended with suggested modifications to subsections K. Office Hours and L. Ordering Textbooks and Collateral Material being returned to the Academic Standards Committee for further review and consideration

The Faculty Manual Steering Committee suggests a reordering of the paragraphs in the “Final Examinations” section; specifically the steering committee suggests switching the



order of the first two paragraphs. The steering committee also suggests a review of the language in the "Final Examinations" section to ensure it applies to on-campus and distance education populations. In order to ensure SACS compliance, Rita Reaves is available to serve as a resource for the Senate committee. The Academic Council and I concur with the formal advice submitted by the Faculty Manual Steering Committee.

Faculty Senate Resolution 10-15

Proposed revisions to the *ECU Faculty Manual*, Part V. Academic Information, Section II. Academic Facilities

The Faculty Manual Steering Committee suggests revisions to the safety related information, specifically the language concerning firefighting equipment and the evacuation plan. The steering committee also suggests the Senate committee contact Bill Koch regarding this revision. The Academic Council and I concur with the formal advice submitted by the Faculty Manual Steering Committee.

Also, please note that the Faculty Manual Steering Committee recommends all items approved for removal from the *ECU Faculty Manual* as part of the manual revision, be referred to the University Policy Committee for review. The steering committee further recommends that the University Policy Committee consider establishing a process for publishing the language removed from the current *Faculty Manual* as an interim document. The Academic Council supports, and I concur with, this recommendation.

Resolutions 10-07<sup>✓</sup>, 10-09<sup>✓</sup>, 10-11<sup>✓</sup>, 10-17<sup>✓</sup>, and 10-18<sup>✓</sup> are still undergoing review. I expect to act on those resolutions in the near future.

pc: Faculty Senate Officers  
Dr. Marilyn Sheerer, Provost and Senior Vice Chancellor for Academic and Student Affairs  
Dr. Phyllis Horns, Vice Chancellor for Health Sciences  
Dr. Deirdre Mageean, Vice Chancellor for Research and Graduate Studies