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Memorandum

To: Professor Marianna Walker
Chair of the Faculty

From: Steve Ballard
Chancellor

Date: June 2, 2010

Subject: Faculty Senate Resolutions for April 2010

I am hereby approving the following 16 resolutions that were adopted by the Faculty Senate at its meetings on April 20 and 27, 2010, and I am approving Resolution 10-15 which was being held pending revisions:

Faculty Senate Resolution 10-47

Proposed additional revisions to the *ECU Faculty Manual*, Part V. Academic Information, Section II. Academic Facilities, C. Emergency Action Plan.

As per my memo to you dated March 24, 2010, Faculty Senate Resolution 10-15 was held pending revisions by the Faculty Senate to the safety related information. I hereby approve Faculty Senate Resolution 10-15 contingent upon the inclusion of the approved language found in Faculty Senate Resolution 10-47.

Faculty Senate Resolution 10-48

Proposed revisions to the *ECU Faculty Manual*, Part VI. Section VII. C. Serious Illness and Disability Leave for Faculty Policy.

Faculty Senate Resolution 10-49

Curriculum matters contained in the minutes of the March 25, 2010, and April 8, 2010, meeting.

Faculty Senate Resolution 10-50

Approval of Foundation Curriculum Course for Arts, ART 1250: Digital Photography for Non-Art (SOAD) Majors.

Faculty Senate Resolution 10-51

Approval of Foundation Curriculum Course for Humanities, CLAS 1500 Classical Mythology.

Faculty Senate Resolution 10-53

Proposed revisions to the *ECU Faculty Manual*, Part V. Academic Information Section I. Academic Procedures and Policies, Subsections K. Office Hours and L. Ordering Textbooks and Collateral Material.

Faculty Senate Resolution 10-54

Proposal for a Certificate in Community Health Center Administration, Department of Public Health, in the School of Medicine and Department of Health Services and Information Management, in the College of Allied Health Sciences.

Faculty Senate Resolution 10-56

Proposal for a Certificate in Hydrogeology and Environmental Geology, Department of Geological Sciences, College of Arts and Sciences.

Faculty Senate Resolution 10-57

Proposal for a Certificate in Teaching English to Speakers of Other Languages (TESOL), Department of English, College of Arts and Sciences.

Faculty Senate Resolution 10-58

Request for discontinuation of the Departmental Certificate in Spanish, Department of Foreign Languages and Literatures, College of Arts and Sciences.

Faculty Senate Resolution 10-59

Request to add a new Special Education Concentration to the Master of Arts in Teaching Program, Department of Curriculum and Instruction, College of Education.

Faculty Senate Resolution 10-60

Request to add two new concentrations entitled Software Design and Development and Software Project Management and Quality Assurance to the Master of Science in Software Engineering, Department of Computer Science, College of Technology and Computer Science.

Faculty Senate Resolution 10-61

Notification of Intent to Plan a Master of Science in Health Informatics and Information Management, Department of Health Services and Information Management, College of Allied Health Sciences.

Faculty Senate Resolution 10-64

Proposed revisions to the *ECU Faculty Manual*, Part V. Academic Information, Section I. Academic Procedures and Policies Subsection V. Student Advising.

Faculty Senate Resolution 10-66

Proposed Revisions to the *Undergraduate Catalog*, Section 5: Academic Regulations, Subsection Grading System, Grade Appeals.

Faculty Senate Resolution 10-67

Budgetary recommendations from the University Budget Committee.

With regard to Faculty Senate Resolution 10-46, Formal faculty advice on the Administrative Serious Illness and Disability Leave for Faculty Policy, the members of Academic Council and I acknowledge receipt of and greatly appreciate the advice of the Faculty Senate on this policy.

I am hereby holding the following resolution for further study:

Faculty Senate Resolution 10-62

Request to change the name of the Bachelor of Science degree in Health Education and Promotion to Bachelor of Science in Public Health, College of Health and Human Performance.

I am hereby holding the following two resolutions pending revisions by the Faculty Senate:

Faculty Senate Resolution 10-63

Proposed revisions to the *ECU Faculty Manual*, Part V. Academic Information Section I. Academic Procedures and Policies, Subsection X. Student Conduct.

The Faculty Manual Steering Committee recommends, and I concur with their recommendation, that the language in this section be revised to be inclusive of both graduate and undergraduate students. We also recommend the following sentence in the first paragraph be moved to the end of the paragraph: "In addition, instructors should follow steps for addressing Disruptive Academic Behavior in the classroom as outlined in Section Y."

In a separate recommendation, Dr. Virginia Hardy and Ms. Donna Payne suggest careful coordination with the GSAB to ensure conflicting processes are not created. I concur with their recommendation and with the following suggested revision: "In addition, instructors should follow the steps for addressing Disruptive Academic Behavior in the classroom **or other academic settings** as outlined in **Subsection Y of Part V of the *ECU Faculty Manual***. The Student Code of Conduct applies to **on- and off-campus behavior** of both individual students and student groups/organizations. The Student Code of Conduct is available at http://www.ecu.edu/cs-studentlife/policyhub/conduct_code.cfm. **If student behavior appears threatening or likely to result in immediate physical harm, the faculty member should contact the ECU Police Department.**"

Faculty Senate Resolution 10-65

Proposed revisions to the *ECU Faculty Manual*, Part XIII. Promotion and Tenure Timeline.

The Academic Council concurs with the recommendations of the Faculty Manual Steering Committee and Linda Ingalls to return this resolution to the Faculty Senate based upon identified discrepancies between the revised timeline approved by the Faculty Governance Committee and the timeline approved by the Faculty Senate in this resolution. I concur with their recommendation.

Also, Ms. Payne identified actions required in Appendix D relating to external peer reviews which are not addressed in the timeline. She identified the following examples:

- There is no reference to the date/timeline for the candidate to receive the Tenure Committee's list and no deadline for the candidate to provide "relationship information" back to the Committee.
- There is no reference to the timeline for the candidate to receive the list of materials that the Tenure Committee and unit administrator propose to send to external peer reviewers and no deadline by which the candidate should make known any objection or request for inclusion of additional published/accepted material.

I request that these two actions that have been identified by Ms. Payne be addressed in the revision. Ms. Payne is available as a resource to the Faculty Senate if needed.

I hereby reject the following resolution:

Faculty Senate Resolution 10-52

Additional Proposed Revisions to the *ECU Faculty Manual*, Part V. Academic Information, Section I. Academic Procedures and Policies, New Subsection: Final Examinations.

Based upon the recommendations of Academic Council and the Faculty Manual Steering Committee, I am rejecting this resolution and returning it to the Faculty Senate. Specifically, the committee suggests the following revision and the inclusion of a separate section regarding the 150-hour instructional course requirement.

"The University establishes a final exam schedule each semester to reduce conflicts in course final exams and to meet the UNC established course hour requirements. The normal expectation is that the completion of both face to face and online courses will include a final examination or another assessment."

pc: Dr. Marilyn Sheerer, Provost and Sr. 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