

• Math / Math Education (Bs)

Edu → Master of Arts in Math Educ - only 3 Math courses  
Proposing

9-1-10  
M. [unclear] voted  
GSAB - voted  
EPPE - ?

**Faculty Officers Meeting with Chancellor and Academic Council**  
**Thursday, September 2, 2010**

AGENDA

- Faculty Senate Agenda for September 7, 2010 (attached)
- SACS
- Update on Administrative Policies relating to Faculty
  - Policy for establishing PRR's/Administrative versus Faculty
  - Status of current policies (attached)
- Goals for 2010/11 Faculty Senate (127 / 83 / 65%)
  - Faculty Manual/Administrative Policies
  - SACS
  - Graduate Issues
- Other Business

i.e.  
• open access / proquest  
• curriculum comte  
w/ undergrad + graduate oversight

U officers  
• SACS - (Feb 1/2 mtg in Senate)



**Status of Administrative Policies Requiring Faculty Input  
9-2-10**

<b>Interim/Draft Administrative Policy</b>	<b>Academic Committee Involved</b>	<b>Action Taken thus far</b>	<b>Pending Response from Whom</b>	<b>Notes</b>
Institutional Survey Administration	Academic Standards	Given to AS 10-29-09; committee determined 1-25-10 that this only relates to IPAR internally	Per Austin 5-10, ready for PRR website	no further action needed by academic committee
Gifts Affecting the Curriculum	Academic Standards	Given to AS 10-29-09; revisions proposed to Faculty Chair 12-09; formal advice from Senate to Chancellor 1-26-10; Chancellor accepted formal advice 2-24-10		listed as University regulation on PRR website as of 5-17-10
Consequences for Faculty Who Fail to Submit Grades	Academic Standards	Given to AS 10-29-09; revisions forwarded to M Walker 12-9-09; revisions forwarded to Academic Council from M Walker via email 1-7-10; <b>No Senate involvement as of yet.</b>	Academic council as of 1-7-10	showing <i>interim regulation</i> on PRR website as of 9-2-10
Faculty Serious Illness and Parental Leave	Faculty Welfare	Given to FW 11-24-09; FW met with EPA Personnel Cmte 1-14-10; Reported to Senate 2-23-10 and again 4-20-10; Formal advice from Senate to Chancellor 4-20-10; Per D Payne policy goes into effect 7-11;	Chancellor as of 4-20-10  FS Res #10-46  BOT approved 7-10;	No follow up with Senate about final BOT approval; nothing yet noted on PRR website
ECU Supplemental Pay Policy for Employees Exempt from the State Personnel Act( EPA)  aka 133% limit	Faculty Welfare	Provost discussed with Faculty Officers 9-09; Task Force on 133% Limit for Faculty formed with Ruth Ann Cook chairing 9-15-09; B Killingsworth appointed to group 9-20-09; <b>No Senate involvement as of yet.</b>	Task Force as of 9-09	



<b>Interim/Draft Administrative Policy</b>	<b>Academic Committee Involved</b>	<b>Action Taken thus far</b>	<b>Pending Response from Whom</b>	<b>Notes</b>
Faculty Workload	Faculty Governance	Officers reviewed 3-30-09; forwarded to FG 8-26-09; Working group (Locklear, Bunch, Cook, Gilbert, Bailey, Walker) rewrote and resubmitted to FG 1-12-10; per Austin 5-10 study group submitted draft #23? to attorney for review <b>No Senate involvement as of yet.</b>	Attorney 5-10	<b>NEED</b> draft #23? for review by Faculty Governance
Faculty Scholarly Reassignment	Faculty Welfare	Given to M Walker from Study Group Chair Locklear 11-17-09; Forwarded to FW 1-7-10; per Austin 5-10 attorney has reviewed, study group now submitting recommendation to academic council <b>No Senate involvement as of yet.</b>	Academic Council 5-10	<b>NEED</b> draft for review by Faculty Welfare
Salary Study (FS Resolutions #05-35 / #08-32)	Faculty Welfare	Preliminary Salary Group formed Spring 2009; discussed in FW mtg. 9-10-09; Faculty Salary Study Committee formed 1-5-10 and B Killingsworth appointed to group; Report presented to M Walker 4-16-10; M Walker requested revisions to report prior to forwarding to FW & FS 5-26-10 <b>No Senate involvement as of yet.</b>	Faculty Welfare and Faculty Senate 9-7-10	Included in FW's new business for 2010/11
Faculty Spousal or Domestic Partner Hiring	Faculty Welfare	Per Austin 5-10 study group submitted draft to attorney for review; discussed w/Academic Council and Faculty Chair 8-10; viewed as <i>generic procedure</i> and not a policy? <b>No Senate involvement as of yet.</b>	Should Faculty Welfare review for insertion into Faculty Manual	<b>NEED</b> draft for Faculty Welfare's review
Home Office	Faculty Welfare	F Baxter leading group in policy development <b>No Senate involvement as of yet.</b>	F. Baxter 5-10	
Administrative Separation and/or Return to a Faculty Position	Faculty Welfare	Nonie Garcia sent to EPA Policy Cmte 7-21-10 for review. <b>No Senate involvement as of yet.</b>	EPA Policy Cmte 7-21-10	



Setting of Administrative Statements of Policy in matters relating to Faculty

Process for obtaining Formal Faculty Advice on Administrative Policies

Based on the East Carolina University Policy Manual, the official repository of all approved policies, regulations, and rules (PRRs) at East Carolina University, the following process has been established for the solicitation and provision of faculty advice on all matters involving faculty in the areas of academic policy and procedure and administrative governance. ([www.ecu.edu/prr](http://www.ecu.edu/prr))

- 1) When the need for an administrative policy, regulation, or rule is determined which pertains to faculty, the appropriate authority (Chancellor) or delegated authority (Academic Council) will discuss the proposal with the Chair of the Faculty and the Faculty Officers. The Chair of the Faculty and the Provost (or Academic Council) will determine if the policy is administrative in nature, or within the purview of the Faculty Senate, on behalf of the faculty.
- 2) If the policy is determined to be administrative in nature, the appropriate delegated authority (e.g. Provost, Academic Council) initiates the request for a new administrative PRR.
- 3) The appropriate delegated authority (e.g. Provost, Academic Council) provides the Chair of the Faculty with a draft of the proposed administrative policy.
- 4) The Chair of the Faculty asks the appropriate university academic/appellate committee to review and provide feedback within a specific time frame, as designated by the Chair of the Faculty.
- 5) Following committee review, the committee submits feedback to the Chair of the Faculty. This written feedback will be provided to the appropriate delegated authority (e.g. Provost, Academic Council). The PRR will not be submitted to the Faculty Senate until there is an agreement between the delegated authority and the University Committee regarding the proposed PRR.
- 6) Once the University Committee and delegated authority have approved the proposed PRR document, the Committee will submit the recommendation to the Faculty Senate as a means of formal faculty advice on the proposed administrative policy. The Faculty Senate will vote on the recommendation of the University Committee as formal advice of the proposed administrative policy. The formal advice will be documented following the same recordkeeping process as all other Senate actions and resolutions.
- 7) If approved by the Faculty Senate, the formal advice will be submitted to the Chancellor following the normal established approval/review process, in addition to the appropriate delegated authority (e.g. Provost, Academic Council). The Chancellor will act according to the established process and notify the Chair of the Faculty that the faculty's formal advice has been "reviewed". The appropriate delegated authority will notify the Chair of the Faculty that the faculty's formal advice has been "received".
- 8) If not approved by the Faculty Senate as formal advice for the proposed Administrative Policy, the Faculty Senate feedback and proposed policy will be returned to the University Committee for further study and review. The committee will resubmit their recommendation to the Faculty Senate for approval, following consultation with the appropriate delegated authority (e.g. Provost, Academic Council) or Chancellor. This process will continue until the Faculty Senate approves the recommendations on the proposed Administrative Policy as Formal Faculty Advice.
- 9) The Chair of the Faculty will receive formal notification from the appropriate delegated authority (e.g. Provost, Academic Council) following approval of the proposed administrative policy. A history of the Faculty Senate recommendation/formal advice will be maintained in the Faculty Senate office in the same manner as all other Senate actions and resolutions and linked to the PRR policy when published in the University Policy Manual.