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Faculty Senate

East Carolina University

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December 14, 2010

Chancellor Steve Ballard
East Carolina University
Spilman Building

Dear Dr. Ballard,

On December 7, 2010, the Faculty Senate adopted the following resolutions for your consideration. For your convenience, the resolutions are either provided as an electronic link and/or attachment.

- CU ✓ 10-87 Curriculum matters contained in the November 11, 2010, University Curriculum Committee minutes. ✓
- FB ✓ 10-90 Formal Faculty Advice on proposed Faculty Workload Regulation.
- AB ✓ 10-91 Policy to Remove Foundation Curriculum Credit from Courses.
- ✓ 10-92 Revisions to the *ECU Faculty Manual*, Part V. Academic Information, Section I. Academic Procedures and Policies, Subsection X. Student Conduct.
- 10-93 Revisions to the *ECU Faculty Manual*, Part V. Academic Information, Section I. Academic Procedures and Policies, Subsections C. Certification, P. Re-examinations, Q. Release of Directory Information, T. Resale of Complimentary Textbooks, U. Senior Summary Sheet, and BB. Used Books.
- EP ✓ 10-94 Revisions to the *ECU Faculty Manual*, Part V. Academic Information, Section III. Curriculum Development.
- 10-95 Revisions to the *ECU Faculty Manual*, Part VI. General Personnel Policies, Section III. Institutional Services Available to Faculty, Subsection R. Tuition Privileges for Faculty.

MEMORANDUM

December 14, 2010

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- 10-97 Revisions to the *ECU Faculty Manual*, Part VI. General Personnel Policies, Section VII. Other Policies, Subsection A. Substance Abuse Policy.

There is no action from you necessary at this time on the four resolutions listed below:

10-88 2011-2012 Faculty Senate and Agenda Committee meeting dates.

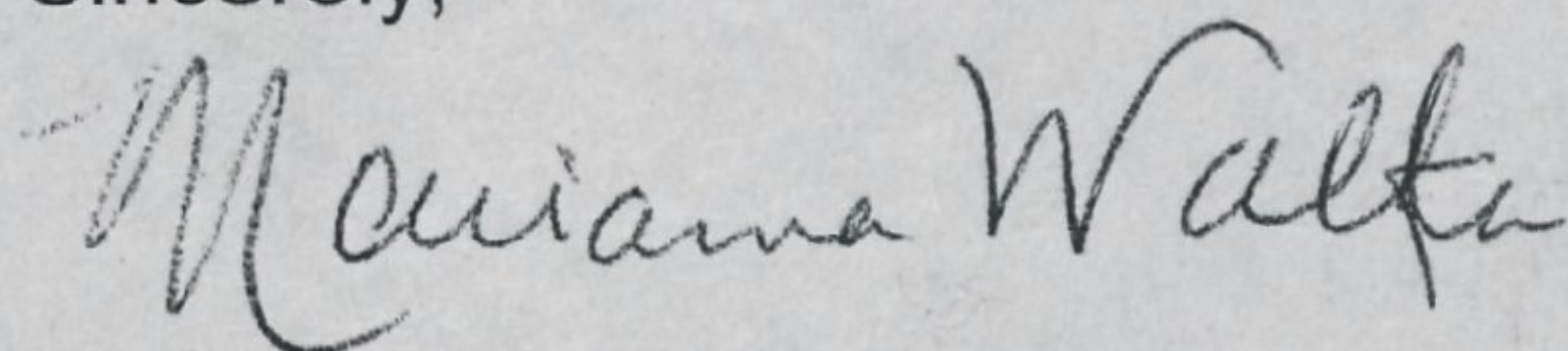
10-89 Revised 2011/2012 Research/Creative Activity Granting Guidelines.

10-96 Revisions to the *ECU Faculty Manual*, Part VI. General Personnel Policies, Section I. Employment Policies, Subsection J. Salary Policies.

10-98 Revisions to the *ECU Faculty Manual*, Part VI. General Personnel Policies, Section II. Welfare and Benefits, Subsections A. Hospitalization Insurance, B. Disability Income Plans, C. Mandatory Enrollment in Group Life Program, D. Group Insurance Plans, E. Social Security, F. Deferred Compensation Plan, G. Supplemental Retirement Income Plan of NC (401K), H. Tax Deferred Annuity, I. US Savings Bonds, J. Unemployment Compensation Benefits, K. Vacation and Sick Leave, L. Workers' Compensation, M. Flex Reimbursement Accounts.

Thank you for your consideration of the above mentioned resolutions.

Sincerely,



Marianna Walker
Chair of the Faculty

attachments

copy via email

Faculty Officers

Marilyn Sheerer, Provost, Vice Chancellor for Academic & Student Affairs

Phyllis Horns, Vice Chancellor for Health Sciences

Deirdre Mageean, Vice Chancellor for Research and Graduate Studies

FACULTY SENATE RESOLUTIONS APPROVED AT THE DECEMBER 7, 2010, MEETING

10-87 Curriculum matters contained in the November 11, 2010, University Curriculum Committee minutes (attachment 1).

10-88 2011-2012 Faculty Senate and Agenda Committee meeting dates, as follows:

Agenda Committee will meet:	2011/2012 Faculty Senate will meet:
August 30, 2011	September 6, 2011
September 20, 2011	October 4, 2011
October 18, 2011	November 1, 2011
November 15, 2011	December 6, 2011
January 10, 2012	January 24, 2012
February 7, 2012	February 21, 2012
March 13, 2012	March 27, 2012
April 3, 2012	April 17, 2012
	April 24, 2012 (2012/13 organizational mtg.)

10-89 Revised 2011/2012 Research/Creative Activity Granting Guidelines (attachment 2).

10-90 Formal Faculty Advice on proposed Faculty Workload Regulation (attachment 3).

10-91 Policy to Remove Foundation Curriculum Credit from Courses, as follows:

“Units wishing to remove Foundation Curriculum credit from a course must send a memo to the Academic Standards Committee by email attachment stating the requested action and a list of the courses for which Foundation Curriculum credit should be removed. The list should include the name of the person requesting the action, and the prefix, number, and name of the course. If the course is cross-listed with another unit or is otherwise a cognate in another unit, a letter of approval from the cognate department must be submitted with the request to remove Foundation Curriculum credit. The Academic Standards Committee will consider the request and, if approved, will take the request to the Faculty Senate for final approval.”

10-92 Revisions to the *ECU Faculty Manual*, Part V. Academic Information, Section I. Academic Procedures and Policies, Subsection X. Student Conduct, as follows:

Revise and keep in the Faculty Manual.

“X. Student Conduct

The Student Code of Conduct and the procedures for its administration and enforcement exist to promote standards of behavior that create a positive environment in which students can learn and live. Instructors should be familiar with the Student Code of Conduct and refer students whose behavior violates community standards and/or disrupts any normal curricular or extracurricular functions of the university to the Office of Student Rights and Responsibilities or the Dean of Students. ~~In addition, instructors should follow the steps for addressing Disruptive Academic Behavior in the classroom as outlined in Section Y.~~ The Student Code of Conduct applies to **on- and off-campus behavior of both individual students and student groups/organizations, and to both undergraduate and graduate students. The Student Conduct Process, which applies to all ECU students is available at: <http://www.ecu.edu/PRR/11/30/01>.** When appropriate, 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. If student

behavior appears threatening or likely to result in immediate physical harm, the faculty member should contact the ECU Police Department.

The Academic Integrity Policy governs student conduct directly related to academic activities involving ECU students. All alleged violations of the policy must be resolved in accordance with the procedures outlined in the Academic Integrity Policy as found in Part IV Academic Integrity of the ECU Faculty Manual. The Academic Integrity Policy is available to students at: http://www.ecu.edu/cs-studentlife/policyhub/academic_integrity.cfm."

- 10-93 Revisions to the *ECU Faculty Manual*, Part V. Academic Information, Section I. Academic Procedures and Policies, Subsections C. Certification, P. Re-examinations, Q. Release of Directory Information, T. Resale of Complimentary Textbooks, U. Senior Summary Sheet, and BB. Used Books, as follows:

Remove from the Faculty Manual.

~~C. — Certification~~

~~Current certification requirements for teachers and administrative personnel applicable in the State of North Carolina may be found in the School of Education. In order to assist students in pursuing their various programs, faculty members are requested to become acquainted with these requirements. If there are any questions regarding their interpretation, faculty members are urged to consult with the dean of the School of Education and the director of teacher education. For other regulations governing student programs, see the undergraduate and graduate catalogs.~~

Remove from the Faculty Manual.

~~P. — Re-examinations~~

~~Only those graduating seniors in the last semester, who are passing a course at the time an examination is given, and who fail the examination will be given one re-examination on the course. No other re-examinations are to be given. A grade change resulting from a re-examination must be on file in the registrar's office one week after the original scheduled examination.~~

Remove from the Faculty Manual.

~~Q. — Release of Directory Information~~

~~It is the policy of the university to make routinely available certain directory information on its students. This policy is for the convenience of students, parents, other members of the university community, and the general public. In compliance with the Family Educational Rights and Privacy Act (P.L. 93-380), the university will continue this policy of releasing directory information, such information being defined by the act as some or all of the following categories: the student's name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institute attended by the student. If any student does not wish any or all of this directory information released without his or her prior consent, then the student must notify the Office of the Registrar in writing within seven days after registration day of the current term of enrollment.~~

Remove from the Faculty Manual.

~~T. — Resale of Complimentary Textbooks~~

~~East Carolina University has an established policy against the resale of complimentary copies of textbooks and encourages faculty to ask book buyers who come on campus to show their permit to solicit required by university regulations. Faculty are encouraged to dispose of complimentary copies of textbooks by giving them to students or returning them to the publisher. (Faculty Senate Resolution #88-53, December 1988.)~~

Remove from the Faculty Manual.

U.——Senior Summary Sheet

~~Advisers shall confer with first-semester seniors concerning their remaining requirements for graduation. At this time the senior summary sheet is filled out in triplicate, one copy to be sent to the registrar for immediate verification, one to be kept by the student, and the third to be retained by the student's major department or school. The senior summary sheet will note the appropriate undergraduate catalog edition carrying the requirements to be met, the degree sought, the intended date of completion of all requirements, and the requirements unfulfilled to date. Remaining requirements will be listed specifically as provided in the appropriate catalog.~~

Remove from the Faculty Manual.

BB.——Used Books

~~At the beginning of each semester, Dowdy Student Stores try to have on hand as many used books as possible since this is the best means available to help students keep the cost of their textbooks down. The store will pay 50 percent of the new price provided the store is not already overstocked on readopted texts. The used book will be sold at 75 percent of the new price. If that book is resold to the store, 50 percent of the new price will be paid again.~~

10-94 Revisions to the *ECU Faculty Manual*, Part V. Academic Information, Section III. Curriculum Development (attachment 4).

10-95 Revisions to the *ECU Faculty Manual*, Part VI. General Personnel Policies, Section III. Institutional Services Available to Faculty, Subsection R. Tuition Privileges for Faculty, as follows:

Revise and keep in the Faculty Manual.

"Tuition Privileges for Faculty

In accordance with the North Carolina General Statute, East Carolina University faculty are eligible to take classes at a reduced cost. See http://www.ecu.edu/cs-admin/financial_serv/cashier/Tuition-Waiver.cfm for more information."

10-96 Revisions to the *ECU Faculty Manual*, Part VI. General Personnel Policies, Section I. Employment Policies, Subsection J. Salary Policies returned to Faculty Welfare Committee for further review.

10-97 Revisions to the *ECU Faculty Manual*, Part VI. General Personnel Policies, Section VII. Other Policies, Subsection A. Substance Abuse Policy, as follows:

Revise and keep in the Faculty Manual.

"A. Substance Abuse Policy

The highest standards of personal and professional conduct must be maintained by faculty, staff, and students. Illegal or abusive use of drugs or alcohol, referred to in this policy as substance abuse, by members of the university community adversely affects the mission of the university and is prohibited. A substance abuse policy adopted by the East Carolina University Board of Trustees, consistent with the UNC Board of Governors' Policy on Illegal Drugs, is intended to: prevent substance abuse through a strong educational effort; encourage and facilitate the use of counseling services and rehabilitation programs by those members of the university community who require their assistance in stopping illegal or abusive use of drugs or alcohol; and discipline appropriately those members of the university community who engage in illegal drug or alcohol related behaviors.

The substance abuse policy of East Carolina University is located at <http://www.ecu.edu/cs-acad/ugcat/policies.cfm>. The UNC Board of Governor's Policy on Illegal Drugs (Chapter 1300.1) is located at <http://www.northcarolina.edu/policy/index.php>.

10-98 Revisions to the *ECU Faculty Manual*, Part VI. General Personnel Policies, Section II. Welfare and Benefits, Subsections A. Hospitalization Insurance, B. Disability Income Plans, C. Mandatory Enrollment in Group Life Program, D. Group Insurance Plans, E. Social Security, F. Deferred Compensation Plan, G. Supplemental Retirement Income Plan of NC (401K), H. Tax Deferred Annuity, I. US Savings Bonds, J. Unemployment Compensation Benefits, K. Vacation and Sick Leave, L. Workers' Compensation, M. Flex Reimbursement Accounts returned to Faculty Welfare Committee for further review.