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EAST CAROLINA UNIVERSITY
2011-2012 FACULTY SENATE

FULL MINUTES OF JANUARY 24, 2012

The fifth regular meeting of the 2011/2012 Faculty Senate was held on **Tuesday, January 24, 2012**, at 2:10 p.m. in the Mendenhall Student Center, Great Room.

Agenda Item I. Call to Order

Marianna Walker, Chair of the Faculty called the meeting to order at 2:10 p.m.

Agenda Item II. Approval of Minutes

The minutes of [December 6, 2011](#) were approved as distributed.

Agenda Item III. Special Order of the Day

A. Roll Call

Senators absent were: Professors Godwin (Art and Design), Stiller (Biology), Romack (Chemistry), Parker (Economics), Novick, MacGilvray and Boklage (Medicine), McLean (Nursing) and Provost Sheerer.

Alternates present were: Professors Willis for Reynolds (Academic Library Services), Dotson-Blake for Preston (Education), Campbell for Henze (English) and Gemperline (Dean, Graduate School) for White (Dean, Technology and Computer Science).

B. Announcements

The Chancellor has acted on the following resolutions from the November 2011 and December 2011, Faculty Senate meetings:

- 11-84 Formal faculty advice on curriculum and academic matters contained in the Graduate Curriculum Committee meeting minutes of [September 7, 2011](#) and [September 21, 2011](#), including proposed revisions to the *Graduate Catalog*, relating to [Credit and Continuous Enrollment](#).
- 11-85 Curriculum and academic matters contained in the University Curriculum Committee meeting minutes of [September 22, 2011](#) and [October 13, 2011](#).
- 11-86 Revised Distance Education Professional Development [Requirement](#).
- 11-87 Five Instructional Modules for Distance Education.
- 11-88 Request for a new [MAEd in Adult Education](#) (Distance Education format) in the Department of Counselor and Adult Education within the College of Education.
- 11-90 Removal from the *ECU Faculty Manual*, Part IX. ECU Organizational Charts.
- 11-91 Retain in the *ECU Faculty Manual* with no changes [Appendix U](#). Policy on Improper Relationships Between Students and Faculty (with minor editorial revision).
- 11-92 Revised *ECU Faculty Manual*, Index of *ECU Faculty Manual* [Interpretations](#).
- 11-93 Proposed New section in the *ECU Faculty Manual* entitled Statement on [Professional Ethics](#).
- 11-94 Revised *ECU Faculty Manual*, [Appendix C](#). Personnel Policies and Procedures for the Faculty.
- 11-95 [Formal faculty advice](#) on proposed Adverse Weather/Conditions and Emergency Closings Regulation by adding additional text under 6.4 Activities Affected by Class Cancellation or Classes Held Under Adverse Conditions.
- 11-96 Formal faculty advice on curriculum and academic matters contained in the Graduate Curriculum Committee meeting minutes of [October 5, 2011](#), which include curricular actions

within the College of Allied Health Sciences, Department of Economics, and College of Nursing.

- 11-98 Curriculum matters contained in the [October 27, 2011](#) and [November 10, 2011](#) University Curriculum Committee minutes.
- 11-100 Additional revisions to the Standing University Academic Educational Policies and Planning Committee [charge](#).
- 11-101 Revisions to the *ECU Faculty Manual*, [Part II](#). University Organization, Subsection II. Vision, Mission, and Strategic Plan of East Carolina University.
- 11-102 [Formal faculty advice](#) on Conflicts of Interest and Conflicts of Commitment Policy.
- 11-103 Request to establish a [Master of Science](#) in Health Informatics and Information Management (Distance Education Format) within the Department of Health Services and Information Management in the College of Allied Health Sciences.
- 11-105 [Resolution](#) regarding the Program Prioritization Committee's Draft University Self-Study.

Editorial revisions have been made to the *ECU Faculty Manual*, [Part V](#). Section III. Academic Program and Curriculum Development that include:

- * replacing "Graduate School Administrative Board" throughout the section with "Graduate Council",
- * replacing "program" with "courses" throughout section B. Curriculum Approval Process, and
- * replacing "Academic Standards" throughout the section with "Foundations Curriculum and Instructional Effectiveness Committee".

The Chancellor will host a reception for Faculty Senators, Alternates and University Academic and Appellate Committee members on [Tuesday, February 28, 2012](#), from 5:00 to 6:30 pm in the Spilman Gallery (lobby). Formal invitations will be forthcoming.

Thanks to the following Faculty Senate Alternates who agreed to serve as Tellers today: Professor Amy Frank (Technology and Computer Science) and Professor Enrique Reyes (Biology).

Letters concerning unit elections for 2012-2013 Faculty Senate representation will be mailed to unit code administrators in early January. In accordance with the *ECU Faculty Manual*, Appendix A, elections are to be held during the month of [February](#). Please call the Faculty Senate office if you have any questions.

The Committee on Committees has been charged to seek volunteers to serve on the various 2012-13 academic, appellate, administrative, Board of Trustees, and student union committees. A faculty member may complete the volunteer preference form available at <http://www.ecu.edu/cs-acad/fsonline/customcf/committee/callforvolunteers.htm> and forward it to the Faculty Senate office at faculty senate@ecu.edu. Deadline for submission is [February 15, 2012](#).

Call for Faculty Profiles & Faculty/Student Stories - The Faculty Officers are requesting written profiles on faculty and faculty-student collaborations to use in showcasing the excellence of our academic programs, faculty, and student education. We would like to have at least five stories from each college. Profiles could include examples of excellence in teaching, scholarship (research, creative activity, engagement, outreach), and service (public service, clinical service, service in discipline/region/university). Our goal is to provide the Chancellor and other senior level administrators with profiles that can be used with the media, legislators, public, and other public

agencies. Please submit the profiles and stories to the Faculty Senate office (140 Rawl Annex) or to any of the Faculty Officers. Please direct any questions to Professor Marianna Walker, Chair of the Faculty at walkerm@ecu.edu.

C. Steve Ballard, Chancellor

Chancellor Ballard stated that the State of the University Address as been postponed. It was scheduled for early February and has now been rescheduled for Tuesday, April 10th, 2012

The Chancellor stated that the January meeting of the ECU Board of Governors was generally focused on the topic of campus wide tuition increases. He stated that there is great concern about how much students can pay in increased tuition and generally how much is a reasonable amount to pay for total tuition. Tuition in North Carolina still is considered at a "bargain rate" according to the Chancellor if you consider the value of education compared to the amount of tuition that students now pay. President Ross stated, at the Board of Governors' meeting, that many universities would have their request or tuition increases lowered in order to get the total for our system request down to a level equal to or less than last year's request of 9.3%. The Chancellors were told at the Board of Governors meeting that UNC-Chapel Hill's, NC State's, and one other university's requests would be substantially reduced in order to get the system wide request down to an average of 9.3%.

East Carolina University's combined tuition and fee request is at exactly 9.3% and thus this request is not anticipated to be reduced by UNC General Administration, but there is a possibility for it to be reduced by the Board of Governors or the state legislature. It is anticipated that ECU's request, which was approved by the Board of Trustees, will go forward to the Board of Governors in their next meeting. If this request is approved in February, the 9.3% request for increased tuition and fees would generate less than a third of the base budget cuts that ECU received last year.

The Chancellor stated that, even if this tuition request is approved, he feels we are still \$30-31 million behind where we wanted to be at this point. The distribution of funding allocates one fourth of the tuition request to financial aid. The financial aid part is significant since if you put \$4 million into financial aid, which means that ECU is left with \$11 million to try to replace the huge deficits that have occurred over the last four years. The Chancellor stated that ECU is still catching up with the base budget cuts and the reversions that we have faced over the last four years. The loss of spending power has been significant. The Chancellor stated that he believes that it is absolutely imperative to put a significant percentage into financial aid. This will harm fewer of those students who would not be able to afford the tuition increase. The Chancellor concluded that, in terms of weighting value and weighting cost, we are still a great value for our students and we intend to stay in that position.

ECU is currently operating within the Board of Governors' policy on tuition and fees. The existing system wide policy is that all universities will stay in the lower quartile of their approved peer groups. ECU has a newly approved peer group as of September 2011. According to data provided by the General Administration in the January Board of Governors meeting, ECU was ranked 17th out of 18 of the institutions, or the second lowest, in total tuition and fees in our peer group. There is no question that ECU more than meets the current policy and this university still continues to have an enormous amount of "headroom," meaning the amount of dollars we could be charging for tuition and still be within the Board of Governors' policy.

Lastly, the Chancellor stated he was concerned that there was scant attention paid to the quality of education and the quality of faculty when all of these discussions occurred at the BOG meeting. He stated he fully appreciates affordability and access to our students in the eight years that he has been here. However, he mentioned that if you cannot keep quality education at the same level if ECU is not allowed or to concentrate on its mission and strategic priorities and if ECU cannot retain a great faculty in the university. That quality element seems to get the last part of the argument about funding, the Chancellor said and has not received the amount of attention that he would like to see. The issue of quality of education did seem to have the attention of the three Chancellors who presented at the Board of Governors at the Thursday Policy Session in January. He praised the presentation of the three Chancellors of A&T, UNC Asheville, and NC State, for doing such a great job. He reported that they did a great job of discussing why this money was necessary to protect the quality of classroom instruction and the overall quality of the educational experience. The Chancellor asked that the Faculty Senate do what it can to raise this profile of what quality education is about. He stated that we are at the tipping point and we cannot reduce the quality of our academic programs much more and expect to be where we want to be and the promises we have in preparing our students. This discussion will continue and he is sure that the February 9-10 Board of Governors meetings will be well attended and quite articulate in terms of the various factors that go into trying to calculate how much should a high quality education cost and who should pay those costs.

The Chancellor noted that marketing and communication functions have now been reorganized under the Chancellor's Office. This has been a reorganization that has been a long time coming. The most recent impetus for this was a detailed study done jointly by Vice Chancellor Mickey Dowdy and Carol Mabe, ECU Board of Trustee member, with the participation of many others, including faculty members, to assess how effective we were being in our branding, our image, our marketing, our public relations functions. The Chancellor stated he received their report was in September 2011 and since September he has been working on the right ways to implement their recommendations in different budget times. He mentioned that while he expects to save money over the next three years, he would like marketing, communications and public relations to be a model of efficiently shared services. The Chancellor stated that we cannot ask academic areas to save money and do more with less, unless we do that with every function. Mary Schulken will be the new Director of Marketing and Communication beginning on February 1, 2012. The Chancellor stated that Mrs. Schulken knows full well that efficiency is one of two or three of the prime criteria for this reorganization. The other criteria are to get the ECU message out more proactively and more effectively about the great impact that the university makes on our state. The Chancellor stated that ECU's positive impact is excellent, but it is our responsibility to ensure that more people understand how valuable this university is to the state. The Chancellor stated that reorganization is the best way to move forward although it will take a couple of years to realize all the efficiencies and to improve the image of the university. He concluded that he thinks we have exactly the right people in place now.

The Chancellor mentioned that he understood that there have been many questions about the Jazz Program and he wants everyone to know that we highly value that program. He stated that he thinks there were some mistakes made in terms of how that was reported by the press. No decisions have been made in terms of the final implementation of the PPC; these decisions will be made within the next 4-6 weeks. Reorganization of the university will be undergoing more review and the Chancellor stated that he welcomed feedback. He mentioned that he received an excellent letter from the Biostatistics Department just over the past week, which addressed some important issues. The Board of Trustees is quite interested in what we do with the findings of the PPC report. He stated his

commitment that ECU continues to make sure that we are doing this task in the right way. He stated that he spent a lot of time, at the last meeting, at the Association of Public and Land Grant Universities, comparing how universities were prioritizing their efforts and, with one exception, no university has done anywhere close to the systematic and comprehensive job that we are trying to do with this committee. It does not make it any easier in anyway and it does not mean we are perfect, far from it. We have many things to learn. The Chancellor stated that he thinks that we have really tried to incorporate a tremendous amount of input and data into how we think about these decisions.

Professor Zoller (Art and Design) stated that her unit was greatly affected by incorrect information made public in the local newspaper. She stated that she continues to receive correspondences from people outside the University about losing her job, selling equipment, etc. She requested advice on how to handle the collateral damage from the printed misinformation. Chancellor Ballard replied that Mary Schulken needed to address this problem as soon as possible.

Mary Schulken, Director of Public Affairs, stated that she agreed with what had been stated and that there was no magic bullet. Mass media has changed dramatically and that she was unsure right now how best Professor Zoller should respond. Ms. Schulken noted that Professor Zoller should respond individually to each correspondence in the same way as they came to her (Facebook, email, tweet) and to make as many phone calls as possible. The PPC report has one thousand nuances that make it difficult to explain each nuance individually in mass media and factual errors can be corrected by the newspaper.

Professor Zoller (Art and Design) asked if Ron Mitchelson, Chair of the PPC, would add a statement to their report that these particular courses were being deleted due to consolidation. Professor Mitchelson replied that the PPC report belongs to the Chancellor. Chancellor Ballard then agreed and instructed Professor Mitchelson to correct the PPC report immediately.

Professor Taggart (Music/Past Chair of the Faculty) thanked the Chancellor for comments. He noted that he spent the holidays in rural Maryland and saw in the local paper through the Associated Press, that one of his programs (jazz) was being eliminated. He stated that the misinformation and damage to his program was severe and had a lot of people very upset. Professor Taggart suggested that what would be nice would be if somebody with high ranking would make it very clear that the local newspaper was incorrect in their reporting.

Ms. Schulken noted her understanding of the issues and would handle getting accurate information out to the public.

D. Phyllis Horns, Vice Chancellor for Health Sciences

Vice Chancellor Horns stated that, in relation to the various reports on Faculty Employment that included longitudinal profiles of faculty tenure status and tenure status of permanent and temporary faculty.

[Faculty FTE by Unit, Gender, and Full or Part-Time Status](#) (includes temporary positions)

[Faculty FTE by Unit, Gender, and Full or Part-time Status](#)

[Longitudinal Profile of Faculty Tenure Status](#) (includes Medicine and temporary positions)

[Longitudinal Profile of Faculty Tenure Status](#)

[Full and Part-Time Faculty by Unit and Tenure Status](#) (includes temporary positions)

[Full and Part-Time Faculty by Unit and Tenure Status](#)

Vice Chancellor Horns then stated, about the activities of the Program Prioritization Committee (PPC), that they have been working very deliberately and in a very concerted way over the course of the last several months since June to really look at a very large array of all kinds of data and to synthesize that into something that would be meaningful to us. The report that was issued on January

16, may be revised on some other points depending on what additional comments and insights the PPC receive. The January 16, 2012, report contained many changes based on the feedback and the input and all the additional information that was shared with the PPC and was then reviewed and reflected in the final decisions that ended up in the January 16 report. This has been a really open process and she stated that the whole committee has been welcoming of the input from the broad array of campus constituents and they remain open. She stated that she continues to encourage that information be passed their way. They will be working in the next few weeks. The timeline and almost everything shared is on the website for the PPC. Once they receive the final approval from the Chancellor, for the report that was just submitted, then those recommendations in the report will become part of the decision making process that academic council will be using relative to position allocation and reallocation. They will be using that information as soon as they have the final approval from the Chancellor.

The timeline reflects that they will be working on some reorganization scenarios over the course of the next few weeks. They are hoping to produce a white paper for the campus that will be coming out by February 15. She stated that, due to this, they are continuing to work very fast and to trying to adhere to their original timeline. They hope to produce 4-5 reorganization scenarios that will be distributed to the campus. Then they will be engaged once again in a campus wide review and all kinds of discussions. PPC invites your input into any reorganization thoughts that you may have.

They will be having conferences with the Deans to get their insights on reorganization possibilities. They expect that their reorganization possibilities to be very broad from the standpoint of going from no reorganization, no structural reorganizations all the way to some possibilities that are rather radical. They have made no decisions, and they have not established any preferences as a committee. She stated that they are just hoping to have enough creative thinking on parts of members of the PPC, as well as all of you, in the University community, to help them craft what are some possibilities for organization of changes that would not just save money. They are not going at this with the intent that all we are going to do is save money. She stated that the PPC committee thinks there are some academic synergies, there are some ways that they can strengthen a lot of the existing programs by some alliances that are currently there and they are looking for ways to encourage those so that we do have the most effective academic program that we can have and is also really efficient in every single possible way. The final report is due to be given to the Chancellor by April 30. They plan to be very sensitive to the disruption that could be caused and plan to be very careful when submitting the next report. [Link to Program Prioritization Committee information](#)

Professor Perry (Anthropology) asked what the timeframe was once the first draft is submitted on Feb. 15 PPC report was made public and the next step had begun. Chancellor Ballard stated that he did not have a time deadline and that the executive council and he are going to be very careful about the next phase. We plan make sure that there is adequate review time of the proposals. It is possible to pick one scenario, parts of several scenarios, or no scenarios; we just have to take a more careful look at it.

Vice Chancellor Horns then discussed funds for summer school allocations, noting that there would be money allocated for both sessions of summer school in 2012. Specific questions within individual academic units should be directed to the departmental chairs. ECU was committed to summer school and would support the courses that students need in order to keep student credit hours as close to what was projected as possible. She also noted that faculty salaries would not be cut if courses were not kept, because reduction in faculty salaries cannot be made just because a course does not make.

Professor Roper (Medicine) asked about faculty data in regards to gender and how did the faculty composition rate rank to other universities. She noted that she would like to see this issue discussed at the annual report level from the Chancellor, Academic Council, and down the chain of command. VC Horns stated that administration does have regular discussions about this very issue, specifically during annual reporting and noted that the 2010 statistics reflect less than 25% of female faculty.

E. Bill Koch, Associate Vice Chancellor with Campus Operations

Mr. Koch first introduced Debra Jo Garfi, Director of Parking and Transportation. Then briefly discussed the [Report on Parking and Transportation](#) that was distributed to the Senators prior to the meeting.

Professor Reisch (Business) expressed his appreciation for monitoring parking spaces that were assigned to faculty, specifically near the Slay Building.

Professor Zoller (Art and Design) asked, in times of budget cuts and no salary increases, could the waiting list for "A" parking decals be reviewed. She noted that there were open "A" spaces near the School of Art and Design and she knew of a colleague who had been on the waiting list for A parking for 3 years.

Professor Lounsbery (Political Science) asked if there was anything to be done about the backup and congestion near Brewster, especially with buses and students stopping to let people out. Mr. Koch stated that the University's Master Plan was the best way to address the concerns but it would take time. He noted that additional parking control people would be considered for the area.

Professor Morris (Criminal Justice) stated that she has been on the waiting list for "A" parking since arriving at the University in 2009. She asked if she could be placed on a list for summer parking near the Rivers building. Mr. Koch replied that they had discussed establishing a summer availability list for "A" parking decals and may try to address this concern this upcoming summer.

Professor Roberts (Philosophy) stated that faculty should not receive special compensation for parking spaces and should wait their turn like all others in the room.

Professor Darkenwald (Theatre and Dance) stated that she arrives at 7:30 am and leaves at 11:30 pm and has been on the "A" parking decal waiting list for 3 years. She stated that she felt it was more of a safety issue so she supports the suggestion to look at different ways to address the long waiting list.

F. Ken Wilson, Faculty Assembly Delegate

Professor Wilson (Sociology) provided a report on the [January 20, 2012](#), UNC Faculty Assembly meeting noting the following.

President Ross indicated that while there is some growth being reported, there were some holes built into next year's budget. He thinks we should look at the coming time as no new funds from the state but fewer cuts. President Ross stressed the need to "save more and re-prioritize" as an important way of generating revenue. He also indicated that he knows we need to raise tuition but does not want to approve an increase that is too large.

Vice President Ortega talked about the need for performance funding to bring budgets in alignment with the University's academic goals. Professor Wilson stated that VP Ortega noted that need to develop empirical indicators that were easy to measure and could be compared with peer universities. All of these indicators seemed to be focus on efficiency and none on quality. VP Ortega said this was because quality was harder to measure so they were leaving this to individual campuses. She promised that faculty would be involved in creating these empirical measures of quality.

Pope Center told us how the university needed to change:

- 1.) UNC has grown too fast and needs to get smaller.
- 2.) More students should complete courses at the community college.
- 3.) Need to evaluate programs and change them to make them more relevant. For example English professors spend too much time on literature and not enough on grammar.
- 4.) Faculty need to teach more and research less. "You may be working hard but how many classes are you teaching?"
- 5.) Need to differentiate our Flagship Universities from other universities. Flagship Universities would have higher tuition and fewer regulations.
- 6.) Need to be careful with online education – private complaints can do this better.

NC Policy Watch and the NC Justice Center talk gave a different point of view.

- 1.) Radical Republicans are creating many problems and there are many victims.
- 2.) We feel your pain.
- 3.) We know that your problems need fixed but you are not special.

No questions were posed to Professor Wilson.

G. Marianna Walker, Chair of the Faculty

Professor Walker provided the following comments to the Senators.

"Outside Looking In"

My comments today are prompted by discussion during the Agenda Committee meeting, and fueled by a recent UNC Faculty Assembly meeting in Chapel Hill. The Program Prioritization Committee has been involved in prioritizing programs through a process involving units, colleges and divisions. From a faculty perspective, this process, while transparent, has caused some angst among faculty, which is expected. However, as many of us are aware, the university and academia, in general, are under significant scrutiny, from many sources, including our state legislature and various media sources.

This attack became clearer to me on Friday, at the Faculty Assembly meeting (as we just heard from Ken) and it became apparent to all of the UNC Assembly Delegates, that the university is under "attack" and is in the middle of a political nightmare where the university and academia are being analyzed by outside sources, based on its "productivity, performance, and relevancy" in today's society.

How must we act as a unified academy to overcome the perceptions and misperceptions of the public and our legislative? We must work to maintain the education and academic mission of the university and not let others tell us how to educate our students, conduct our research, or engage in service at many different levels.

The Board of Governors is asking questions about academia, faculty roles and funding and are challenging UNC General Administration to engage in new models for funding. Such models include performance-based measures for funding, instead of enrollment growth funding. Faculty workloads are being addressed from a university wide perspective. Suzanne Ortega, Vice President for Academic Affairs, outlined an initial draft of the core indicators for performance based funding for universities. These performance measures are proposed to be used for all universities for funding in lieu of the traditional model of enrollment growth funding. Dr. Ortega states that each university can decide an additional two performance measures that can be unique to each university.

Although these proposed retention goals and graduation rates are for the university as a whole, these goals could have an effect on our admission and retention policies and practices. Faculty and academic units must be at the table when deciding the second two goals for ECU.. Making a decision of this magnitude is never easy, but the faculty responsible for the education should be aware and have a say in "how we are being measured" and which "student outcomes" are being used.

Along these lines, ECU is planning for its new phase in strategic planning, developing an updated set of KPI's (or Key Performance Indicators) that provide a qualitative assessment and view of the academic programs relating to student outcomes and faculty quality.

The PPC, a committee who was appointed by the Chancellor and charged with a internal process of self examination of the academic priorities and potential reorganization based on budgetary and strategic priorities, has been looking at performance based measures for the last eight months. Many of our sister institutions have not allowed the units, colleges, or faculty to have any say into issues of prioritization (as in the self studies at the unit and college level), or of reorganization (example – UNC – Greensboro). So, as with any study, there are many ways of research design, statistical methods, and of course, differences of interpretation of the data. We are the academicians, who understand true research. We must use our abilities to cohesively tell our story, educate the public, and provide a scaffold to understand the academy.

So, what can we do now?

- 1) We must participate in the next phase of the PPC report relating to possible scenarios for reorganization. The Chancellor will ask for Faculty Senate advice to the PPC reports, including the initial scenarios and second draft released in March. I may ask for a specially called Faculty Senate meeting in March to address the March PPC report and possibly revisions to Appendix D, prior to Board of Trustee consideration in April. Once the final PPC report is sent

to the Chancellor, the Faculty Senate will again offer advice to the Chancellor.

ECU is fortunate to have such a well-defined system in place. Many universities do not have the Faculty Senate and its University Standing Academic and Appellate Committees within its shared governance model.

In the event that any unit is eliminated or combined, the regular shared governance model will begin, as outlined in Appendix D, which involves faculty of the unit, unit administrator, EPPC, Faculty Senate, the Graduate Council, & Academic Council. In the event that faculty will be affected by any unit changes, the Due Process and Reconsideration Committees will be involved. If unit codes change, the units, and the Unit Code Screening Committee will be involved.

- 2) Essays – I asked generically for these last month. We must share our passion and write about what it means to be a university professor. Let's begin a positive stance to inform the public about the academy of the 21st century and why the quality of education must be preserved. I will begin this call by publishing my own remarks. Who will follow?
- 3) Faculty Profiles – I received a few names of faculty who need to be showcased. Public relations are so important now, and we need to tell our stories, especially in the continuum of teaching and scholarship/research/creative activity. I will be meeting with Mary Schulken soon regarding this initiative. I am hopeful to have stories and profiles of our outstanding faculty and the education of their students. Please think of faculty who exemplify our excellence in our university academic programs and send their names to me.
- 4) The Faculty and Faculty Senate must be involved and aware of the Performance Funding Model, soon to be proposed by UNC GA. PPC has given us a starting point to examine these qualitative measures that are used to measure productivity, and quality. What works for ECU? Is there any one measure that can truly showcase and represent our diverse disciplines and educational programs?

Let us not lose sight that we are being examined from the outside. The very nature and climate of our university may change if we do not act strategically, as one unit, who is capable of educating others about the nature of our university, as it presently exists and what it will be in the future.

No questions were posed to Professor Walker.

H. Question Period

Professor McFadden (Education) asked how many Senators were aware of the \$25 fee to join the Friends of the Library? Several responded that they were familiar with the group.

Professor Theurer (Music) moved that women faculty should be given priority for University parking privileges when safety is an issue due to work that necessitates early or late arrival.

Professor Shlapentokh (Math) stated that we all value our time, but she didn't think that the actual time of one person should be more valuable than the time of someone else, since a faculty member could always call the campus police for an escort to a car.

Professor Vail Smith (Health and Human Performance) asked what about older faculty members, and how were they handled in reference to the waiting list?

Professor Fitzgerald (Medicine) suggested that Parking and Traffic Services should take into consideration work schedules, age, etc. and not force the Faculty Senate to request a direct order. The process to appeal the parking waiting list would be helpful with a mechanism to move someone up if warranted.

Professor Dotson-Blake (Education) suggested that it may be more cost effective to have a van available to pick faculty up instead of waiting for police to arrive.

The motion that women faculty should be given priority for University parking privileges when safety is an issue due to work that necessitates early or late arrival failed.

Professor Rigsby (Geological Sciences/Faculty Assembly Delegate) suggested that the Parking and Traffic Services address the ramifications of changing the waiting list procedure instead of doing something on the floor of the Faculty Senate. She supported Professor Fitzgerald's suggestion that special consideration be given when awarding "A" parking decals.

Professor Roper (Medicine) stated support for Professor Rigsby's suggestion.

Professor Fitzgerald (Medicine) then moved that the Parking and Traffic Services consider a policy to allow requests for priority "A" parking with consideration of work hours, gender, disability or other reasonable concerns. The motion passed. **RESOLUTION #12-01**

Agenda Item IV. Unfinished Business

There was no unfinished business to come before the body at this time.

Agenda Item V. Report of Committees

A. Graduate Council

Professor Terry West (Biology), Chair of the Graduate Council, presented curriculum and academic matters contained in the Graduate Curriculum Committee meeting minutes of [October 19, 2011](#), [November 2, 2011](#), [November 16, 2011](#), and [December 7, 2011](#), which include curricular actions within the College of Nursing, Department of English, Department of Chemistry, Department of Economics, College of Allied Health Sciences, College of Education, College of Technology and Computer Science, and Department of Political Science.

Chair Walker reminded the Senators that the function of the Graduate Council was to consider policy and make recommendations to be passed to EPPC and Faculty Senate in addition to the alternate route to the Director of the Graduate School, Academic Council and eventually to the Chancellor for approval.

There was no discussion and the curriculum and academic matters contained in the Graduate Curriculum Committee meeting minutes of [October 19, 2011](#), [November 2, 2011](#), [November 16, 2011](#), and [December 7, 2011](#), which include curricular actions within the College of Nursing, Department of English, Department of Chemistry, Department of Economics, College of Allied Health

Sciences, College of Education, College of Technology and Computer Science, and Department of Political Science were accepted as formal faculty advice to the Chancellor. **RESOLUTION #12-02**

B. Faculty Governance Committee

Professor George Bailey (Biology), Chair of the Committee, presented first formal faculty advice on proposed revisions to the *ECU Faculty Manual*, Appendix F. Graduate School Organization.

Chair Walker reminded the Senators that the first item, Appendix F, was superseded by regulation [PRR #10.25.01 Governance of Graduate Academic Matters](#), which outlines the current graduate governance model that we have been working from this year. This includes the formation of the Graduate Council, formal advice from the Faculty Senate, and final approval by the Chancellor for all graduate curriculum and academic policies. The Graduate Council approved the current version of Appendix F, as revised by a working group. Dr. Gemperline met with the Faculty Governance Committee a few weeks ago regarding this section of the Faculty Manual. Today, the Faculty Governance committee brings it to the Faculty Senate for formal advice, which will be sent to the Chancellor for consideration. The Graduate Faculty will also vote on this section. Both Terry West, Chair of the Graduate Council, and Dr. Paul Gemperline are also here to answer questions.

Professor Anderson (Education) asked about Section C. Canvass stating that there is a commentary which talks about how canvassing can be done electronically or using paper ballots. She asked whether doing canvassing electronically would guarantee an anonymity of a faculty member participating in the voting and whether it was intended or necessary.

Professor Bailey replied that anytime we log onto the computer to conduct business, a technician in ITCS can find out what we did. So it is possible to track what we do. Persons concerned with the tracking can undermine the confidential vote on personnel matters leaving the faculty's anonymity compromised therefore the personnel matter would be compromised. He stated that with large units the canvassing would work well, but not for all units. He suggested that the Faculty Senate could ask IRCC to come up with a policy to prohibit this happening or ECU could go on record stating that the power the unit has to track votes if they choose would not be accessed unless due to legal matters. With SOIS now online, the impetus falls on the Faculty Senate if they think that more and more activities handled through electronics is a problem. Professor Bailey stated that someone should offer a motion to address this concern.

Professor Smith (Technology and Computer Science) stated that the reality is that paper ballots can also be compromised. He suggested that it be formalized so that everyone knows who has access to all employees' activities online, logging in, acting on emails, etc. He noted that this problem could be controlled and that the efficiency that electronic voting provides outweighs the risk.

Professor Anderson (Education) replied that she had received a request via email to vote yes or no and that the email vote was directed to an administrative assistant, who printed the individual votes out and placed them on her desk for all to see. She stated that she thought that practice was inappropriate and was very concerned if that became the norm. She stated that should would follow Professor Bailey's advice and put something together addressed to Chair Walker to address this concern.

Professor Wilson (Sociology) asked if there was a requirement that the Graduate Council send an agenda with all attachments to graduate faculty, like the Faculty Senate does? He stated that it would be very useful if graduate faculty could receive the agenda ahead of time. Professor West responded that the Graduate Council agenda was posted online a couple of weeks ahead of the meeting and noted that the Council's website was accessible through the Graduate School. He asked if Professor Wilson was interested in commenting on an upcoming agenda, he could always notify either Professor West of the actual academic unit.

Professor Wilson (Sociology) moved to include in Section II.B. Graduate Council that the Graduate Council meeting agendas be handled the same as Faculty Senate meeting agendas and be distributed electronically to all graduate faculty at least two weeks before the meeting. The motion passed.

Professor Malek (Medicine) stated that, in reference to the section on External Thesis and Dissertation Committee Members and the need for participants to have a terminal degree in the discipline, shouldn't membership be open to other disciplines. Dean Gemperline replied that this was not to exclude faculty. Dean Gemperline (Graduate School) suggested that the word "an appropriate" be added to the sentence in Section I.F. Membership to address this concern. Professor Malek then moved to change the sentence to read "The external member should have a terminal degree in an appropriate discipline or extensive professional experience." The motion passed.

The proposed revisions to the *ECU Faculty Manual*, Appendix F. Graduate School Organization were accepted as revised as formal faculty advice to the Chancellor. **RESOLUTION #12-03**

Professor Bailey then presented proposed revisions to the *ECU Faculty Manual*, Part II. University Organization, Subsection I. Organization of the University of North Carolina. Professor Sprague (Physics) offered an editorial revision relating to the "University of North Carolina at Pembroke". The editorial revision was accepted.

Following a brief discussion the proposed revisions to the *ECU Faculty Manual*, Part II. University Organization, Subsection I. Organization of the University of North Carolina were approved as editorially amended. **RESOLUTION #12-04**

Professor Bailey then presented proposed revisions to the *ECU Faculty Manual*, Part II. University Organization, Subsection III. University Policy. There was no discussion and the proposed revisions to the *ECU Faculty Manual*, Part II. University Organization, Subsection III. University Policy were approved as presented. **RESOLUTION #12-05**

Professor Bailey then presented proposed revisions to the *ECU Faculty Manual*, Part II. University Organization, Subsection V. Administrative Policy.

Professor Taggart (Music) stated opposition to the proposed revisions until the Faculty Senate knows how many administrative committees there really are. Chair Walker stated that faculty leaders have requested this information from the Provost and, at such time that they have this information organized, it will be linked in the *ECU Faculty Manual*. Professor Sprague (Physics) stated agreement with Professor Taggart's sentiments and noted that the Faculty Governance Committee thought it

was impractical if all administrative committees were listed (instead of one link) because this section of the manual would have to be revised each time there was a change in administrative committees.

Following brief discussion the proposed revisions to the *ECU Faculty Manual*, Part II. University Organization, Subsection V. Administrative Policy was approved as presented. **RESOLUTION #12-06**

Professor Bailey then presented proposed revisions to the *ECU Faculty Manual*, Part VI. General Personnel Policies, Section III.I. Grants, Contracts, and Cooperative Agreements. There was no discussion and the proposed revisions to the *ECU Faculty Manual*, Part VI. General Personnel Policies, Section III.I. Grants, Contracts, and Cooperative Agreements were approved as presented. **RESOLUTION #12-07**

Professor Bailey then presented proposed revisions to the *ECU Faculty Manual*, Part X. The Faculty Assembly of the University of North Carolina. There was no discussion and the proposed revisions to the *ECU Faculty Manual*, Part X. The Faculty Assembly of the University of North Carolina were approved as presented. **RESOLUTION #12-08**

Professor Bailey then presented proposed revisions to the *ECU Faculty Manual*, Part XI. The Code, The Board of Governors of the University of North Carolina. There was no discussion and the proposed revisions to the *ECU Faculty Manual*, Part XI. The Code, The Board of Governors of the University of North Carolina was approved as presented. **RESOLUTION #12-09**

C. University Curriculum Committee

Professor Donna Kain (English), Chair of the Committee presented curriculum and academic matters contained in the meeting minutes of [December 8, 2011](#) which include curricular actions within the School of Art and Design. There was no discussion and the curriculum and academic matters contained in the meeting minutes of [December 8, 2011](#) were approved as presented. **RESOLUTION #12-10**

D. Writing Across the Curriculum

Professor Elizabeth Swaggerty (Education), Chair of the Committee, presented curriculum matters contained in the meeting minutes of [November 14, 2011](#) which include removal of writing intensive WI designation for THEA 4040/4041 (effective Fall 2013). There was no discussion and the curriculum matters contained in the meeting minutes of [November 14, 2011](#) which include removal of writing intensive WI designation for THEA 4040/4041 (effective Fall 2013) was approved as presented. **RESOLUTION #12-11**

E. Foundations Curriculum and Instructional Effectiveness Committee

Professor Michael Brown (Psychology), a member of the Committee, presented first proposed revisions to the *ECU Faculty Manual*, Part V. Section I.A. Access to Student Educational Records. There was no discussion and the proposed revisions to the *ECU Faculty Manual*, Part V. Section I.A. Access to Student Educational Records were approved as presented. **RESOLUTION #12-12**

Professor Michael Brown then presented proposed revisions to the *ECU Faculty Manual*, Part V. Section I.O. Privacy of Student Educational Records. There was no discussion and the proposed

revisions to the *ECU Faculty Manual*, Part V. Section I.O. Privacy of Student Educational Records were approved as presented. **RESOLUTION #12-13**

F. Committee on Committees

Professor Catherine Rigsby (Geological Sciences), Chair of the Committee first reminded faculty members of the need for committee volunteers and the [process for volunteering](#). She then began her Committee report by presenting Professor Mamadi Corra (Sociology) as the nominee to fill the 2014 regular member opening on the Appellate Hearing Committee. With no further nominations, Professor Mamadi Corra was elected to serve on the Appellate Hearing Committee.

Professor Rigsby then presented Professor Mark Malley (Art and Design) as the nominee to fill the 2012 regular member opening on the Appellate Grievance Board. With no further nominations, Professor Mark Malley was elected to serve on the Appellate Grievance Board.

Professor Rigsby then presented nominees for the upcoming openings on the UNC Faculty Assembly. With no further nominations, the following faculty were elected to serve on the UNC Faculty Assembly.

New Faculty Assembly Delegates

Ralph Scott, Academic Library Services (2013 term)

Mark Taggart, Music (2015 term)

New Faculty Assembly Alternates

Britton Theurer, Music (2014 term)

Robert Kulesher, Allied Health Sciences (2015 term)

Professor Rigsby then presented a third reading for a proposed new Standing University Academic Committee entitled Service Learning Committee. It was noted that the first reading of the proposed new committee charge was held April 19, 2011 and the second on December 6, 2011 before being returned to the Committee for additional considerations. The Committee met and did not think that additional charge revisions were necessary and chose to present the same new committee charge as presented in December 2011. She noted that the Academic Council has been involved in the ongoing drafting of the current proposed committee charge and all had agreed to the proposed charge prior to presenting the second reading in December to the Faculty Senate.

Professor Roper (Medicine) asked what were the amendments that were proposed but not being considered. Professor Rigsby responded that she did not bring that information with her to the meeting since the Committee agreed to leave the charge as it was.

Professor Ballard (Child Development and Family Relations) replied that she was the one who proposed amendments to the new Committee charge in order to eliminate redundancy, align with other academic committee charges such as the Writing Across the Curriculum committee, and articulate what the Committee would do (e.g. reviews proposals). She noted that the Committee collaborates with the Volunteer Service Learning Center and does not review their activities, since this is the responsibility of the administrative leadership.

Following a brief discussion, the proposed new Standing University Academic Committee entitled Service Learning Committee was approved as presented. **RESOLUTION #12-14**

G. Educational Policies and Planning Committee

Professor Scott Gordon (Health and Human Performance) first presented curriculum and academic program matters included in the [December 9, 2011](#) meeting minutes, including:

- a. Proposed [Department Name Change](#) from Department of Rehabilitation Studies to Department of Addictions and Rehabilitation Studies within the College of Allied Health Sciences.
- b. Request for authorization to establish [distance education delivery of the MAEd in Reading Education](#) in the Department of Curriculum and Instruction within the College of Education.
- c. Request for authorization to establish a [MS in Network Technology](#) in the Department of Technology Systems within the College of Technology and Computer Science.
- d. Request for authorization to plan a [MS in Biomedical Engineering](#) in the Department of Engineering within the College of Technology and Computer Science.

There was no discussion and the curriculum and academic program matters included in the [December 9, 2011](#) meeting minutes, including (a) Proposed [Department Name Change](#) from Department of Rehabilitation Studies to Department of Addictions and Rehabilitation Studies within the College of Allied Health Sciences, (b) Request for authorization to establish [distance education delivery of the MAEd in Reading Education](#) in the Department of Curriculum and Instruction within the College of Education, (c) Request for authorization to establish a [MS in Network Technology](#) in the Department of Technology Systems within the College of Technology and Computer Science, and (d) Request for authorization to plan a [MS in Biomedical Engineering](#) in the Department of Engineering within the College of Technology and Computer Science were approved as presented. **RESOLUTION #12-15**

Professor Gordon then presented curriculum and academic program matters included in the [January 13, 2012](#), meeting minutes, including:

- a. Request to move and rename the Media Production (MPRD) concentration in the School of Communication to the [Cinematic Arts and Media Production \(CAMP\) concentration](#) in the BFA in Art Program within the School of Art and Design in the College of Fine Arts and Communication.
- b. Request to establish a new concentration in the PhD program in Biomedical Physics: Integrated PhD in Biomedical Physics and MS in Physics – [Medical Physics concentration](#) within the Department of Physics in the College of Arts and Sciences.

Professor Sprague (Physics) asked if the faculty were in agreement with the move of faculty from the School of Communication to the School of Art and Design. Professor Howard (Communication) responded that this move was acceptable to all; noting that the UNC funding structure actually served both programs well now as they are.

Following a brief discussion the curriculum and academic program matters included in the [January 13, 2012](#), meeting minutes, including (a) Request to move and rename the Media Production (MPRD) concentration in the School of Communication to the [Cinematic Arts and Media Production \(CAMP\) concentration](#) in the BFA in Art Program within the School of Art and Design in the College of Fine Arts and Communication and (b) Request to establish a new concentration in the PhD program in Biomedical Physics: Integrated PhD in Biomedical Physics and MS in Physics – [Medical Physics concentration](#) within the Department of Physics in the College of Arts and Sciences were approved as presented. **RESOLUTION #12-16**

H. Faculty Grievance Committee

Professor Jan Mayo (Academic Library Services), member of the committee, presented the proposed revisions to the *ECU Faculty Manual*, Appendix Y. Grievance Policies and Procedures. It was noted that, following Faculty Senate approval of proposed revisions in November 2011 (#11-89), additional revisions were requested by the Chancellor. The document presented for consideration contains additional revisions noted in **bold CAPS** and/or strikethrough. This proposed document will replace all of the current text in Appendix Y. There was no discussion and the proposed revisions to the *ECU Faculty Manual*, Appendix Y. Grievance Policies and Procedures were approved as presented.

RESOLUTION #12-17

Agenda Item VI. New Business

Professor Ross (Allied Health Sciences) asked about the recent email from the Faculty Welfare Committee detailing the role of faculty in classroom safety. He found the information inappropriate and not useful stating that faculty saw this as pushing responsibilities down to faculty. He noted that if faculty need the specific items noted in the flyer they should be provided for in the classroom.

Role of Faculty in Classroom Safety

When an emergency occurs in the classroom, students naturally look to the instructor for leadership, and your knowledge of the correct response is critical to a safe resolution of the emergency. The Faculty Welfare Committee, in cooperation with Tom Pohlman, Environmental Manager of the campus Environmental Health and Safety program, is providing this information in the first of a series of monthly e-mails to help you prepare for classroom emergencies.

What to do before the semester starts:

- Know how to report an emergency from your classroom or lab.
- Learn where at least two evacuation routes are from your classroom.
- Determine how you will secure the classroom in case of a lockdown.
- Decide how you can/will receive emergency alerts. Register at www.ecu.edu/alert.
- Know where your designated evacuations assembly point is or designate an evacuation assembly point for your class in case of evacuation. (At least 100 paces from the building.)
- Determine where you will take your class to shelter from severe weather. More information at <http://www.ecu.edu/cs-admin/oehs/emergency/Tornado-Safe-Procedures.cfm>

Recommended items for instructors to take to class:

- A charged cell phone or similar communication device.
- List of important phone numbers (punch card from Student Safety [Lockdown] flier).
- Small flashlight
- Door stop if your classroom does not have an inside locking device.

During the first week of class, tell your students what you will expect in case of:

- Fire
- Severe Weather

- Lockdown (hostile intruder)
- Hazardous material spill (if in a lab setting)
- Consider including safety procedures in your syllabus.

As faculty, you should familiarize yourself with these procedures and do your part to help keep our campus safe. For more information, see the ECU Emergency Response and Preparedness Web site at <http://www.ecu.edu/police/erp>.

Professor Christian (Business) noted that he did not think the issues addressed in the email were trivial. During the recent lockdown, he witnessed a faculty member leaving a freshman class alone with the door alone. He thinks that more faculty training is necessary to not let that happen again.

Professor Sprague (Physics) stated that he strongly recommend that Professor Ross address his concerns in a written format and present it to the Agenda Committee for consideration during the February Faculty Senate meeting.

Professor Taggart (Music) stated that in order for someone to bring new business before the Faculty Senate (without first going through the Agenda Committee) requires a two-thirds vote of Faculty Senators present and voting.

Professor Brown (Psychology) stated that if there are requirements in order to consider new business, why does Chair Walker ask for new business each time. He noted that as soon as someone brings up new business, someone else states that it needs to be forwarded to the Agenda Committee for consideration. He noted that the process is confusing and needs clarification.

Professor Fitzgerald (Medicine) replied that in order for faculty to prepare for discussion on a new item of business, Senators need to know if possible ahead of time.

Professor Ross (Allied Health Sciences) moved that the information from the Faculty Welfare Committee detailing the role of faculty in classroom safety be considered a part of the February 21, 2012 Faculty Senate meeting agenda and that the Committee be available to address faculty concerns. The motion passed.

There was no further business to come before the body at this time.

The meeting adjourned at 4:30 p.m.

Respectfully submitted,

Hunt McKinnon
Secretary of the Faculty
Department of Interior Design and Merchandising

Lori Lee
Faculty Senate

FACULTY SENATE RESOLUTIONS APPROVED AT THE JANUARY 24, 2012, MEETING

- #12-01 Request that Parking and Traffic Services consider a policy to allow requests for priority "A" parking with consideration of work hours, gender, disability or other reasonable concerns.
Disposition: Chancellor
- #12-02 Formal faculty advice on curriculum and academic matters contained in the Graduate Curriculum Committee meeting minutes of [October 19, 2011](#), [November 2, 2011](#), [November 16, 2011](#), and [December 7, 2011](#).
- #12-03 Formal faculty advice on proposed revisions to the *ECU Faculty Manual*, [Appendix F](#). Graduate School Organization.
Disposition: Chancellor
- #12-04 Revisions to the *ECU Faculty Manual*, Part II. University Organization, Subsection I. [Organization of the University of North Carolina](#).
Disposition: Chancellor
- #12-05 Revisions to the *ECU Faculty Manual*, Part II. University Organization, Subsection III. [University Policy](#).
Disposition: Chancellor
- #12-06 Revisions to the *ECU Faculty Manual*, Part II. University Organization, Subsection V. [Administrative Policy](#).
Disposition: Chancellor
- #12-07 Revisions to the *ECU Faculty Manual*, Part VI. General Personnel Policies, Section III.I. [Grants, Contracts, and Cooperative Agreements](#).
Disposition: Chancellor
- #12-08 Revisions to the *ECU Faculty Manual*, Part X. The [Faculty Assembly](#) of the University of North Carolina.
Disposition: Chancellor
- #12-09 Revisions to the *ECU Faculty Manual*, Part XI. The Code, The [Board of Governors](#) of the University of North Carolina.
Disposition: Chancellor
- #12-10 Curriculum and academic matters contained in the University Curriculum Committee meeting minutes of [December 8, 2011](#).
Disposition: Chancellor
- #12-11 Curriculum matters contained in the Writing Across the Curriculum Committee meeting minutes of [November 14, 2011](#).
Disposition: Chancellor

- #12-12 Revisions to the *ECU Faculty Manual*, Part V. [Section I.A. Access](#) to Student Educational Records.
Disposition: Chancellor
- #12-13 Revisions to the *ECU Faculty Manual*, Part V. [Section I.O. Privacy](#) of Student Educational Records.
Disposition: Chancellor
- #12-14 Charge for new standing University Academic Committee entitled [Service Learning](#) Committee.
Disposition: Chancellor
- #12-15 Curriculum and academic program matters included in the [December 9, 2011](#) meeting minutes, including (a) Proposed [Department Name Change](#) from Department of Rehabilitation Studies to Department of Addictions and Rehabilitation Studies within the College of Allied Health Sciences, (b) Request for authorization to establish [distance education delivery of the MAEd in Reading Education](#) in the Department of Curriculum and Instruction within the College of Education, (c) Request for authorization to establish a [MS in Network Technology](#) in the Department of Technology Systems within the College of Technology and Computer Science, and (d) Request for authorization to plan a [MS in Biomedical Engineering](#) in the Department of Engineering within the College of Technology and Computer Science
Disposition: Chancellor
- #12-16 Curriculum and academic program matters included in the [January 13, 2012](#), meeting minutes, including (a) Request to move and rename the Media Production (MPRD) concentration in the School of Communication to the [Cinematic Arts and Media Production \(CAMP\) concentration](#) in the BFA in Art Program within the School of Art and Design in the College of Fine Arts and Communication and (b) Request to establish a new concentration in the PhD program in Biomedical Physics: Integrated PhD in Biomedical Physics and MS in Physics – [Medical Physics concentration](#) within the Department of Physics in the College of Arts and Sciences.
Disposition: Chancellor
- #12-17 Additional revisions to the *ECU Faculty Manual*, [Appendix Y](#). Grievance Policies and Procedures.
Disposition: Chancellor