

**EAST CAROLINA UNIVERSITY  
2012-2013 FACULTY SENATE**

The third regular meeting of the 2012-2013 Faculty Senate will be held on  
**Tuesday, November 6, 2012**, at 2:10 in the Mendenhall Student Center Great Room:

**FULL AGENDA**

- I. Call to Order
- II. Approval of Minutes  
  
October 2, 2012
- III. Special Order of the Day
  - A. Roll Call
  - B. Announcements
  - C. Steve Ballard, Chancellor
  - D. Phyllis Horns, Vice Chancellor for Health Sciences
  - E. Terry Holland, Director of University Athletics
  - F. David Dosser, Faculty Athletics Representative  
Report on University Athletic Committee's Academic Integrity Subcommittee
  - G. Mark Sprague, Chair of the Faculty
  - H. Ralph Scott, UNC Faculty Assembly Delegate  
Report on the October 26, 2012 UNC Faculty Assembly Meeting.
  - I. Approval of the Fall 2012 Graduation Roster, including honors program graduates.
  - J. Question Period
- IV. Unfinished Business  
Writing Across the Curriculum Committee, Hector Garza  
Curriculum matters included in the September 10, 2012 meeting minutes, including THEA 3021, Writing Solo Performance.
- V. Report of Graduate Council, Terry West  
Formal faculty advice on curriculum and academic matters contained in the September 19, 2012 and October 3, 2012 Graduate Curriculum Committee meeting minutes, including items within the College of Nursing, School of Medicine, Department of Mathematics, and Center for Sustainable Tourism.

VI. Report of Committees

A. University Curriculum Committee, Reece Allen

1. Curriculum and academic matters contained in the [September 27, 2012](#), and [October 11, 2012](#) meeting minutes, including items within the Departments of Geography, English, and Child Development and Family Relations and Schools of Theatre and Dance and Communication.
2. Committee Action on [Course Proposal Form](#) in relation to the new +/- grading system.

B. Service Learning Committee, Kylie Dotson-Blake

Curriculum matters contained in the [October 16, 2012](#) meeting minutes, including service learning designation for [HNRS 2116](#), Living Green: The World between Technology & Humanity (including revised course information) and [IDSN 4700](#), Problems in Interiors (including revised course information).

C. Educational Policies and Planning Committee, Ed Stellwag

Curriculum and Academic Program matters included in the [October 12, 2012](#), meeting minutes, including a new undergraduate [Certificate in Teaching English to Speakers of Other Languages](#) within the Department of English, moving a graduate [Certificate in Assistive Technology](#) from the College of Allied Health Sciences to the College of Education, and discontinuing a [Minor in Worksite Health Promotion](#) within the College of Health and Human Performance.

D. Committee on Committees, Britton Theurer

Second reading of proposed revisions to the Research/Creative Activity Grants Committee Charge (attachment 1).

E. Foundations Curriculum and Instructional Effectiveness Committee, Mike Brown

1. Request to remove foundations credit from several Department of [Philosophy courses](#) and Department of [Political Science courses](#).
2. Revise Student Perception of Teaching Survey (SPOTS) Face-to-Face Form (attachment 2).

F. Faculty Welfare Committee, Rachel Roper

Formal faculty advice on University Behavioral Concerns Team Interim Regulation (attachment 3).

VII. New Business

**COMMITTEE ON COMMITTEES REPORT**  
**Second Reading of Proposed Revisions to the**  
**Research/Creative Activity Grants Committee Charge**

(Additions are noted in **bold** print and deletions in ~~strikethrough~~.)

1. Name: Research/Creative **Activities** ~~Activity Grants~~ Committee

2. Membership:

14 elected faculty members.

Ex-officio members (with vote): The Chancellor or an appointed representative, the Provost or an appointed representative, the Vice Chancellor for Health Sciences or an appointed representative, the Vice Chancellor for Research **and Graduate Studies** or an appointed representative, the Chair of the Faculty and one faculty senator selected by the Chair of the Faculty.

The membership of the committee shall serve according to their disciplinary expertise. Ideally This would include ~~seven~~ **six** members from the College of Arts and Sciences, with at least two each from Humanities, Social Sciences, and the Sciences/Math, and ~~seven~~ **eight** members from the Professional Schools and other academic units, with no more than ~~one~~ **two** from each professional school. Each member shall have demonstrated accomplishment in scholarship, research, **and/or** creative activity, ~~as evidenced by data submitted for each person nominated by the Committee on Committees or from the floor of the Faculty Senate.~~

The chair of the committee may invite resource persons as necessary to realize the committee charge. The chair of the committee may appoint such subcommittees as he or she deems necessary.

3. Quorum: 8 elected members exclusive of ex-officio.

4. Committee Responsibilities:

~~A. The committee recommends policies and procedures governing the grant application process, criteria for the awarding of grants, guidelines for the use of research funds, and procedures for annual reporting by grant recipients.~~

~~B. The committee recommends the funding of meritorious research/creative activity proposals. Members of the committee are not permitted to submit proposals for the committee's consideration.~~

**A. The committee considers matters related to the scholarly activity of the University, including at least the following:**

- 1. Activities to improve and promote professional scholarly productivity of faculty members;**
- 2. Procedures and policies governing research and/or creative activities;**
- 3. Any proposed changes in existing policies affecting research and creative activities of faculty members of the University.**

B. The committee recommends the funding of meritorious **internal** research/creative activity proposals **for the research/creative activity awards program.**

1. **Provided that funding is expected to be available, the committee shall solicit proposals for research/creative activities from eligible faculty.**
2. **The committee shall recommend the funding of meritorious internal research/creative activity proposals.**
3. **Each year, the committee shall collect and review reports of research/creative activity from any award recipients from the previous year.**
4. **Members of the committee are not permitted to submit proposals.**

~~The committee recommends policies and procedures governing the grant application process, criteria for the awarding of grants, guidelines for the use of research funds, and procedures for annual reporting by grant recipients. Members of the committee are not permitted to submit proposals for the committee's consideration.~~

~~C. The Committee reviews at least annually those sections within the *University Undergraduate Catalog* that corresponds to the Committee's charge and recommends changes as necessary.~~

5. To Whom The Committee Reports:  
**The committee reports its recommendations from these considerations to either the Faculty Senate or the appropriately charged university standing committee.**

The committee reports its recommendations of research/creative activity grant proposals to be funded to the vice chancellor **for research and graduate studies** and reports the final list of funded proposals to the Faculty Senate. The committee makes recommendations concerning the policies and procedures governing research/creative activity **grant** proposals to the Faculty Senate.

6. How Often The Committee Reports:  
The committee reports to the Faculty Senate at least once a year and at other times as necessary.

7. Power Of The Committee To Act Without Faculty Senate Approval:  
The committee is empowered to make recommendations regarding the funding of research proposals.

8. Standard Meeting Time:  
The committee **will establish a standard meeting schedule at its first meeting of the academic year.** ~~does not have a standard meeting time~~

**FOUNDATIONS CURRICULUM AND INSTRUCTIONAL EFFECTIVENESS COMMITTEE REPORT**  
 Student Perception of Teaching Survey (face-to-face courses)

Recommendation

Add questions #21, #22, #23 (noted in highlight) to the previously approved SPOTS Face-to-Face Form to coincide with the recently approved SPOTS Laboratory Course Form, the SPOTS Field-Based Course Form, and the SPOTS Distance Education Course Form. All four forms will be implemented beginning Spring 2013.

Student Perception of Teaching Survey (face-to-face courses)

- |  |        |
|--|--------|
| 1. The instructor cancelled class fewer than 3 times.  | Y/N/NA |
| 2. The instructor consistently started and ended class on time.  | Y/N/NA |
| 3. The course was well organized.  | Y/N/NA |
| 4. The instructor showed enthusiasm for the course content and student learning.                         | Y/N/NA |
| 5. Presentations and other activities were usually engaging.   | Y/N/NA |
| 6. The instructor stimulated my interest in the course topics.   | Y/N/NA |
| 7. Instructional technology used in this course contributed to my understanding of the course material.  | Y/N/NA |
| 8. The instructor's speech was understandable.   | Y/N/NA |
| 9. The pace of instruction allowed me time to take notes.  | Y/N/NA |
| 10. The instructor encouraged questions during class sessions.   | Y/N/NA |
| 11. The instructor was available to help if I asked for assistance.                                      | Y/N/NA |
| 12. The instructor was encouraging about my ability to learn course material.                            | Y/N/NA |
| 13. The instructor treated students respectfully.  | Y/N/NA |
| 14. The instructor made it clear what was expected on graded assignments.                                | Y/N/NA |
| 15. Tests and graded assignments were on material covered in the course.                                 | Y/N/NA |
| 16. Tests and assignments were evaluated and returned in time to be useful to me for future assignments. | Y/N/NA |
| 17. The topics presented in the course were covered as stated in the syllabus.                           | Y/N/NA |
| 18. The readings and assignments covered the course content.   | Y/N/NA |
| 19. The instructor's explanation of course content was clear.  | Y/N/NA |
| 20. Compared to other courses I've taken at ECU the amount of work in this course was:                   |        |

1	2	3	4	5
Not Demanding				Very Demanding

21. On the average, how many hours per week have you spent on this course outside of class?  
 0-2 hours 3-4 hours 5-6 hours 7-8 hours 9 or more hours

22. What is your current class level?  
 Freshman Sophomore Junior Senior Graduate Other

23. Which reason best describes why you have taken this course?  
 It is an elective course  
 It is a choice among required options  
 No other options available  
 It is specifically required

24. What do you feel are the strengths of this course?  
 25. What would you change to improve this course?  
 26. Additional Comments.

**FACULTY WELFARE COMMITTEE REPORT**

Formal Faculty Advice on University Behavioral Concerns Team Interim Regulation

**History:** December 8, 2011; Revised May 4, 2012

**Related Policies:** Faculty Manual, Part V., I, Y, Disruptive Academic Behavior:

Disruptive Academic Behavior

Student Code of Conduct

Voluntary Medical and Psychological Withdrawal policies (for students)

Involuntary Protective Withdrawal (of students)

Campus Housing policies/contract

Employee Return to Work/Fit For Duty protocol (scroll down the page)

**Additional References:** Office of Prospective Health Behavioral and Concerns Team Threat Assessment and Intervention Resource Material (manual --Available from Team chair)

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1. Introduction. The University Behavioral Concerns Team is established to receive, collect, consider, and advise upon information on behavior of concern exhibited by a student or group of students, faculty or staff member, or unaffiliated persons to the campus. The Team is advisory only and does not have authority to impose requirements on students, faculty, staff or other persons of concern. The Team members are selected for their expertise and are trained in threat assessment. Within strict parameters of confidentiality as explained in this regulation, the Team reviews all available relevant evidence, speaks with the individual of concern as appropriate, and makes recommendations to affected University departments and thereby serves as a source of interdisciplinary advice to administrators. Based on their training and expertise and the serious nature of the concerns and potential outcomes, their assessments and recommendations must be strongly considered and promptly acted upon. The Team supports all departments and individuals on campus and evaluates any individual of concern, including undergraduate and graduate students of the University, faculty, staff and other persons of concern.

2. Reporting. Members of the ECU community should report any situation involving a member of the campus community that could result in harm to anyone at the University.

2.1. Imminent Threat. If such a situation appears to be an imminent threat to safety and security (such as violence to others) it should be reported immediately to the ECU Police Department by calling 911.

2.2. Other Threats. Any situation of concern not deemed to be imminently dangerous, yet still of concern, should be reported to ECU Cares at (252) 737-5555, through the online reporting form located at [www.ecu.edu/dos](http://www.ecu.edu/dos), or to the UBCT Chair at 328-9297.

3. Objective, Process and Resources.

3.1. Objective. The Team will use investigation, reasoned risk analysis and recognized threat assessment techniques, and recommendations for the provision of supportive intervention services

through the development and proposal of individual action plans, when needed, to maintain a safe environment for the University community.

3.2. Referrals and Intake. Information about individuals of concern that does not rise to the level of an imminent threat should be forwarded to the UBCT Chair by faculty, staff, and students.

3.2.1. The Team encourages referrals by phone, by email, in person or through the ECU Cares website from any individual or group of individuals who has concern about a member of the campus community.

3.2.2. If the Team receives information that is more appropriately addressed and processed by another campus entity, the Team will not conduct a risk analysis, but will forward the information to that entity.

3.3. Materials and Reports. In addition to drawing on the knowledge of the Team members, the Team may utilize the opinions and reports from other University personnel or outside independent professionals, such as physicians and licensed psychologists or psychiatrists, in an effort to obtain a better understanding of an individual situation.

3.3.1. Examples of members of the campus community that the Team may seek out for interviews or reports include roommates, close friends, family, past and current instructors, coaches, Residence Advisers (RAs), supervisors, and colleagues.

3.3.2 At times the Team may request permission from the individual of concern to review past medical or psychological records or care providers' reports as part of its evaluation process.

3.3.3 The Team may recommend independent and/or on-campus medical or psychological assessment by licensed professionals in an effort to obtain the most complete information on which to base its recommendations.

3.3.4 The Team may recommend ongoing or interim reports by such professionals as an essential monitoring aspect of the individual action plans.

3.4 Procedures.

3.4.1 The Team meets regularly during the Fall and Spring semesters and as needed in the summer.

3.4.1.1 The Team will also meet on an emergency basis as needed to review reports concerning disruptive, inappropriate, and/or threatening behavior exhibited by individuals of concern.

3.4.2 Upon receipt of a referral or report about an individual of concern, the Team conducts a risk analysis to determine if it will recommend a finding that the individual poses a threat to the University community. The Team considers:

3.4.2.1 the reported behavior (including any communications about intent to harm or plans for an attack, access to or interest in weapons)

3.4.2.2 the individual's past performance, including history of violence and past disciplinary/behavioral problems

3.4.2.3 contributing factors such as: past and ongoing medical or psychological conditions; documented disability; known existing stressors, and if there is an existing support system

3.4.3 The Team determines the level of risk presented by the behavior of concern by assessing the initial concern, and a review of additional corroborating evidence, any history of concerning behavior, and other relevant information as deemed appropriate.

3.4.4 Based on this determination, the Team develops an intervention plan with strategies to address the identified level of risk, which is recommended to appropriate administrators. The Team will recommend a plan of action based on its judgment and belief that it is more likely than not:

3.4.4.1 that the recommended plan will have a positive effect on the individual of concern, reducing the threat to the University community; and

3.4.4.2 the plan presents the best available option under the circumstances for both the individual of concern and the greater University community.

3.5 Details of Intervention plans. Intervention plans may include, but are not limited to, recommendations such as the following:

3.5.1 Referrals to resources and appropriate on- and off-campus agencies

3.5.2 Mandates for Center for Counseling and Student Development or external psychological evaluations (for students)

3.5.3 Meetings with the Office of Students Rights and Responsibilities (for students)

3.5.4 Voluntary or involuntary withdrawal (for students)

3.5.5 Consultation with unit administrator or other appropriate supervisor about effective strategies to address the behaviors of concern

3.5.6 A timeframe for updating the Team on the progress of the intervention plan (i.e. update weekly, in two weeks, in a month, etc.).

3.6 Monitoring and Follow-up.

3.6.1 For student behavior, the implementation and outcome of the plan will be coordinated and monitored by the Student Affairs Case Manager.

3.6.2 For employee behavior, the implementation and outcome of the plan will be coordinated with the appropriate Human Resources/Personnel administrator (e.g., the Associate Provost for Personnel and Resource Administration, the Associate Vice Chancellor for Health Sciences Personnel Administration) or the Director of Employee Relations and Staff Development) who will assist the UBCT Chair with advising the appropriate supervisor of the employee of concern.

3.6.2.1 The plan will be monitored through communication between the supervisor of the employee of concern and, as designated in the plan, either the UBCT Chair or the Human Resources/Personnel representative on the Team.

4 Confidentiality and Information Sharing.

4.1 Team proceedings, consistent with law and University policy, remain confidential.

4.2 To the extent allowed by and consistent with applicable laws, the Team will also determine on a case-by-case basis who, within the University or external to it, needs to be given information in order to better protect the safety of the individual of concern, the University community, and/or others.

4.3 The Team may inform the individual of concern of the intent to notify those people as a condition of an individual action plan.

5 Available Resources.

5.1 Students. The Team is only one of several possible resources that are available to provide assistance and support. Others include, but are not limited to

5.1.1 the Dean of Students Office;

5.1.2 Disability Support Services;

5.1.3 the Center for Counseling and Student Development;

5.1.4 Victim Services;

5.1.5 Student Health Service;

5.1.6 the Pirate Tutoring Center; and

5.1.7 the Academic Advising Center.

5.2 Faculty and Staff. The Team is only one of several possible resources that are available to provide assistance and support. Others include, but are not limited to

5.2.1 The Employee Assistance Program, or EAP, provides mental health services and support in



conjunction with standard employee benefits through the State Health Plan. More information about the EAP can be obtained by contacting the ECU Department of Human Resources.

5.2.2 Disability Support Services;

5.2.3 Victim Services; and

5.2.4 Office for Faculty Excellence.

## 6 Membership

All members of the Team must have expertise in a field related to the Team's purpose, a proven record in maintaining confidentiality and ethical standards and documentation verifying completion of threat assessment training from an approved provider. Threat assessment training must be completed within 90 calendar days of joining the team. The Team is divided to operate as two functioning subgroups when possible and appropriate to the situation and considering the expertise of team members. One subgroup assesses student behavior of concern, while the other subgroup assesses employee behavior of concern. At times, some or all persons from both subgroups may operate collectively to assess individuals exhibiting concerning behavior, including but not limited to situations involving individuals who are neither students nor employees, or who have dual roles, such as an employee who is also a student.

6.1 The members of the Student subgroup include:

6.1.1 Director for Student Safety & Services (chair), Office of the Dean of Students

6.1.2 Associate Dean of Students

6.1.3 Director, Center for Counseling & Student Development

6.1.4 Director, Disability Support Services

6.1.5 Director, Office of Student Rights & Responsibilities

6.1.6 Director, Residence Life

6.1.7 Director, Student Health Services

6.1.8 Student Affairs Case Manager

6.1.9 Enterprise Risk Manager, Office of Enterprise Risk Management

6.1.10 Faculty Member, Health Sciences Campus

6.1.11 Faculty Member, East Campus

6.1.12 Public Safety Supervisor, ECU Campus Police

6.2 The members of the Personnel subgroup include:

6.2.1 Director for Student Safety & Services (chair), Office of the Dean of Students

6.2.2 Associate Provost for Equity and Diversity

6.2.3 Associate Provost for Personnel & Resource Administration

6.2.4 Associate Vice Chancellor for Personnel Administration

6.2.5 Director, Disability Support Services

6.2.6 Director, Employee Relations and Staff Development

6.2.7 Assistant Vice Chancellor of Human Resources

6.2.8 Case Manager

6.2.9 Enterprise Risk Manager, Office of Enterprise Risk Management

6.2.10 Faculty Member, Health Sciences Campus

6.2.11 Faculty Member, East Campus

6.2.12 Public Safety Supervisor, ECU Campus Police

6.2.13 Director, Office of Prospective Health

6.3 Faculty members serving on the team will be determined by the Chancellor after consultation with the Chair of the Faculty.

6.4 Personnel Administration members serving on the team will rotate annually between the Associate Provost for Personnel & Resource Administration in the Division of Academic Affairs and the Associate Vice Chancellor for Personnel Administration in the Division of Health Sciences.

6.5 Representatives from the University Attorney's Office may serve in an advisory capacity.