

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

The fourth regular meeting of the 2012/2013 Faculty Senate will be held on
Tuesday, December 4, 2012, at 2:10 p.m.
in the East Carolina Heart Institute, Banquet Room A

(located at 115 Heart Drive, #248 on map linked [here](#)).

(Enter front entrance of building, go through doors, past the information desk, and go to the right to Banquet Room A.)

PLEASE NOTE CHANGE IN MEETING LOCATION.

AGENDA

- I. **Call to Order**
- II. **Approval of Minutes**
[November 6, 2012](#)
- III. **Special Order of the Day**
 - A. Roll Call
 - B. Announcements
 - C. Steve Ballard, Chancellor
 - D. Marilyn Sheerer, Vice Chancellor for Academic Affairs
 - E. Mark Sprague, Chair of the Faculty
 - F. Mark Taggart, UNC Faculty Assembly Delegate
Report on the November 30, 2012 Faculty Assembly Meeting.
 - G. Puri Martinez, UNC Faculty Advisory Council on Strategic Planning
Report on UNC Strategic Long-Range Planning Process
 - H. Question Period
- IV. **Unfinished Business**
- V. **Report of Graduate Council**
Formal faculty advice on curriculum and academic matters contained in the [October 17, 2012](#) Graduate Curriculum Committee meeting minutes, including items within the College of Nursing and Department of Mathematics.
- VI. **Report of Committees**
 - A. University Curriculum Committee, Donna Kain
Curriculum matters contained in the [October 25, 2012](#) meeting minutes, including items within the Departments of Chemistry and Geological Sciences and School of Music.

- B. Writing Across the Curriculum Committee, Hector Garza
Curriculum matters included in the [November 12, 2012](#) meeting minutes, including the removal of WI designation for PLAN 3022, History and Theory of Planning, MKTG 4662, Marketing Research and MKTG 4992, International Marketing.
- C. University Libraries Committee, Robert Campbell
Update on continued discussion on restructuring the libraries.
- D. Calendar Committee, Charles Lesko
Discussion on possible creation of two University calendars (academic and administrative) and moving the two days of Fall break to Thanksgiving break.
- E. Unit Code Screening Committee, Patricia Anderson
Report on new review process including format, cover/signature page, etc. (attachment 1).
- F. Educational Policies and Planning Committee, Ed Stellwag
Curriculum and Academic Program matters included in the [November 9, 2012](#) meeting minutes, including the [Department of Computer Science](#) unit academic program review.
- G. Agenda Committee, Christine Zoller
Proposed 2013-2014 Faculty Senate and Agenda Committee meeting dates (attachment 2).
- H. Committee on Committees, Britton Theurer
 - 1. First reading of proposed revisions to the following academic committee charges:
 - a. Student Scholarships, Fellowships, and Financial Aid Committee (attachment 3).
 - b. Committee on Committees (attachment 4).
 - c. Admission and Retention Policies Committee (attachment 5).
 - d. Calendar Committee (attachment 6).
 - e. Student Academic Appellate Committee (attachment 7).
 - f. Libraries Committee (attachment 8).
 - g. University Athletics Committee (attachment 9).
 - h. Educational Policies and Planning Committee (attachment 10).
 - i. Foundations Curriculum and Instructional Effectiveness Committee (attachment 11).
 - j. University Curriculum Committee (attachment 12).
 - 2. For information only report on editorial revisions made to standing University Academic Committees to reflect new text locations within the *ECU Faculty Manual*, including:
 - a. [Agenda Committee](#)
 - b. [Faculty Governance Committee](#)
 - c. [Unit Code Screening Committee](#)

VII. New Business

**Faculty Senate Agenda
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Attachment 1.**

UNIT CODE SCREENING COMMITTEE REPORT
General Guidelines for Writing and Revising A Unit Code of Operation

Unit codes should be developed and revised according to the *ECU Faculty Manual*, [Part IV](#), Section I. Academic Code Units and Section II. Unit Codes. In an effort to make the process easier, below are links to templates for use by academic units. As of October 17, 2012, all unit codes submitted to the Committee must conform to the Committee's revised templates. A unit code that does not conform will be returned to its unit.

Unit codes may include additional relevant sections as long as they conform in the same relative order as the [Unit Code of Operation Format](#). Academic units must submit clean copies of its code documents to the Committee. A unit may choose to submit explanatory documents along with its code (such as a table of changes) but this is not required.

Faculty are encouraged to contact Professor [Patricia Anderson](#), Chair of the Unit Code Screening Committee with any questions or concerns as they go through the drafting process.

[Unit Code of Operation Format](#)

<p>Review and approval of new and revised unit codes involve the Unit Code Screening Committee</p> <p>Note: The code revision cycle is 5 years as noted in the <i>ECU Faculty Manual</i>, Part IV, section II.F</p> <p>Memo requesting approval of a new or revised unit code of operation</p> <p>Cover/Signature Page for a new or revised unit code of operation</p>	<p>Review and approval of provisional unit codes involve the Educational Policies and Planning Committee</p> <p>Memo requesting approval of a provisional unit code of operation</p> <p>Cover/Signature Page for a provisional unit code of operation</p>
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A **PDF electronic copy** of all information should be sent to the appropriate committee via the Faculty Senate office at faculty senate@ecu.edu. In addition, **15 printed copies** of the memo, cover/signature page, and new, revised or provisional unit code should be forwarded to the appropriate committee via the Faculty Senate office (140 Rawl Annex, 109 mail stop). The appropriate committee will meet on the following days during the academic year and submission of materials must be received at least ONE WEEK prior to the scheduled committee meeting. Upon receipt, the appropriate committee chairperson will acknowledge whether there is room on the committee agenda for the code screening or whether the screening must be postponed to a later meeting.

<p align="center"><u>Unit Code Screening Committee</u> 3:30-5:30 pm December 5, 2012 January 16, 2013 February 20, 2013 March 20, 2013 April 17, 2013</p>	<p align="center"><u>Educational Policies and Planning Committee</u> 1:00-2:30 pm December 7, 2012 February 8, 2013 March 8, 2013 April 12, 2013</p>
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**Faculty Senate Agenda
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Attachment 2.**

AGENDA COMMITTEE REPORT

Proposed 2013-2014 Faculty Senate and Agenda Committee Meeting Dates

2013/2014 University Academic Calendar			
August 20	Classes Begin	January 13	Classes Begin
September 2	State Holiday	January 20	State Holiday
September 3	Holiday Make up Day	March 9-16	Spring Break
October 5-8	Fall Break	March 24-27	Early Registration
October 21-25	Early Registration	April 18	State Holiday
November 27- December 1	Thanksgiving Break	April 29	Holiday Make up Day
December 3	Classes End	April 29	Classes End
December 4	Reading Day	April 30	Reading Day
December 5-12	Exams	May 1-8	Exams

Agenda Committee will meet:	Faculty Senate will meet:
August 27, 2013	September 10, 2013
September 24, 2013	October 1, 2013
October 15, 2013	November 5, 2013
November 19, 2013	December 3, 2013
January 14, 2014	January 28, 2014
February 11, 2014	February 25, 2014
March 4, 2014	March 18, 2014
April 1, 2014	April 15, 2014
	April 22, 2014 (2014/15 organizational mtg.)

COMMITTEE ON COMMITTEES REPORT
First Reading of Proposed Revisions to the
Student Scholarships, Fellowships, and Financial Aid Committee Charge

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

1. Name: Student Scholarships, Fellowships, and Financial Aid Committee
2. Membership:
7 elected faculty members.
Ex-officio members (with vote): The Chancellor or an appointed representative, the Provost or an appointed representative, **the Director of Financial Aid**, the Chair of the Faculty, one faculty senator selected by the Chair of the Faculty, and one student member from the Student Government Association.

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: 4 elected members exclusive of ex-officio.
4. Committee Responsibilities:
 - A. The committee recommends policy guidelines for granting scholarships, fellowships, and other financial aid programs.
 - B. The committee recommends recipients of specified student financial aid and student scholarships.
 - C. The committee **advocates for students to have up-to-date and easily accessible information about scholarships and fellowships** ~~keeps up-to-date information on scholarships and fellowships available to students.~~
 - D. The committee reviews **an annual report from the Director of Financial Aid on** ~~periodically~~ the overall operation of the **Office of Student Financial Aid Office**.
 - E. **The committee works with the Honors College in their scholarship selection and awarding process.** ~~Committee members can participate in the Scholarship Weekend activities.~~
 - F. **The committee works with the Admissions/Enrollment Services offices on the implementation of scholarships for new, entering freshman.**
 - G. The Committee reviews at least annually those sections within the *University Undergraduate Catalog and Graduate Catalog* that correspond to the Committee's charge and recommends changes as necessary.
5. To Whom The Committee Reports:
The committee makes its recommendations concerning policies and procedures to the Faculty Senate. The committee recommends recipients of specified student financial aid scholarships to the Director of Financial Aid. The committee recommends recipients of other specified student scholarships to the appropriate authorities, as needed.
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 granting of specified student financial aid scholarships. **The committee is empowered to make recommendations to the Honors College regarding scholarship selection and awarding process. The committee is empowered to make recommendations to Admissions/Enrollment Services offices on the implementation of scholarships for new, entering freshman.**
8. Standard Meeting Time:
The committee meeting time is scheduled for the fourth Monday of each month.

**Faculty Senate Agenda
December 4, 2012
Attachment 4.**

COMMITTEE ON COMMITTEES REPORT
First Reading of Proposed Revisions to the
Committee on Committees Charge

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

1. Name: Committee on Committees
2. Membership:
6 **7** elected faculty members, ~~3 of whom~~ are elected to the committee by the Faculty Senate for ~~two-year terms~~ at the organizational meeting of the Faculty Senate each spring semester. Ex-officio members (with vote): the Chair of the Faculty, the immediate Past Chair of the Committee on Committees, and the immediate Past Chair of the Faculty in residence, ~~who shall not serve in the event of the reelection of the present chairperson.~~
3. Quorum: 4 elected members exclusive of ex-officio.
4. Committee Responsibilities:
 - A. The committee considers the overall structure of all Faculty Senate committees, the membership of these committees, and continuity within the membership of each committee.
 - B. The committee studies and evaluates the functions of Faculty Senate committees and recommends changes in these functions as well as the creation of new committees and the elimination of old committees as deemed necessary or desirable.
 - C. At the Faculty Senate organizational meeting each spring the committee recommends to the Faculty Senate slates of candidates to fill vacancies on all committees except Agenda **and** Committee on Committees, ~~Due Process, Grievance Board, Hearing, and Reconsideration.~~
5. To Whom The Committee Reports:
The committee makes its recommendations to the Faculty Senate.

6. How Often The Committee Reports:
The committee reports to the Faculty Senate each year at the organizational meeting and at other times as necessary.
 7. Power Of The Committee To Act Without Faculty Senate Approval:
None
 8. Standard Meeting Time:
The committee meeting time is scheduled for the Tuesday of each month following the Agenda Committee.
~~The committee does not have a standard meeting time.~~
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**Faculty Senate Agenda
December 4, 2012
Attachment 5.**

COMMITTEE ON COMMITTEES REPORT
First Reading of Proposed Revisions to the
Admission and Retention Policies Committee Charge

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

1. Name: Admission and Retention Policies Committee
2. Membership:
~~7~~ **8** elected faculty members.
Ex-officio members (with vote): The Chancellor or an appointed representative, the Provost or an appointed representative, **the Vice Chancellor for Research and Graduate Studies or an appointed representative**, the Chair of the Faculty, one faculty senator selected by the Chair of the Faculty, and one student member from the Student Government Association.

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: 4 elected members exclusive of ex-officio.
4. Committee Responsibilities:
 - A. The committee considers matters related to undergraduate **and graduate** recruitment, admission, advising, and retention of students.
 - B. The committee recommends to the Faculty Senate policies and procedures governing undergraduate **and graduate** recruitment, admissions, advising, retention, and readmission.
 - C. The committee considers and proposes to the Faculty Senate policies and procedures pertaining to academic credits and standards. This includes, but is not limited to, auditing and repetition of courses, advanced placement credit, grading, course attendance, scholastic eligibility requirements, academic probation and suspension, degrees with distinction, honors listings (Honor Roll, Dean's List, Chancellor's List), schedule changes, withdrawal from the University, course-load limitation, residence requirements for graduation and other similar items.

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

5. To Whom The Committee Reports:
The committee makes its recommendations 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:
None
 8. Standard Meeting Time:
The committee meeting time is scheduled for the first Monday of each month.
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**Faculty Senate Agenda
December 4, 2012
Attachment 6.**

COMMITTEE ON COMMITTEES REPORT

First Reading of Proposed Revisions to the Calendar Committee Charge

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

1. Name: Calendar Committee
2. Membership:
7-8 elected faculty members.
Ex-officio members (with vote): The Chancellor or an appointed representative, the Provost or an appointed representative, **the Vice Chancellor for Research and Graduate Studies or an appointed representative**, the Chair of the Faculty, one faculty senator selected by the Chair of the Faculty, and one student member from the Student Government Association.

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: 4 elected members exclusive of ex-officio.
4. Committee Responsibilities:
 - A. The committee considers calendar matters for university units, except the School of Medicine.
 - B. The committee is concerned with the number of days the University shall be in session during the regular terms, each semester, and summer-session terms. The committee also recommends the beginning and closing dates of the regular terms, each semester, and summer-session terms.
 - C. The committee schedules examination, holiday, and vacation periods.
 - D. The committee develops and presents calendar guidelines to the Faculty Senate.

The committee makes recommendations based on these approved guidelines and other matters affecting the calendar.

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

5. To Whom The Committee Reports:

The committee makes its recommendations to the Faculty Senate.

6. How Often The Committee Reports:

The committee reports to the Faculty Senate at the March meeting and at other times as necessary.

7. Power Of The Committee To Act Without Faculty Senate Approval:

None

8. Standard Meeting Time:

The committee does not have a standard meeting time.

Faculty Senate Agenda

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Attachment 7.

COMMITTEE ON COMMITTEES REPORT

First Reading of Proposed Revisions to the Student Academic Appellate Committee Charge

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

1. Name: Student Academic Appellate Committee

2. Membership:

~~7~~ **8** elected faculty members.

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

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: 4 elected members exclusive of ex-officio.

4. Committee Responsibilities:

A. The committee serves as an appeals board for entering students who do not meet admission requirements.

B. The committee serves as an appeals board for students denied permission to drop a course.

C. The committee serves as an appeals board for students who wish to appeal administrative decisions involving the interpretation and enforcement of policies pertaining to academic credits and standards.

- D. The committee serves as an appeals board for students seeking readmission after being declared academically ineligible to return.
- E. The committee serves as an appeals board for students appealing financial aid decisions.
- F. The Committee reviews at least annually those sections within the *University Undergraduate Catalog and University Graduate Catalog* that correspond to the Committee's charge and recommends changes as necessary.

- 5. To Whom The Committee Reports:
The committee reports its appellate decisions to the appropriate administrative office.
 - 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 appellate decisions regarding students as outlined in its committee responsibilities.
 - 8. Standard Meeting Time:
The committee meeting time is scheduled for the first Wednesday of each month.
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**Faculty Senate Agenda
December 4, 2012**

Attachment 8.

COMMITTEE ON COMMITTEES REPORT

First Reading of Proposed Revisions to the Libraries Committee Charge

(Additions are noted in **bold** print.)

- 1. Name: Libraries Committee
- 2. Membership:
7 elected faculty members.
Ex-officio members (with vote): The Chancellor or an appointed representative, the Director of Academic Library Services, the Director of Health Sciences Library, the Chair of the Faculty, one faculty senator selected by the Chair of the Faculty, and one student member from the Student Government Association.

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: 4 elected members exclusive of ex-officio.
- 4. Committee Responsibilities:
 - A. The committee considers the development of collections of books, periodicals, and other materials; library services; and the apportionment of University library budgets.
 - B. The committee recommends policies and procedures concerning the development of library collections, services, facilities, and apportionment of library budgets.

C. The committee interprets the problems and policies of both libraries to the faculty and conveys faculty opinion and needs to the library staff, **the Faculty Senate, and the Chancellor.**

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

5. To Whom The Committee Reports:

The committee makes recommendations to the Faculty Senate concerning policies and procedures relating to the development of library collections and apportionment of library budgets. The committee makes recommendations to the Director of Academic Library Services and the Director of Health Sciences Library on matters relating to the services and facilities of the libraries and reports their recommendations 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 concerning the policies and procedures relating to the development of library collections, services, facilities, and the apportionment of library budgets.

8. Standard Meeting Time:

The committee meeting time is scheduled for the third Wednesday of each month.

**Faculty Senate Agenda
December 4, 2012
Attachment 9.**

COMMITTEE ON COMMITTEES REPORT

First Reading of Proposed Revisions to the University Athletics Committee Charge

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

1. Name: University Athletics Committee

2. Membership:

8 faculty members. 5 elected by the Faculty Senate, 3 appointed by the Chancellor.

Ex-officio members (with vote): The Chair of the Faculty, **one faculty senator selected by the Chair of the Faculty**, NCAA Faculty Athletics Representative, President of the Student Government Association, President of the Alumni Association, and President of the Pirate Club or their alternates.

Ex-officio member (without vote but with all other parliamentary privileges): Chancellor, Provost/Vice Chancellor for Academic Affairs, Director of Athletics, Assistant Director of Athletics for Student Development, Director of Compliance, Chair of the University Foundations Curriculum and Instructional Effectiveness Committee; or their designees, and the President of the Student Athlete Advisory Council.

3. Quorum: 5 faculty members exclusive of ex-officio.
 4. Committee Functions:
 - A. The Committee is concerned with issues pertaining to intercollegiate athletics at East Carolina University.
 - B. The Committee's primary functions are oversight responsibility in the area of academic integrity, compliance with NCAA rules and regulations, and the overall development of student athletes.
 - C. The Committee is also concerned with general issues such as budget, conference matters, fund-raising, and public relations are inclusive in the charge, but not restricted to those cited.
 - D. The Academic Integrity Subcommittee, composed of the faculty members on the committee, will report on the academic quality of the athletic program.
 - E. The Committee reviews at least annually those sections within the *University Undergraduate Catalog* and ***University Graduate Catalog*** that correspond to the Committee's charge and recommends changes as necessary.
 5. To Whom the Committee Reports:
 - A. The Committee makes recommendations concerning the implementation and administration of policies and procedures pertaining to intercollegiate athletics at East Carolina University to the Chancellor.
 - B. The Committee reports to the Faculty Senate concerning its recommendations to the Chancellor and/or requests it has received from the Chancellor.
 - C. The Committee makes recommendations concerning academic policies that impact the academic integrity of the athletic programs to the Faculty Senate.
 - D. The Academic Integrity Subcommittee will report its evaluations of the academic integrity of the athletic programs to the Chancellor and to the Faculty Senate.
 6. How Often the Committee Reports:

The Committee reports to the Faculty Senate at least once a year and other times as necessary. The Academic Integrity Subcommittee will report to the Chancellor and to the Faculty Senate each **Fall** spring.
 7. Power of the Committee to Act Without Faculty Senate Approval:

The Committee makes recommendations concerning the implementation and administration of policies and procedures regarding academic oversight to the Chancellor. The Committee makes recommendations concerning academic policies and procedures that impact the academic quality of the athletic program to the Faculty Senate.
 8. Standard Meeting Time:

The committee does not have a standard meeting time.
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COMMITTEE ON COMMITTEES REPORT
First Reading of Proposed Revisions to the
Educational Policies and Planning Committee Charge

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

1. Name: Educational Policies and Planning Committee
2. Membership:
8 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, one faculty senator selected by the Chair of the Faculty, and one student member from the Student Government Association.

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: 4 elected members exclusive of ex-officio.
4. Committee Responsibilities:
 - A. The committee considers the adequacy, balance, and excellence of all of the University's undergraduate and graduate programs relative to accepted academic standards. This consideration shall cover the undergraduate and graduate programs as problems or concerns arise.
 - B. The committee advises the Chancellor on the educational policies and organizations, goals, standards, and procedures of the University following such consideration, as outlined in Section 4.A., or as requested otherwise by the Chancellor or the Faculty Senate.
 - C. The committee reviews information concerning proposals for all new curricula, programs, and academic policies, or for revisions in all existing policies, prior to the implementation of such proposals in the long-range planning of academic programs in the College of Arts and Sciences, the various professional schools, the Graduate School, and the Division of Continuing Studies. The Committee uses information regarding university academic standards and resources as the basis for its reviews.
 - D. The committee acts upon requests for permission to plan and establish all new degree programs and requests for permission to establish new minors. The committee shall use information regarding university academic standards and resources as the basis for its review.
 - E. The committee advises the Chancellor of action to be taken if the University experiences financial exigency, or in the event that a major curtailment of an existing teaching, research, or public service program is considered (*ECU Faculty Manual, Appendix D. **Part IX, Section I.** Tenure and Promotion Policies and Procedures*).
 - F. The Committee reviews at least annually those sections within the *University Undergraduate Catalog and University Graduate Catalog* that correspond to the Committee's charge and recommends changes as necessary.

G. The chair or appointed representative serves as ex-officio member on the University Online Quality Council.

5. To Whom The Committee Reports:
The committee advises the Chancellor through their report to the Faculty Senate as described in 4.B. above. The committee reports to the Faculty Senate concerning requests it has received from the Chancellor. The committee reports to the Faculty Senate the action it has taken on requests for permission to plan and establish new degree programs and requests for permission to establish new minors.
 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 advise the Chancellor as described in 4.B above.
 8. Standard Meeting Time:
The committee meeting time is scheduled for the second Friday of each month.
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**Faculty Senate Agenda
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Attachment 11.**

COMMITTEE ON COMMITTEES REPORT
First Reading of Proposed Revisions to the
Foundations Curriculum and Instructional Effectiveness Committee Charge

(Additions are noted in **bold** print.)

1. Name: Foundations Curriculum and Instructional Effectiveness.
2. Membership:
8 elected faculty members.
Ex-officio members (with vote): The Chancellor or an appointed representative, the Provost or an appointed representative, the Vice Chancellor for Research and Graduate Studies or an appointed representative, the Chair of the Faculty, one faculty senator selected by the Chair of the Faculty, and one student member from the Student Government Association.
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: 4 elected members exclusive of ex-officio.
4. Committee Responsibilities:
 - A. The committee recommends policies to improve and advance faculty teaching and student learning.
 - B. The committee promotes teaching excellence and recommends means to identify faculty teaching success, including development of peer review instruments for teaching face-to-face and distance education courses. The committee assists units requesting aid in developing teaching evaluation instruments for personnel decisions. The committee

recommends policies and programs to improve the physical environment in which teaching occurs. The committee provides a forum for faculty opinion concerning the design of new academic buildings and renovation of existing academic buildings.

- C. The committee makes recommendations regarding proposed changes, including individual courses, in the Foundations Curriculum. The committee makes recommendations to the Faculty Senate regarding proposed changes in the Foundations Curriculum requirements.
- D. The committee reviews the annual report of the Director of the Writing Across the Curriculum Program and the Dean of The Honors College.
- E. The chair or appointed representative serves as an ex-officio member of the University Athletics Committee and Honors College Advisory Committee.
- F. The Committee reviews at least annually those sections within the *University Undergraduate Catalog* and *University Graduate Catalog* that correspond to the Committee's charge and recommends changes as necessary.
- G. The chair or appointed representative serves as ex-officio member on the University Online Quality Council.**

- 5. To Whom The Committee Reports:
The committee reports to the Faculty Senate its recommendations of policies, procedures, and criteria cited above. The committee recommends curricular changes in Foundations Curriculum 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:
None
- 8. Standard Meeting Time:
The committee meeting time is scheduled for the third Monday of each month.

**Faculty Senate Agenda
December 4, 2012
Attachment 12.**

COMMITTEE ON COMMITTEES REPORT
First Reading of Proposed Revisions to the
University Curriculum Committee Charge

(Additions are noted in **bold** print.)

- 1. Name: University Curriculum Committee
- 2. Membership:
8 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 Chair of the Faculty, one faculty senator selected by the Chair of the Faculty, and one student member from the Student Government Association.

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: 4 elected members exclusive of ex-officio.

4. Committee Responsibilities:

A. The committee considers undergraduate courses (through 4000-level) and programs and has the responsibility of assuring the quality of course offerings regardless of mode of course delivery.

B. The committee recommends policies and procedures governing the acceptability of programs and courses.

C. The committee reviews requests for permission to establish new degree programs and requests to establish new minors.

D. The committee reviews and acts on proposals for new courses and programs and modifications of existing programs, the banking and deletion of courses (and programs), and standards and requirements for admission to, and retention in, degree programs.

E. The committee considers other items that affect the curriculum of undergraduate programs.

F. The committee acts on recommendations from the Council of Teacher Education regarding proposed changes in teacher education requirements.

G. 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.

H. The chair or appointed representative serves as ex-officio member on the University Online Quality Council.

5. To Whom The Committee Reports:

The committee makes its recommendations to the Faculty Senate. The committee reports on its review of requests to establish new degree programs and requests to establish new minors to the Educational Policies and Planning Committee.

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 report on its review of requests to establish new degree programs and requests to establish new minors to the Educational Policies and Planning Committee.

8. Standard Meeting Time:

The committee meeting time is scheduled for the second and fourth Thursday of each month.