

EAST CAROLINA UNIVERSITY

FACULTY SENATE

2003-2004 ANNUAL REPORT

October 28, 2004

Rick Niswander, Chair of the Faculty
Catherine Rigsby, Vice Chair of the Faculty
Jan Tovey, Secretary of the Faculty
Patricia Anderson, Parliamentarian
Lori Lee, Administrative Officer

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SECTION I. INDEX OF 2003/2004 FACULTY SENATE RESOLUTIONS

03-37 September 16, 2003 ***pending final approval***
Revisions to [Parts I.](#) and [VI.](#) and Appendices [D.](#), [J.](#), [L.](#), [X.](#), and [Y](#) of the *ECU Faculty Manual*.

03-38 September 16, 2003
ECU faculty support the implementation of a system that will eliminate the use of social security numbers as identifiers and that the faculty urge the University administration to use its best efforts to prevent unauthorized disclosure of social security numbers, even prior to the implementation of a new system, by avoiding the use of social security numbers whenever possible and by educating students, faculty, and staff regarding the security risks associated with social security numbers and the best practices for their safe use

03-39 September 16, 2003
Revised [College of Education](#), [Health Sciences Library](#), and [Department of Chemistry](#) unit codes of operation.

03-40 September 16, 2003
The [Commission on Scholarships' report](#) was accepted as a document to be forwarded to the Chair of the Faculty to disseminate to the Faculty Governance Committee to discuss in light of the University as a whole and, if appropriate, to bring proposed revised documents to the Faculty Senate for consideration at a later date.

03-41 October 7, 2003
Selection of ECU Chancellors.

03-42 October 7, 2003
Curriculum Committee minutes of [September 25, 2003](#).

03-43 October 7, 2003
Revised [Fall University Calendar](#).

03-44 October 7, 2003 **pending final approval**
Revised [Appendix D. Section I.](#) of the *ECU Faculty Manual*.

03-45 November 11, 2003
Fall 2003 Graduation Roster, including honors program graduates, subject to the completion of degree requirements.

03-46 November 11, 2003
Curriculum matters contained in the minutes of the [October 9, 2003](#), and [October 23, 2003](#), Committee meetings.

03-47 November 11, 2003
Revision to the *ECU Faculty Manual*, Part V. [Section I.R.](#) relating to reporting of grades.

03-48 November 11, 2003
Resolution on the Role of the Interim Vice Chancellor for Academic Affairs.

03-49 November 11, 2003 **pending final approval**
Revision to the *ECU Faculty Manual*, Appendix D. [Section V.](#) relating to appeals.

03-50 November 11, 2003
Revision to the *ECU Faculty Manual*, Part II. [Section VI.](#) relating to acceptable models for code units.

03-51 November 11, 2003
Revision to the *ECU Faculty Manual*, Appendix L. [Section C.2.](#) relating to organizing into self-governing autonomous units.

03-52 November 11, 2003
Student Computer and Technology Fee Innovative [Project Proposal](#).

03-53 November 11, 2003
Revised [Academic Library Services' Unit Code of Operation](#).

03-54 November 11, 2003
Resolution for Donald R. Sexauer.

03-55 November 11, 2003
Resolution relating to the Chancellor Search Committee.

03-56 December 9, 2003

Curriculum matters contained in the minutes of the [November 13, 2003](#), University Curriculum Committee meeting.

03-57 December 9, 2003

2004-2005 Faculty Senate and Agenda Committee Meeting Dates.

03-58 December 9, 2003

Changes to the Student Opinion of Instruction Survey.

03-59 December 9, 2003

Revised University Athletics Committee [charge](#).

03-60 December 9, 2003

Recommendations pertaining to unit evaluations.

03-61 December 9, 2003

Resolution to aid students in poverty.

04-01 February 24, 2004

Curriculum matters contained in the University Curriculum Committee minutes of the [December 11, 2003](#), and [January 22, 2004](#), meetings.

04-02 February 24, 2004

Recommendations concerning the "official" University Undergraduate Catalog.

04-03 February 24, 2004

Revised [Annual Lifetime and Five-Year University Research/Creative Activity Award Procedures](#).

04-04 February 24, 2004

Resolution on Non-Tenure Track Faculty.

04-05 February 24, 2004

Proposed Serious Illness and Disability Leave Policy for faculty was referred to the Faculty Welfare Committee.

04-06 February 24, 2004

Resolution seeking reduced health insurance costs for University employees.

04-07 February 24, 2004

Revised Teaching Grant [Application Proposal](#)

04-08 February 24, 2004

Revised Department of [Economics' Unit Code of Operation](#) and School of [Nursing's Unit Code of Operation](#)

04-09 February 24, 2004

Resolution Recognizing the Contributions of Dr. Tom Feldbush to ECU.

04-10 February 24, 2004
Resolution on the Status of Faculty Salaries at ECU.

04-11 March 30, 2004
Spring 2004 Graduation Roster, including honors program graduates, subject to the completion of degree requirements.

04-12 March 30, 2004
Curriculum matters contained in the February 12, 2004, and February 26, 2004, University Curriculum Committee minutes.

04-13 March 30, 2004
Revised 2004-2005 University Calendar's common exam schedule and 2005-2006 University Calendar.

04-14 March 30, 2004
Change the name of the School of Art to the School of Art and Design.

04-15 March 30, 2004
Support of a University Childcare Facility.

04-16 April 20, 2004
Resolution Supporting Interim Chancellor Bill Shelton.

04-17 April 20, 2004
Curriculum matters contained in the minutes of the [March 11, 2004](#), and [March 25, 2004](#), University Curriculum Committee meetings.

04-18 April 20, 2004
Revised [Course Proposal Form](#) and [instructions](#).

04-19 April 20, 2004
Pilot study of the web based student survey during 2004 summer session courses.

04-20 April 20, 2004
Interpretation to the *University Undergraduate Catalog* and Policy for Transfer of Credits from Non-regionally Accredited Institutions.

04-21 April 20, 2004
Report on Streamlining Reporting Processes, that includes five recommendations.

04-22 April 20, 2004 **pending final approval**
Revised *ECU Faculty Manual*, Appendix Y. Grievance Policies and Procedures.

04-23 April 20, 2004
Proposed Policy on Serious Illness and Disability Leave for Faculty was returned to the Faculty Welfare Committee for further discussion and review.

04-24 April 20, 2004

New unit codes of operation for the Departments of Child Development and Family Relations, Criminal Justice, and Interior Design and Merchandising and a revised School of Social Work unit code.

SECTION II. 2003/2004 FACULTY SENATE COMMITTEES' REVIEW

Agenda Committee

Chair: Mark Sprague (Physics)

The Committee met prior to each Faculty Senate meeting to draft the agenda and also prepared the meeting dates for the upcoming 2004/2005 Agenda Committee and Faculty Senate. At this time, the Committee has no business carried over.

Committee on Committees

Chair: Henry Ferrell (History)

The Committee reviewed the administrative athletic committee, nominated a candidate and two alternates for the UNC Faculty Assembly, and nominated candidates to open positions on the academic, appellate, administrative, and student life committees. Next year, the Committee will review the Student Academic Appellate Committee's charge to discover whether or not it should accept appeals on student grades.

SECTION III. 2003/2004 ACADEMIC COMMITTEES' REVIEW

Academic Awards Committee

Chair: Charles Boklage (Medicine)

The Committee revised the Procedures for the Annual Lifetime and Five-Year University Awards for Research and Creative Activity. The Committee served as various ad hoc committees to select recipients of the University Award for Outstanding Teaching, BOG Excellence in Teaching Award, BOG Distinguished Professor for Teaching Award, Annual Lifetime and Five-Year University Awards for Research and Creative Activity, and the Max Ray Joyner Award. At this time, the Committee has no business carried over.

Academic Standards Committee

Chair: Catherine Rigsby (Geology)

The Committee has worked diligently this year on drafting Goals of the Liberal Arts Foundations Curriculum. This was following a Faculty Senate request (#02-11) to examine the University's general education policy before EHST 2110/2111 or any other non-natural science general education course was approved. The Committee also agreed to give general education credit to several new courses. Next year, the Committee will hold hearings on the proposed new Goals and plan to present the finalized set of recommendations to the Senate in January 2005. The Committee will also address concerns with the IDEA chair survey.

Admissions and Retention Policies Committee

Chair: Pat Mitchell (Political Science)

The Committee recommended various undergraduate catalog revisions in relation to admissions and retention and discussed with the Registrar the schedule for the posting of grades. Next year, the Committee will revise the University Excused Absence Attendance Policy.

Calendar Committee

Chair: John Crammer (Computer Science)

The Committee continued the process of coordinating ECU academic calendars with Pitt Community College and Pitt County school system; meeting with a representative from Pitt County Schools. The Committee discussed the rule for submitting grades within 48 hours of the final exam (the Admissions and Retention committee made a proposal to the Faculty Senate), changing the add-only day at the beginning of the semester, and changing day for Spring commencement. The Fall 2003 calendar was modified to make up classes missed because of Hurricane Isabel, the common exam schedule was modified to add two CHEM lab classes to schedule and group exam days for the same department. The Committee drafted and presented for Senate approval the Summer 2005, Fall 2005, Spring 2006 University calendars. Next year, the Committee will consider changes to guidelines for lecture-based 4 s.h. classes, continue communication with Pitt Community College and Pitt County Schools, study the scheduling of commencement for both Fall and Spring semesters in the UNC system, draft the Summer 2006, Fall 2006, and Spring 2007 University calendars, and work on a policy for making up class days and time lost due to adverse weather.

Continuing and Career Education Committee

Chair: Cal Christian (Business)

The Committee discussed the goals and programs of Career Services with the new Director Sue Martin, discussed the goals and programs of Distance Education in great detail with Director Clayton Sessoms, placed one member (Cal Christian) on the Distance Education Collaborative Team established by Interim Provost Jim Smith; with the Team's main charge to establish a funding model for the distribution of distance education funds awarded to the University by the office of OP. The Committee discussed the various peer teaching evaluation methods currently in place and determined that the lack of consistency between departments needed to be reviewed by the Academic Standards Committee. Next year, the Committee will further discuss current problems with the SOIS evaluation for online students and the desire for PIRS to place all SOIS evaluations online. The Committee will report to the Faculty Senate about several items concerning the differences between online teaching and distance education teaching, the new funding model and the SOIS surveys. The Committee will also meet with Elmer Poe and continue to look for solutions to problems with Blackboard and other technology initiatives.

Educational Policies and Planning Committee

Chair: Mike Brown (Psychology)

The Committee approved several requests to plan or establish new programs. At this time, the Committee does not have any business carried over.

Faculty Governance Committee

Chair: Dee Dee Glascoff (Health and Human Performance)

The Committee presented to the Faculty Senate proposed revisions to the *ECU Faculty Manual*, in sections: Parts I, II, & VI, Appendices C, D, J, L, X and Y. The Committee also presented a statement of support for the current role of the Interim Vice Chancellor for Academic Affairs. Next year, the Committee will work toward approval of additional changes to the *ECU Faculty Manual* in

Appendix D. and Part XII. The Committee will also exam the possible conflicts of interest of University attorneys in appellate processes.

Faculty Information Technology Review Committee

Chair: Karl Wuensch (Psychology)

The Committee reported to the Senate on the elimination of the use of social security numbers as identifiers, plan to push critical updates to computers on the university network, and the establishment of a process for annual SCTF Innovative Project Proposals. Next year, the Committee will consider changes to the SCTF Innovative Project program and discuss the optical scanning services.

Faculty Welfare Committee

Chair: David Lawrence (Geology)

The Committee was busy this year reporting to the Senate on Non-Tenure Track Faculty, a proposed Policy on Serious Illness and Disability Leave, a resolution on seeking reduced health insurance costs for University employees, and a resolution in Support of a University Child-Care Facility. Next year the Committee will continue discussion on the proposed Policy on Serious Illness and Disability Leave and faculty salaries and perks at ECU and elsewhere.

Libraries Committee

Chair: Ann Schreier (Nursing)

The Committee reviewed the acquisition and personnel budgets of both University libraries, continued progress on the SFX system and the cross-searching capabilities of Joyner and HSL libraries, and continued improvements with the libraries liaisons. Next year, the Committee will consider options for improving access to scholarly publications in light of escalation of cost of journal acquisitions both on-line and in hard copy, continue to discuss with ECU Libraries and faculty the use of open access journals, review libraries' budgets, receive a report on the results of libraries' evaluation through Libqual, and monitor the status of ILL (interlibrary loan) pilot for Allied Health and Nursing.

Research/Creative Activity Grants Committee

CoChairs: Seodial Deena (English) and Steve Estes (Health and Human Performance)

The Committee was split into two subcommittees for the purposes of evaluating the proposals and forwarding recommendations to the committee of the whole. All proposals deemed meritorious were evaluated by the entire committee and a timely ranking of the Research/Creative Activity proposals, virtually exclusive of emphasis on merit, was achieved. Next year, the Committee will stress the importance that research summer stipends should be funded at the same rate as those teaching summer courses. The Committee will also recommend that we either (1) change the name of the grant to reflect the funding process, or (2) change the funding process to support the intention(s) of the grant.

Student Academic Appellate Committee

Chair: Tom Durham (Psychology)

The Committee reviewed the charge from the Faculty Senate and became familiar with University policy and procedures relevant to the committee's areas of responsibilities. The Committee heard and decided appeals in a timely fashion. The committee also granted requests for a late add, for application of the forgiveness policy, for retroactive forgiveness, for a late grade change, for waiver of a portion of the foreign language requirement, and for permission to retake a class. The committee granted a request made by a faculty member to make a late grade change. Referred several cases

to the Counseling Center and/or Student Health Services for decisions or recommendations. At this time, the Committee does not have any business carried over.

Student Scholarships, Fellowships, and Financial Aid Committee

Chair: Karen Sullivan (Allied Health Sciences)

The committee continued to pursue a Proposal for a Grant Aid Policy For Students in Poverty at ECU. The upcoming centennial capital campaign was identified as a source of funding. The Committee chose the recipients of the Lillian Jenkins, Probey, Andrews, Eastern North Carolina, Chevrolet, and Children of SPA Employees Scholarship. The Committee invited the Admissions office to present information related to the process and steps that are taken to attract merit scholars. Several committee members participated in the ECU Scholarship Selection Weekend, March 26-27, 2004. Next year, the Committee will continue to monitor the success of the centennial capital campaign in collecting monies that can be used to Aid Students in Poverty, and to participate as needed in development of criteria for awarding and dispersing such grant aid. The Committee will also review potential mechanisms for alleviating the high cost of textbooks for students, continue to participate in Scholarship Weekend, and investigate how to help attract merit scholars to ECU Review UNC Campus Scholarships Program.

Teaching Grants Committee

Chair: John Bort (Anthropology)

The Committee evaluated 16 proposals and recommended 9 for funding. The nine recommended proposals were funded by the Interim Vice Chancellor for Academic Affairs. At this time, the Committee does not have any business carried over.

Unit Code Screening Committee

Chair: Garris Conner (Nursing)

The Committee reviewed and presented to the Faculty Senate revisions to the following unit codes of operation: College of Education, Health Sciences Library, Department of Chemistry, Academic Library Services, Department of Economics, School of Nursing, and the School of Social Work. The Committee reviewed and presented to the Faculty Senate the following new unit codes of operation: Department of Child Development and Family Relations, Department of Criminal Justice, and the Department of Interior Design and Merchandising. At this time, the Committee does not have any business carried over.

University Budget Committee

Chair: Henry Ferrell (History)

The Committee exhibited an openness and seriousness that aided in the discussion of finance and budgetary issues. At some Faculty Senate meetings a report was given, usually by C. Hawkins. Committee members reviewed the previous set of budgetary priorities and endorsed them again. At this time, the Committee does not have any business carried over.

University Curriculum Committee

Chair: Tim Hudson (Mathematics)

The Committee approved numerous curricular changes from every college/school at ECU, including a new BS in Engineering and substantive revisions to many degrees offered within the new College of Technology and Computer Science. Upon request of the Faculty Chair, committee studied the feasibility of moving towards having the online catalog as the official ECU catalog. After discussions in a series of meetings, committee compiled a report to the Faculty Senate in January that was subsequently approved by the Faculty Senate. The Committee revised the course proposal forms, separating the instructions into

individual documents. Also formulated a signature form. The Committee resolved the status of the MATH/MATE courses in question from the 2002 – 2003 year for the 2004 – 2005 catalog. With approval of the Faculty Chair and the Interim Vice Chancellor for Academic Affairs, the UCC asked the deans for a person in each college/school to act as a liaison between units proposing curricula changes and the UCC. Plans are underway to establish such a network and to hold informational seminars beginning in the summer. Next year, the Committee will determine the final status of the MATE/MATH courses cross-listed for the 2002 – 2003, 2003 – 2004, and 2004 – 2005 academic years. The Committee will also determine requirements for Undergraduate Certificates. We have published criteria for graduate certificates, but none exist for undergraduate ones.

SECTION IV. 2003/2004 APPELLATE COMMITTEES' REVIEW

Due Process Committee

Chair: Ralph Scott (Academic Library Services)

Other than for the organizational meeting, the Committee did not have an occasion to meet during the academic year.

Faculty Grievance Committee

Chair: Gene Hughes (Business)

The Committee prepared a report of past grievances and time for processing grievances for the Faculty Senate. The Committee completed its revisions to Appendix Y. of the *ECU Faculty Manual* and presented their report to the Faculty Senate in April 2004.

Grievance Board

Chair: Patricia Anderson (Education)

Other than for the organizational meeting, the Committee did not have an occasion to meet during the academic year.

Hearing Committee

Chair: Belinda Lee (Nursing)

The Committee held their Fall organizational meeting and elected officers. At the close of June 2004, the Committee has met twice to consider faculty grievances and has scheduled two faculty grievance hearings during the month of July.

Reconsideration Committee

Chair: Sylvia Brown (Nursing)

Other than for the organizational meeting, the Committee did not have an occasion to meet during the academic year.
