BRIEF DESCRIPTIONS OF STANDING UNIVERSITY COMMITTEES/COUNCIL

FACULTY SENATE COMMITTEES

Agenda: establishes the Faculty Senate agenda for each month.

Committee on Committees: considers the overall structure of the standing academic committees and evaluates the functions of each.

Nominating Committee: formulates the slate of faculty officers for election by the Faculty Senate.

ACADEMIC COMMITTEES

Academic Awards: recommends policies and procedures governing the granting of awards for teaching and advising, research and service; recommends candidates for receipt of awards in various categories, i.e. Alumni Distinguished Professor for Teaching Awards and University Research Awards.

Admission and Retention Policies: considers matters related to undergraduate recruitment, admission, advising, and retention of students; recommends policies and procedures relating to academic credits and standards.

Calendar: develops University academic calendars.

Distance Education and Learning Technology: reviews program quality and policies and future directions relating to distance education; examines and recommends policies relating to distance education; ensures timely, informed faculty opinion on any technology action in any area that may affect significantly the University’s academic Mission; recommends policy related to the academic use of technology; initiates, reviews, and makes recommendations on proposals to plan, implement, revise or eliminate technology initiatives, goals, standards, policies, procedures or actions that significantly impact the University’s academic mission.

Educational Policies and Planning: oversees the adequacy, balance, and excellence of the University's overall undergraduate and graduate programs; advises the Chancellor on educational policies and organizations, goals, standards and procedures; reviews requests for permission to establish and plan new degree programs; 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.

Faculty Governance: oversees matters relating to policies and procedures found within the ECU Faculty Manual; considers matters relating to initial faculty appointment, tenure, promotion in rank merit and other such matters as may pertain to the general well-being of faculty; considers matters relating to unit re-evaluations.

Faculty Welfare: reviews programs and policies relating to insurance, annuities, leaves of absence, faculty salaries, and faculty fringe benefits.

General Education and Instructional Effectiveness: recommends policies to improve and advance faculty teaching and student learning; promotes teaching excellence and recommends means to identify faculty teaching success, including development of peer review instruments teaching face-to-face and distance education courses; makes recommendations regarding
foundations curriculum requirements and The committee recommends curricular changes in the Writing Across the Curriculum Program, Honors Program, and Foundations Curriculum

**Libraries**: recommends policies and procedures for collections of books, periodicals, and other materials, library services and the apportionment of University library budgets.

**Research/Creative Activities**: considers matters related to the scholarly activity of the University; 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.

**Service-Learning**: recommends policies and procedures governing service learning requirements and service learning designation for individual courses.

**Student Academic Appellate**: serves as an appeals board for students who do not meet admission requirements, were denied permission to drop a course, want to appeal an administrative decision relating to academic credits and standards, are seeking readmission after being declared academically ineligible to return, or want to appeal a financial aid decision.

**Student Scholarships, Fellowships, and Financial Aid**: recommends policies and procedures regarding the granting of scholarships, fellowships, and financial aid programs; recommends recipients of specified student financial aid scholarships; reviews the overall operation of the Student Financial Aid office.

**Teaching Grants**: recommends policies and procedures governing the grant application process, criteria for the awarding of grants, guidelines for the use of teaching grant funds, and procedures for annual reporting by grant recipients; recommends teaching grant proposals to be funded based on the merit of the proposals.

**Undergraduate Curriculum**: oversees matters relating to undergraduate courses and programs; reviews requests for permission to establish and plan new degree programs; acts on recommendations from the Council of Teacher Education regarding proposed changes in teaching education requirements.

**Unit Code Screening**: reviews academic unit codes and changes to existing academic unit codes to insure compliance with the *ECU Faculty Manual* and University polices, General Guidelines for Writing and Revising Unit Codes, Code of the University of North Carolina, and other appropriate documents.

**University Athletics**: advises the Chancellor about general issues pertaining to intercollegiate athletics at ECU, including conference matters, budget, compliance with legal regulations, fund raising, and public relations.

**University Budget**: serves as a communication link between the Faculty Senate and Chancellor on budgetary matters; advises the Chancellor on annual budget priorities and policies, biennial budget requests, tuition changes, and the relationship of the budget decisions to the University’s mission.

**University Environment**: oversees matters relating to the general physical environment of the University, which includes traffic flow patterns, parking facilities, landscaping, and University’s master plan.
Writing Across the Curriculum: promotes the University Writing Program and recommends policies and guidelines governing the development and offering of courses and seminars that are officially to be designated as writing-intensive courses; reviews and approves proposals for writing-intensive courses, makes recommendations to the Faculty Senate regarding proposals carrying the writing intensive designation, and reports those recommendations to the University Curriculum Committee; reviews the activities of the University Writing Program, advises the administrative leadership in that program, and serves as a liaison between the University Writing Program and the Faculty Senate.

APPELLATE COMMITTEES

Due Process: provides a forum for faculty members before discharge or the imposition of serious sanctions.

Faculty Grievance: hears grievances on matters directly related to a faculty member’s employment status and instructional relationship within the University and hears appeals concerning the implementation of governance procedures of both the East Carolina University Code and the Unit Codes within the units.

Grievance Board: provides a forum for allegations of sexual or racial harassment or discrimination or conflicts of interest brought against ECU faculty members or administrators holding faculty status.

Hearing: provides a forum for appeal of notice of nonreappointment or nonconferral of permanent tenure.

Reconsideration: provides a forum for the termination of faculty employment.

ADMINISTRATIVE COMMITTEES (*denotes elected faculty participation)

*Academic Integrity Board: serves as an appeals board for students involved in academically violating the Honor Code.

Animal Care and Use: assures adherence to all State and Federal animal care regulations.

Biological Safety: promotes the safe research use of bio hazardous and infectious agents.

Chancellor’s Diversity Leadership Cabinet: offers support in accomplishing stated goals for diversity and inclusion, consistent with the annual goals for the Equity and Diversity unit, and the institution’s diversity action plan.

*Copyrights: monitors trends and changes in copyright ownership models, oversees policy and guideline development, serves as a hearing body for dispute resolution.

Enterprise Risk Management: Facilitate discussion of enterprise risk management topics, best practices, and items of inter-departmental concern in the areas of internal controls, safety, risk management, and compliance.

*Environmental Safety: works to provide a safe and healthful environment for all persons associated with ECU; involved with workers’ compensation, accident prevention, industrial hygiene…etc.

Family Weekend: coordinates Parents Weekend activities.
*Global Affairs*: provide advice, guidance and recommendations on international matters including study abroad and exchange programming, international student and scholar services, international student recruiting and admissions, global academic initiatives, Language Academic programming, international partnerships and agreements and general strategic direction of Office of Global Affairs.

*Graduate Council*: considers all graduate academic policies, and upon recommendation of the GCC, graduate curriculum and degree programs.

*HIPPA Steering*: have knowledge about HIPPA privacy laws; discuss HIPPA law i.e. what works and what does not work.

*Homecoming Steering*: coordinates Homecoming activities.

*Honorary Degrees, Awards, and Distinctions*: recommends to the Chancellor men and women of outstanding accomplishment who have graduated from ECU or have ties to the university or region by which they enrich the communities. (Board of Trustees Oversight)

*Honors College Faculty Advisory*: makes recommendations about courses officially designated as honors courses, honors sections, or honors seminars; makes recommendations concerning academic qualifications for students in the Honors College; recommends policies relating to the Honors College, including faculty qualifications necessary to teach in the College.

*Identity Theft Protection*: oversees ECU's compliance in regard to the collection, segregation, disclosure and security of SSNs and PII and the development of related policies.

*Infection Control*: evaluates and approves policies that promote detection control, and prevention of infections, making a safer place for patients and personnel at ECU.

*Information Resources Coordinating Council*: oversees the facilitation of information technology.

*Parking and Transportation*: assists in the planning of traffic parking and traffic management; evaluates suggestions and complaints from faculty, staff, and students concerning parking on campus, and develops recommendations that address beneficial improvements.

*Parking Citation Appeals*: serves as a mediator between Parking and Transportation and individuals that dispute appeal decisions that have been made by Parking and Transportation.

*Patent*: reviews procedures for the implementation of the University Patent Policy; resolve questions of invention ownership; recommend expenditure of the patent royalty fund; encourages disclosure and assures prompt and expeditious handling, evaluation, and prosecution of patent opportunities.

*Radiation Safety-Basic Science*: makes recommendations concerning the radiological aspects involved in the safe use and disposition of radioactive material and electronic equipment emitting ionizing and nonionizing radiation.

*Residency Appeals*: hears appeals in any case in which a student is dissatisfied with a residency status determination.

*Title IX ECU Compliance Advisory Council*: monitor, evaluate, and determine if indicators of gender equity should be further investigated.
*University Benefits*: reviews benefit programs opportunities, makes recommendations to benefit policies; reviews how the university collects social security numbers

**University Policy**: serves as implementation team for the development of the University Policy Manual.

**University Special Collections**: provides direction and counsel for the ECU Manuscript Collection.

*University Studies Faculty Oversight*: provides final approval of each student's course of study and thematic core and serves as a resource to BSUS students and provides advice and support to the University Studies Program.

**Web Oversight**: provide strategic direction to and management of the university online presence.

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