MINUTES OF MEETING DATE: 10/26/16

REGULAR MEMBERS ( X IN ATTENDANCE):
Eleanor Cook X, Kylie Dotson-Blake, Edson Justiniano X, Derek Maher X,
Andrew Morehead X, Jonathan Morris X, John Stiller X

EX-OFFICIO MEMBERS ( X IN ATTENDANCE):
Patricia Fazzone, Chancellor’s Rep X, Ron Mitchelson, Provost / VCAA X, Phyllis Horns, VCHS X,
Mike Van Scott, Assoc VCRGS X, Jeff Popke, Rep of the Chair of the Faculty X,
Mary Gilliland, Fac Sen Rep X

OTHERS IN ATTENDANCE: Donna Payne, Linda Ingalls, Lori Lee

PERSON PRESIDING: Morris

ACTIONS OF MEETING

I. Meeting called to order: 3:08 in SciTech 311
II. Approval of minutes of 9/28/2016
III. Special Order of the Day
IV. Unfinished Business
   A. Discussion on proposed addition to the ECU Faculty Manual, Part VIII, Section I. Personnel Policies and Procedures for the Faculty of East Carolina University, Subsection III. entitled Faculty Presence.

The Part VIII writing group (Cook, Maher, Morris) continues to work through Part VIII to bring it into conformity with changes to Part IX and also to incorporate language that achieves the real objectives of the proposed Presence Policy without raising concerns some faculty members have expressed about the policy.

Morehead made the point that the unit administrator has authority to designate teaching loads, including mode of instruction. Faculty members may not unilaterally decide to offer courses online if it is scheduled as face-to-face. Making this explicit would help to ensure that faculty members wishing to have a waiver of presence expectations would have to consult with unit administrators.

Service expectations can be described more thoroughly so it is clear that some duties may involve faculty presence.

V. New Business
   A. Possible changes to ECU Faculty Manual, Part II, Section IV, II.A. Proposed by Graduate Council.

The proposal was reviewed, and the committee advised that the document be revised for clarity as follows (sentence #2):
In some instances, the Graduate School may approve the appointment of a Director or Coordinator lacking Associate or Full Graduate Faculty status to manage a graduate program.

Drafted by Popke; moved by Morehead; seconded by Gilliland. Motion passed.

B. Possible changes to *ECU Faculty Manual*, Part IV, Section I.III.2, regarding the extension of the three-semester time limit for a Provisional Unit Code.

The interpretation offered by the Chair of the Faculty and the Provost is accepted by the FGC.

In the future, this committee should incorporate specific language into Part IV articulating a procedure for extending the three-semester time limit.

When that occurs, it would also be useful to examine the deadlines for the process of creating and changing unit codes to see if they are sensible as they stand.

VI. No new business

VII. Meeting adjourned at 4:15

Respectfully submitted,
Derek Maher