

2009-2012 Review of the *ECU Faculty Manual*

June 2012

The *ECU Faculty Manual* went through a 3 year review and was completely reorganized Summer 2012. The Faculty Senate provided faculty with continuous revision updates throughout the reorganization process.

<p>Announcement on Faculty Manual</p> <p>Announcement on PRR Representatives</p> <p>Link to new PRR Regulation</p> <p>Faculty Manual: General Areas of Concern</p> <p>Faculty Manual Steering Committee</p> <p>Faculty Advisory Group</p>	<p>Links to Faculty Senate Resolutions that relate to the review of the ECU Faculty Manual</p> <table border="1" style="width: 100%;"> <tr> <td style="vertical-align: top;"> <p>February 23, 2010</p> <p>March 30, 2010</p> <p>April 20, 2010</p> <p>September 7, 2010</p> <p>November 2, 2010</p> <p>December 7, 2010</p> <p>February 22, 2011</p> <p>March 29, 2011</p> <p>April 19, 2011</p> </td> <td style="vertical-align: top;"> <p>September 6, 2011</p> <p>October 4, 2011</p> <p>November 1, 2011</p> <p>December 6, 2011</p> <p>January 25, 2012</p> <p>March 27, 2012</p> <p>April 17, 2012</p> </td> </tr> </table>	<p>February 23, 2010</p> <p>March 30, 2010</p> <p>April 20, 2010</p> <p>September 7, 2010</p> <p>November 2, 2010</p> <p>December 7, 2010</p> <p>February 22, 2011</p> <p>March 29, 2011</p> <p>April 19, 2011</p>	<p>September 6, 2011</p> <p>October 4, 2011</p> <p>November 1, 2011</p> <p>December 6, 2011</p> <p>January 25, 2012</p> <p>March 27, 2012</p> <p>April 17, 2012</p>
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<p>Spring 2009 ECU Faculty Manual This link provides a copy of the manual <u>prior</u> to any revisions and reorganization.</p>	<p>Spring 2012 ECU Faculty Manual This link provides a copy of the manual following all revisions and <u>prior</u> to reorganization.</p>	<p>CURRENT ECU Faculty Manual This link provides the current manual following reorganization.</p>
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Faculty Manual Sections	Specific Items in Sections of Faculty Manual	Committee/Group charged with review	Report expected to Faculty Senate
	Interpretations FS Resolution #11-92, November 2011	Faculty Governance	Review complete
Part 1	Introduction FS Resolution #12-65, April 2012	Past Chairs of the Faculty, Faculty Officers , and Faculty Advisory Group	Review complete
Part 2	Organization of the University of North Carolina FS Resolution #12-04, January 2012	Faculty Officers , Faculty Advisory Group , and Faculty Governance	Review complete

	Vision, mission, and strategic plan of ECU FS Resolution #11-101, December 2011	Faculty Officers , Faculty Advisory Group , and Faculty Governance	Review complete
	University Policy FS Resolution #12-05, January 2012 FS Resolution #12-66, April 2012	Faculty Officers , Faculty Advisory Group , and Faculty Governance	Review complete
	Academic Policy FS Resolution #12-67, April 2012	Faculty Officers , Faculty Advisory Group , and Faculty Governance	Review complete
	Administrative Policy FS Resolution #12-06, January 2012	Faculty Officers , Faculty Advisory Group , and Faculty Governance	Review complete
	Guidelines for Organizing into Code Units FS Resolution #12-40, March 2012	Faculty Governance	Review complete
Part 3	Academic Freedom FS Resolution #11-44, March 2011 FS Resolution #12-64, April 2012	Faculty Governance	Review complete
Part 4	Academic Integrity FS Resolution #11-36, March 2011	Admissions & Retention	Review complete
Part 5	Access to Student Educational Records FS Resolution #12-12, January 2012	Academic Standards	Review complete
	Application for Graduation FS Resolution #11-17, February 2011	Academic Standards	Review complete
	Certification FS Resolution #10-93, December 2010	Academic Standards	Review complete
	Class Roll Verification FS Resolution #10-10, February 2010	Admission & Retention	Review complete
	Course packs FS Resolution #10-08, February 2010	Academic Standards	Review complete
	Desk Copies FS Resolution #10-08, February 2010	Academic Standards	Review complete
	Faculty Absence FS Resolution #11-46, March 2011	Faculty Welfare	Review complete
	Faculty Load (Formal Faculty Advice on proposed Faculty Workload Regulation) FS Resolution #10-90, December 2010 FS Resolution #12-37, March 2012	Faculty Governance	Review complete
	Faculty Marshals	Faculty Welfare	Review complete

	(combined with Mace Bearers) FS Resolution #10-14, February 2010		
	Final Examinations (NEW Subsection) FS Resolution #10-08, February 2010 FS Resolution #10-52, April 2010 FS Resolution #10-78, November 2010 FS Resolution #11-16, February 2011 FS Resolution #11-51, April 2011	Academic Standards	Review complete
	Grade Appeals FS Resolution #09-38, November 2009 FS Resolution #12-46, March 2012	Admission & Retention	Review complete
	Office Hours FS Resolution #10-53, April 2010	Academic Standards	Review complete
	Ordering Textbooks and Collateral Materials FS Resolution #10-53, April 2010 FS Resolution #11-47, March 2011	Academic Standards	Review complete
	Orientation of Courses (renamed Course Expectations and Requirements) FS Resolution #10-08, February 2010	Academic Standards	Review complete
	Posting Grades FS Resolution #10-08, February 2010	Academic Standards	Review complete
	Policy to Remove Foundation Curriculum Credit (NEW Subsection) FS Resolution #11-15, February 2011	Academic Standards	Review complete
	Grades and Grading (NEW Subsection) FS Resolution #10-08, February 2010	Academic Standards	Review complete
	Privacy of Student Educational Records FS Resolution #12-13, January 2012	Academic Standards	Review complete
	Re-examination FS Resolution #10-93, December 2010	Academic Standards	Review complete
	Release of Directory Information FS Resolution #10-93, December 2010	Academic Standards	Review complete
	Reporting of Grades (renamed Recording of Grades) FS Resolution #10-08, February 2010	Academic Standards	Review complete
	Change of Grade (NEW Subsection) FS Resolution #10-08, February 2010	Academic Standards	Review complete
	Reporting Removal of Incompletes (renamed Grade of Incomplete)	Academic Standards	Review complete

	FS Resolution #10-08, February 2010		
	Academic Progress (NEW Subsection) FS Resolution #10-08, February 2010	Academic Standards	Review complete
	Resale of Complimentary Textbooks FS Resolution #10-93, December 2010	Academic Standards	Review complete
	Senior Summary Sheet FS Resolution #10-93, December 2010	Academic Standards	Review complete
	Student Advising (renamed Faculty Academic Advising) FS Resolution #10-64, April 2010 FS Resolution #10-70, September 2010	Academic Standards	Review complete
	Student Attendance Regulations (renamed Class Attendance and Participation Regulations) FS Resolution #10-28, March 2010 FS Resolution #12-62, April 2012	Admission & Retention and Academic Standards	Review complete
	Student Conduct FS Resolution #10-63, April 2010 FS Resolution #10-92, December 2010	Academic Standards and Admission & Retention	Review complete
	Disruptive Academic Behavior FS Resolution #10-27, March 2010 FS Resolution #11-14, February 2011 FS Resolution #11-52, April 2011	Academic Standards and Admission & Retention	Review complete
	Supervising Tests FS Resolution #10-08, February 2010	Academic Standards	Review complete
	Tests and Examinations FS Resolution #10-08, February 2010	Academic Standards	Review complete
	Used Books FS Resolution #10-93, December 2010	Academic Standards	Review complete
	Mace Bearer (combined with Faculty Marshals) FS Resolution #10-14, February 2010	Faculty Welfare	Review complete
	Auditoriums FS Resolution #10-15, February 2010	Faculty Welfare	Review complete
	Computing and Information Systems FS Resolution #10-15, February 2010	Faculty Welfare	Review complete
	Emergency Action Plan (renamed Emergency Notification and Actions) FS Resolution #10-15, February 2010 FS Resolution #10-47, April 2010	Faculty Welfare	Review complete

	Emergency Evacuation Procedures (NEW Subsection) FS Resolution #10-47, April 2010	Faculty Welfare	Review complete
	Facilities Services FS Resolution #10-15, February 2010	Faculty Welfare	Review complete
	Health Sciences Library FS Resolution #10-15, February 2010	Faculty Welfare	Review complete
	Joyner Library FS Resolution #10-15, February 2010	Faculty Welfare	Review complete
	University Property FS Resolution #10-15, February 2010	Faculty Welfare	Review complete
	Curriculum Development FS Resolution #10-06, February 2010 FS Resolution #10-94, December 2010 FS Resolution #11-38, March 2011 FS Resolution #12-50, March 2012	Educational Policies Planning	Review complete
	Distance Education Policies (NEW Section) FS Resolution #10-77, November 2010	Academic Standards	Review complete
	Use of Copyrighted Works (NEW Section) FS Resolution #12-38, March 2012	Academic Standards	Review complete
Part 6	Appointment (relocated with Appendix C) FS Resolution #10-32, March 2010	Faculty Governance	Review complete
	Collection of Money FS Resolution #10-84, November 2010 FS Resolution #11-47, March 2011	Faculty Welfare	Review complete
	Employee Involvement in Political Candidacy and Office Holding FS Resolution #10-85, November 2010 FS Resolution #11-08, February 2011	Faculty Welfare and Faculty Governance	Review complete
	Leaves of Absence (renamed Faculty Absence and Leave) FS Resolution #11-46, March 2011	Faculty Welfare	Review complete
	Orientation of New Faculty FS Resolution #10-37, March 2010 FS Resolution #11-18, February 2011 FS Resolution #11-80, October 2011	Faculty Welfare	Review complete

Promotion (relocated with Appendix C) FS Resolution #10-32, March 2010	Faculty Governance	Review complete
Resignation and Re-appointment (relocated with Appendix D) FS Resolution #10-32, March 2010	Faculty Governance	Review complete
Phased Retirement FS Resolution #10-37, March 2010 FS Resolution #11-60, April 2011	Faculty Welfare	Review complete
Retirement FS Resolution #10-37, March 2010 FS Resolution #11-60, April 2011	Faculty Welfare	Review complete
Subsection - Privileges for Retired Faculty FS Resolution #10-37, March 2010 FS Resolution #11-60, April 2011	Faculty Welfare	Review complete
Salary Policies FS Resolution #10-96, December 2010 FS Resolution #11-48, March 2011 FS Resolution #11-81, October 2011 FS Resolution #12-70, April 2012	Faculty Welfare	Review complete
Emeritus Faculty Privileges (NEW Section) FS Resolution #11-60, April 2011	Faculty Welfare	Review complete
Tenure (relocated with Appendices C and D where appropriate) FS Resolution #10-32, March 2010	Faculty Governance	Review complete
Travel and Expense Allowances FS Resolution #11-19, February 2011	Faculty Welfare	Review complete
Hospitalization Insurance FS Resolution #10-98, December 2010 FS Resolution #11-61, April 2011	Faculty Welfare	Review complete
Disability Income Plans (renamed Disability Insurance) FS Resolution #10-98, December 2010 FS Resolution #11-61, April 2011	Faculty Welfare	Review complete
Mandatory Enrollment in Group Life Program FS Resolution #10-98, December 2010 FS Resolution #11-61, April 2011	Faculty Welfare	Review complete
Group Insurance Plans FS Resolution #10-98, December 2010	Faculty Welfare	Review complete

	FS Resolution #11-61, April 2011		
	Social Security FS Resolution #10-98, December 2010 FS Resolution #11-61, April 2011	Faculty Welfare	Review complete
	Deferred Compensation Plan FS Resolution #10-98, December 2010 FS Resolution #11-61, April 2011	Faculty Welfare	Review complete
	Supplemental Retirement Income Plan of NC (401K) FS Resolution #10-98, December 2010 FS Resolution #11-61, April 2011	Faculty Welfare	Review complete
	Tax Deferred Annuity FS Resolution #10-98, December 2010 FS Resolution #11-61, April 2011	Faculty Welfare	Review complete
	US Savings Bonds FS Resolution #10-98, December 2010 FS Resolution #11-61, April 2011	Faculty Welfare	Review complete
	Unemployment Compensation Benefits FS Resolution #10-98, December 2010 FS Resolution #11-61, April 2011	Faculty Welfare	Review complete
	Vacation and Sick Leave FS Resolution #10-98, December 2010 FS Resolution #11-61, April 2011	Faculty Welfare	Review complete
	Workers' Compensation FS Resolution #10-98, December 2010 FS Resolution #11-61, April 2011	Faculty Welfare	Review complete
	Flex Reimbursement Accounts FS Resolution #10-98, December 2010 FS Resolution #11-61, April 2011	Faculty Welfare	Review complete
	Serious Illness and Disability Leave for Faculty Policy (renamed Faculty Serious Illness & Parental Leave Policy) FS Resolution #10-48, April 2010 FS Resolution #11-61, April 2011 (NEW location)	Faculty Welfare	Review complete
	Academic Apparel (combined with Faculty Marshals and Mace Bearers) FS Resolution #10-16, February 2010	Faculty Welfare	Review complete
	Admission to Athletic Events FS Resolution #10-16, February 2010	Faculty Welfare	Review complete

	Cardiovascular Disease Risk Factor/ Identification/Reduction Program FS Resolution #10-16, February 2010	Faculty Welfare	Review complete
	Central Ticket Office FS Resolution #10-16, February 2010	Faculty Welfare	Review complete
	Computing & Information Systems Ctr. (renamed Information and Computer Services) FS Resolution #10-16, February 2010	Faculty Welfare	Review complete
	Continuing Education FS Resolution #10-16, February 2010	Faculty Welfare	Review complete
	Credit Union FS Resolution #10-16, February 2010	Faculty Welfare	Review complete
	Dining Services FS Resolution #10-16, February 2010	Faculty Welfare	Review complete
	Grants, Contract, and Cooperative Agreements FS Resolution #12-07, January 2012	Faculty Governance	Review complete
	Housing FS Resolution #10-16, February 2010	Faculty Welfare	Review complete
	Mendenhall Student Center FS Resolution #10-16, February 2010	Faculty Welfare	Review complete
	Police Department FS Resolution #10-16, February 2010	Faculty Welfare	Review complete
	Post Office and Campus Mail Service FS Resolution #10-16, February 2010	Faculty Welfare	Review complete
	Radiation Safety FS Resolution #10-16, February 2010	Faculty Welfare	Review complete
	Recreational Services FS Resolution #10-16, February 2010	Faculty Welfare	Review complete
	Supplies, Equipment, and Contractual Services FS Resolution #10-16, February 2010	Faculty Welfare	Review complete
	Telephone Service FS Resolution #10-16, February 2010	Faculty Welfare	Review complete
	Tuition Privileges for Faculty FS Resolution #10-38, March 2010 FS Resolution #10-95, December 2010	Faculty Welfare	Review complete
	Employment of Related Persons FS Resolution #10-39, March 2010	Faculty Welfare	Review complete
	External Professional Activities of Faculty and	Faculty Governance	Review complete

	Other Professional Staff FS Resolution #10-33, March 2010		
	Equal Employment Opportunity/Affirmative Action Policy FS Resolution #10-40, March 2010 FS Resolution #10-86, November 2010	Faculty Welfare	Review complete
	Substance Abuse Policy FS Resolution #10-97, December 2010	Faculty Welfare	Review complete
	Weapons Policy FS Resolution #11-20, February 2011	Faculty Welfare	Review complete
	Frequently Asked Questions about Faculty Personnel Records FS Resolution #10-34, March 2010	Faculty Governance	Review complete
Part 7	Policies and Guidelines for External Funding FS Resolution #12-39, March 2012	Faculty Governance	Review complete
	Patent Procedures of ECU FS Resolution #12-39, March 2012	Faculty Governance	Review complete
	Copyright Policy FS Resolution #12-39, March 2012	Faculty Governance	Review complete
	Principles and Policy for the Protection of Human Subjects of Research FS Resolution #12-39, March 2012	Faculty Governance	Review complete
	Animal Care and Use in Research in Instruction FS Resolution #12-39, March 2012	Faculty Governance	Review complete
	Policy and Procedures on Ethics in Research and Creative Activities FS Resolution #11-68, September 2011	Faculty Governance	Review complete
	Policy on the Custody, Retention, Transfer and Access to Research Data and Records FS Resolution #12-39, March 2012	Faculty Governance	Review complete
Part 8	Responsibilities of Administrative Officers FS Resolution #10-35, March 2010	Faculty Governance	Review complete
Part 9	ECU Organizational Charts FS Resolution #11-90, November 2011	Faculty Officers and Faculty Advisory Group	Review complete
Part 10	Charter of the UNC Faculty Assembly FS Resolution #12-08, January 2012	Faculty Officers , Faculty Advisory Group , and Faculty Governance	Review complete

Part 11	The UNC Code FS Resolution #12-09, January 2012	Faculty Officers , Faculty Advisory Group , and Faculty Governance	Review complete
Part 12	Personnel Action Dossier	Faculty Governance	Review complete
Part 13	Promotion and Tenure Timeline (Revised timeline effective July 1, 2011) FS Resolution #10-65, April 2010 FS Resolution #10-82, November 2010 FS Resolution #12-68, April 2012	Faculty Governance	Review complete
NEW SECTION	Statement on Professional Ethics FS Resolution #11-93, November 2011	Faculty Governance	Review complete
Appendix A	Faculty Constitution and By-Laws	Faculty Governance	Pending approval by: General Faculty 8/20/12 Chancellor 8/21/12
Appendix B	Policy for the Cumulative Review of Permanently Tenured Faculty FS Resolution # 09-33, September 2009	Faculty Governance	Review complete
Appendix C	Personnel Policies and Procedures for the Faculty FS Resolution # 09-33, September 2009 FS Resolution #10-83, November 2010 FS Resolution #11-94, November 2011 FS Resolution #12-76, April 2012	Faculty Governance	Review complete
Appendix D	Tenure and Promotion Policies and Procedures FS Resolution #09-51, December 2009	Faculty Governance	Review complete
Appendix F	Graduate School Organization FS Resolution #12-03, January 2012	Graduate Assembly and Faculty Officers	Review complete
Appendix I	Policy on Conflicts of Interest and Commitment FS Resolution #10-36, March 2010	Faculty Governance	Review complete
Appendix J	Informal Faculty Grievance Procedures for Grievances Involving Sex Discrimination and other Equal Employment Opportunity Complaints FS Resolution #12-43, March 2012	Grievance Board	Review complete
Appendix L	ECU Code FS Resolution #11-45, March 2011 FS Resolution #12-40, March 2012	Faculty Governance	Review complete

Appendix U	Policy on Improper Relationships Between Students and Faculty FS Resolution #11-91, November 2011	Faculty Officers and Faculty Advisory Group	Review complete
Appendix V	Sexual Harassment, Discrimination, and Conflicts of Interest Policies FS Resolution #12-44, March 2012	Grievance Board	Review complete
Appendix W	Racial and Ethnic Harassment Policies FS Resolution #12-45, March 2012	Grievance Board	Review complete
Appendix X	Grievance Procedures for Complaints of Sexual or Racial Harassment or Discrimination or Conflicts of Interest Brought Against ECU Faculty Members or Administrators Holding Faculty Status FS Resolution #12-42, March 2012	Grievance Board	Review complete
Appendix Y	Grievance Policies and Procedures FS Resolution #11-89, November 2011 FS Resolution #12-17, January 2012	Faculty Grievance	Review complete
	Items Removed from the ECU Faculty Manual		

Rev. 6-22-12