

Faculty Senate Resolution #12-05

Approved by the Faculty Senate: January 24, 2012

Rejected by the Chancellor: February 27, 2012

Revisions to the *ECU Faculty Manual*, Part II. University Organization,
Subsection III. University Policy

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

Revise and keep in the Faculty Manual.

~~III. University Policy~~

III. Vetting of Administrative Statements of Policy in matters relating to Faculty

The following outlines the internal Faculty Senate process for obtaining Formal Faculty Advice on Administrative Policies.

Based on the East Carolina University Policy Manual, the official repository of all approved policies, regulations, and rules (PRRs) at East Carolina University, the following process has been established for the solicitation and provision of faculty advice on all matters involving faculty in the areas of academic policies, regulations, and procedures and administrative governance (www.ecu.edu/prr).

When the need for an administrative policy, regulation, or rule is determined which pertains to faculty, the appropriate authority (Chancellor) or delegated authority will discuss the proposal with the Chair of the Faculty. The appropriate delegated authority (e.g. Provost, Academic Council) provides the Chair of the Faculty with a draft of the proposed administrative policy. The Chair of the Faculty asks the appropriate university academic/apellate committee to review and provide feedback and recommendations to the Faculty Senate within a specific time frame, as designated by the Chair of the Faculty in consultation with the appropriate authority or designated authority.

Following committee review and vetting, the committee will submit the recommendation to the Faculty Senate as a means of formal faculty advice on the proposed administrative policy. The Faculty Senate will vote on the recommendation of the university committee as formal advice for the proposed administrative policy. The formal advice will be documented following the same recordkeeping process as all other Faculty Senate actions and resolutions.

If the formal advice on the PRR is approved by the Faculty Senate, the formal advice will be submitted to the Chancellor following the normal established approval/review process, in addition to the appropriate delegated authority for the PRR (e.g. Provost, Academic Council). The Chancellor will act according to the established process and notify the Chair of the Faculty that the faculty's formal advice has been considered. The appropriate delegated authority will notify the Chair of the Faculty that the faculty's formal advice has been considered.

The Chair of the Faculty will receive formal notification from the appropriate authority (Chancellor) or delegated authority (e.g. Provost, Academic Council) following approval of the proposed administrative policy. A history of the Faculty Senate recommendation/formal advice will be maintained in the Faculty Senate office in the same manner as all other Senate actions and resolutions and maintained as feedback to the PRR policy when published in the University Policy Manual.

The chancellor, as the administrative and executive head of East Carolina University, exercises the authority and responsibility assigned to him or her in Chapter Five of [The Code](#) of the University of North Carolina. Subject to the policies of the board of governors and the direction of the president of The University of North Carolina, the chancellor and the board of trustees establish policies for the institution. In establishing policies, the chancellor receives advice from the administrative staff, the Graduate Assembly, the Faculty Senate, administrative and academic committees, and the Student Government Association. The chancellor delegates administrative responsibility to the five vice chancellors as described in [Part VIII](#) of the Faculty Manual. The planning, development, and administration of university policy are achieved by close interaction of the administrative organization and the faculty policy-making organization.
