



## Office of the Chancellor

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### Memorandum

**To:** Mark Sprague  
Chair of the Faculty

**From:** Steve Ballard  
Chancellor

**Date:** March 3, 2014

**SUBJECT:** February 4, 2014 Faculty Senate Resolutions



I hereby **approve** the following resolutions which were adopted by the Faculty Senate on February 4, 2014:

Faculty Senate Resolution 14-02

Revisions to Transfer Admission Guidelines to remove MATH 1065 and ENGL 1200 from the required courses for admission of transfer students, as noted below (full resolution attached)

Faculty Senate Resolution 14-04

Addition to the *ECU Faculty Manual*, Part VIII, Section I, subsection II.B. Teaching Load as noted below (full resolution attached)

Faculty Senate Resolution 14-06

Additions to Summer 2014 University Calendar as noted below (full resolution attached)

Faculty Senate Resolution 14-09

Curriculum and academic matters contained in the University Curriculum Committee meeting minutes of November 14, 2013

Faculty Senate Resolution 14-12

Curriculum matters acted on and recorded in the Service Learning Committee meeting minutes of December 10, 2013, including requests for service learning (SL) designation for ART 3851: Art in the Elementary School, SL\*, BIOL 3150: Plant Biology, SL\*, ENGL 3880: Writing for Business and Industry, SL\*, and ENGL 4950: Children's Literature, SL\* (The asterisk indicates that only some sections will be designated as SL which is consistent with catalog procedures)

Faculty Senate Resolution 14-13

Curriculum matters acted on and recorded in the Writing Across the Curriculum Committee meeting minutes of December 9, 2013, including requests for writing intensive

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(WI) designation for ECON 4700: Applications of Economic Analysis, ENGL 3875: Peer Tutoring, and ENGL 3290: Asian-American Literature and removal of WI designation for COMM 4905: Media Ethics

Faculty Senate Resolution 14-16

Request to change the name of the Department of Philosophy to Department of Philosophy and Religious Studies

Faculty Senate Resolution 14-18

Request to create a Minor in Creative Writing in the Department of English; request to discontinue BM in Music Theory Composition in School of Music; Request to retitle BM in Performance to BM in Music in the School of Music; and request to add three new concentrations to the retitled BM in Music degree in the School of Music

Faculty Senate Resolution 14-19

Revisions to Part XII, Section IV, subsection II.B. Grievance Procedures for Complaints of Grievance Procedures for Complaints of Unlawful or Prohibited Harassment, Discrimination or Improper Relationships Brought Against East Carolina University Faculty Members or Administrators Holding Faculty Status as noted below (full resolution attached)

**The following resolutions are approved with comment:**

Faculty Senate Resolution 14-14

Academic Program Review of the Dance Program and response to the external review recommendations

Faculty Senate Resolution 14-15

Academic Program Review of the Department of Psychology and response to the external review recommendations

**Receipt of the program reviews in Resolutions 14-14 and 14-15 is acknowledged and the responses to those reviews have been received; however, there is no approval on actions or recommendations in the aforementioned program reviews.**

**The following resolution is approved with editorial revisions:**

Faculty Senate Resolution 14-03

Addition to the *University Undergraduate Catalog* regarding the timing of major declaration, as noted below.

(Addition is noted in **bold** print.)

“Declaration or Change of Major and Minor

**Students should declare the major by the time they have earned sixty (60) semester hours of credit. To earn a degree in a timely manner, several academic departments recommend that students declare their major even earlier in their academic careers.** Students should consult their academic advisor regarding the process for declaring a major and/or minor.

#### Declaring a Major

To declare (to be admitted to) a major, a student must complete the admission requirements for the program and complete the formal admission process as specified by the program. Students may choose to earn a baccalaureate degree, two baccalaureate degrees simultaneously (dual degree), or a double major. Students who hold a baccalaureate degree and wish to pursue a second undergraduate degree will follow the requirements for a dual or second major, below. (See Academic Requirements for Degrees and Minors.)

Student athletes and pre-health/pre-law students are assigned to academic advisors in their majors. Athletics and the Pre-Professional Advising for Allied Health, Medicine, Dentistry, and Law continue to provide monitoring and support in helping these students to meet their program requirements.

#### Declaring a Minor

If a degree program requires a minor, the minor must be identified at the time the student declares his or her major and must be approved by the major chairperson or dean or his or her designee. All BA degrees require a minor unless the degree requirements include a concentration and/or specified cognates. (See Academic Requirements for Degrees and Minors.)”

**To avoid ambiguity, the second sentence under “Declaration or Change of Major or Minor” should read as follows:**

***“To earn a degree in a timely manner, it is recommended that all students declare a major as soon as possible in their academic careers.”***

#### **Formal Faculty Advice was received for the following resolutions:**

##### Faculty Senate Resolution 14-01

Formal faculty advice on curriculum matters acted on and recorded in the November 20, 2013 Graduate Curriculum Committee meeting minutes

##### Faculty Senate Resolution 14-11

Formal faculty advice on new and revised Interim Regulations Regarding HIPAA, including no recommended changes to the new and revised interim regulations regarding HIPAA

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**Formal Faculty Advice was received with comment for the following resolution:**  
Faculty Senate Resolution 14-10

Formal Faculty Advice on Proposed University Regulation Concerning Weapons on Campus, as noted below (full resolution attached)

**With respect to the proposed revisions, the language should remain as it is in the Interim PRR to ensure East Carolina University is in line with the language used in the statute from the General Assembly.**

pc: Faculty Senate Officers  
Dr. Marilyn Sheerer, Provost and Senior Vice Chancellor for Academic Affairs  
Dr. Phyllis Horns, Vice Chancellor for Health Sciences  
Dr. Ron Mitchelson, Interim Vice Chancellor for Research and Graduate Studies