

EAST CAROLINA UNIVERSITY

2015-2016 FACULTY SENATE

The third regular meeting of the 2015-2016 Faculty Senate will be held on **Tuesday, November 3, 2015**, at 2:10 in the Mendenhall Student Center Great Room.

FULL AGENDA

- I. Call to Order
- II. Approval of Minutes
[October 6, 2015](#)
- III. Special Order of the Day
 - A. Roll Call
 - B. Announcements
 - C. Rick Niswander, Vice Chancellor for Administration and Finance
 - D. Nancy Winterbauer, UNC Faculty Assembly Delegate
Report on [October 23, 2015](#) UNC Faculty Assembly Meeting
 - E. John Stiller, Chair of the Faculty
 - F. Approval of Fall 2015 Graduation Roster, including honors program graduates
 - G. Question Period
- IV. Unfinished Business
- V. Report of Graduate Council
Graduate Council, Denise Donica
Formal faculty advice on policy action items (GC 15-19) acted on and recorded in the [October 19, 2015](#) Graduate Council meeting minutes and [supporting documents](#), to include the Dual Degree Program Policy revision, and the revised Master's Pre-Thesis Research Approval Form; Graduate Curriculum Committee meeting minutes from [October 7, 2015](#), [September 16, 2015](#), [September 2, 2015](#), [August 26, 2015](#) including curriculum action items (GC 15-20) from the Department of Physical Therapy within the College of Allied Health Sciences, Department of Interdisciplinary Professions within the College of Education, Department of Kinesiology within the College of Health and Human Performance, Department of Communication Sciences and Disorder within the College of Allied Health Sciences, Department of Public Health at the School of Medicine; programmatic actions (GC 15-21) forwarded to the Education Policies and Planning Committee, included title revision of existing certificate from Registered Health Information Administrator (RHIA) to Health Information Management (HIM) in the Department of Health Services and information Management within the College of Allied Health Sciences, consolidation of the PhD in Anatomy and Cell Biology, PhD in Biochemistry and Molecular Biology, PhD in Microbiology and Immunology, PhD in Pharmacology and Toxicology, and PhD in Physiology into one degree: PhD in Biomedical Sciences within the School of Medicine; addition of Applied Research Option Within the MA in School Psychology

in the Department of Psychology within the College of Arts and Sciences, Movement of Sustainable Tourism from The Graduate School to the College of Business, School of Hospitality Leadership.

VI. Report of Committees

A. Foundations Curriculum and Instructional Effectiveness Committee, George Bailey

1. Curriculum and academic matters acted on and recorded in the meeting minutes of [October 19, 2015](#) including approval of global diversity designation for GEOL 2100 and foundations humanities credit for GRBK 3001.
2. Recommendation that a moratorium on consideration of courses for Foundations credit be instituted effective January 1, 2016.
3. Recommendation to reduce required semester hours of general education beginning Fall 2016 (attachment 1).

B. University Curriculum Committee, Lori Flint

Curriculum and academic matters acted on and recorded in the [September 24, 2015](#) University Curriculum Committee meeting minutes including curricular actions within the Department of History and College of Education and [October 8, 2015](#) University Curriculum Committee meeting minutes including curricular actions within the Department of Physics.

C. Educational Policies and Planning Committee, Don Chaney

Curriculum and academic program matters contained in the meeting minutes of [October 9, 2015](#) including a Request to approve consolidation of the three programs in Physics (BS in Physics, BS in Applied Physics, BA in Physics); the discontinuation of the BS in Applied Physics and the BA in Physics; and the offering of three concentrations under the BS in Physics (Research, Professional, and Practical) all within the Department of Physics and program review revision response for the PhD in Coastal Resources Management and Institute for Coastal Science and Policy within the Institute for Coastal Science and Policy and program review revision response for the Doctoral Program in Higher Education within the College of Education. *(Copies of items listed are available through the Faculty Senate office.)*

D. Faculty Governance Committee, Jonathan Morris

UNC-General Administration's addition to *ECU Faculty Manual*, [Part IX, Section II](#). Performance Review of Tenured Faculty of East Carolina University (attachment 2).
For information only.

E. Service Learning Committee, Tara Gallien

Curriculum and academic matters contained in the meeting minutes of [October 20, 2015](#) including approval of service learning (SL) designation (with an asterisk) for KINE 1010.

VII. New Business

**Faculty Senate Agenda
November 3, 2015
Attachment 1.**

FOUNDATIONS CURRICULUM AND INSTRUCTIONAL EFFECTIVENESS COMMITTEE REPORT
Recommendation to reduce required semester hours (SH) of general education beginning Fall 2016

- Decrease Humanities and Fine Arts from 10 SH to 9 SH;
- Decrease Natural Science from 8 SH to 7 SH (retaining the requirement of one laboratory hour);
- Decrease Social Science from 12 SH to 9 SH from at least two different areas;
- Require a 3 SH “general education elective” from one of the following categories (humanities/fine arts, social/behavioral sciences or natural science/mathematics).

**Faculty Senate Agenda
November 3, 2015
Attachment 2.**

For Information Only
FACULTY GOVERNANCE COMMITTEE REPORT
UNC-General Administration’s addition to
Performance Review of Tenured Faculty of East Carolina University

Revised [Performance Review of Tenured Faculty of East Carolina University](#)

(*ECU Faculty Manual*, Part IX, Section II., [FS Resolution #15-28](#))

Approved by the Faculty Senate: March 17, 2015

Held by the Chancellor: March 31, 2015 ([for further study](#))

Approved by the Chancellor: May 12, 2015 ([with stipulation](#))

Approved by the Board of Trustees: July 17, 2015 (with no changes)

Approved by the UNC General Administration: October 23, 2015

UNC-General Administration’s addition is highlighted below:

“D. Review Process

Performance Review of Tenured Faculty shall cover all aspects of the faculty member’s professional performance. The review will be informed by the faculty member’s annual reports and annual evaluations (*ECU Faculty Manual*, Part VIII, Section I (III.). Evaluations) and consistent with the faculty member’s 5-year plan (utilizing the form in Section III or an alternate five-year plan approved in the unit code), but primarily shall be based on a comprehensive assessment of the faculty member’s teaching, research, service, and other duties, including contributions to the departmental college/school and university goals, contributions to the academic programs in which the faculty member teaches, and any other professional activities bearing on the faculty member’s performance of his or her duties during the period under review. For permanently tenured full-time faculty members who have received University approved leaves of absence, the expectations for the review period will be adjusted accordingly. A permanently tenured faculty member who is on leave during a block plan will be reviewed at time of their return to full-time service.

Should a subsequent academic unit administrator disagree with the annual reviews and annual reports of an individual faculty member composed before the term of office of the incumbent administrator, the administrator shall not dismiss, alter, or argue against the body and conclusions of the earlier annual reviews and reports.

The initial review shall be conducted by the unit administrator who, using the attached Form, shall prepare a performance review report which shall consist of a narrative evaluation of the overall performance of the candidate that takes into account the relative weights assigned to each duty during each of the years being reviewed and the amount of reassigned time from teaching to the performance of other duties for each year under review. This evaluation shall conclude with an overall ranking that categorizes each faculty member's performance as "meets," "exceeds," or "does not meet" expectations. A negative review must include a statement of the faculty member's primary responsibilities and specific descriptions of shortcomings as they relate to the faculty member's assigned duties.

The evaluative report, together with the faculty member's annual reports and annual performance evaluations for the period under review, a copy of the faculty member's 5-year plan, a copy of the faculty member's current curriculum vita, and any other material the faculty member provided to the review committee in support of his/her professional performance over the review period, shall be forwarded to the Performance Review Committee and shall become part of the permanent personnel file. For each faculty member, the Performance Review Committee shall either agree or disagree with the evaluation of the unit administrator.

When the unit administrator and the Performance Review Committee agree, the Performance Review Committee shall report this agreement on the Form. The unit administrator shall provide a copy of the report to the faculty member and place a copy of the report in the faculty member's personnel file.

When the unit administrator and Performance Review Committee disagree, every effort (including discussion and negotiation) shall be made to resolve the disagreement within the unit. If the effort to resolve the disagreement fails, the Performance Review Committee shall prepare its own report. The unit administrator shall provide copies of both reports to the faculty member and the matter will be referred to the next higher administrator, who after reviewing both reports and the faculty member's supporting materials, shall make an independent decision, which shall be reported in writing to the faculty member and forwarded, together with Committee and unit administrator reports, to the Provost (or Vice Chancellor for Health Sciences).

The faculty member may provide the unit administrator with a written response within 10 calendar days of receiving his or her unit-level performance review (see Section II F). A copy of the faculty member's response will be placed in the faculty member's personnel file and provided to the Performance Review Committee. The response will also be shared at the next highest administrative level.

The next higher administrator shall review all Performance Review reports, including any faculty member's response to those reports, and either concur or not concur, then notify the unit administrator and the chair of the unit Performance Review Committee, and forward her/his review to the Provost or the Vice Chancellor for Health Sciences who is responsible for ensuring the integrity of the review process. **The Provost will annually certify to the UNC President or his/her designee that all aspects of the review process are in compliance with UNC Policy 400.3.3.**

Immediately after the completion of each level of administrative review, the administrator's report shall be communicated to all appropriate lower-level administrators, the tenured faculty member, and the Unit Performance Review Committee.

A copy of the report shall be placed in the faculty member's personnel file.

A faculty member may provide the unit administrator with a written response within 10 calendar days of receiving his or her unit-level performance review. A copy of the faculty member's response will be placed in the faculty member's personnel file and provided to the Performance Review Committee. A faculty member's response will be forwarded to the next higher administrator.

At the discretion of the faculty member, the final review may be appealed in accordance with the provisions of the grievance procedure of Part XII, Section I, as appropriate.”

Highlights of Key Changes Required by UNC Policy Revision, June 2015

- In consultation with department chairs, faculty should develop five-year goal(s) or plans which include milestones that are aligned with annual performance evaluations. Campus policies should be clear that these plans can be modified annually by the faculty member, in consultation with the department chair.
- The department chair or academic unit head must consult with the peer review committee in rendering his/her evaluation.
- Deans must provide an evaluative review in addition to the review conducted by the peer review committee and the department chair.
- The provost must certify that all aspects of the post-tenure review process for that year are in compliance with policy and guidelines.
- Institutions shall provide ongoing support and training for all post-tenure review evaluators, including peer review committee members, department chairs or academic unit heads and deans.
- The provost will certify that required training has been conducted.
- Establishment of at least three assessment categories reflecting whether a faculty member exceeds expectations, meets expectations, or does not meet expectations.