



2016-2017 FACULTY SENATE

The second regular meeting of the 2016-2017 Faculty Senate will be held on **Tuesday, October 4, 2016**, at 2:10 in the Mendenhall Student Center Great Room.

FULL AGENDA

I. Call to Order

II. Approval of Minutes

[September 6, 2016](#)

III. Special Order of the Day

- A. Roll Call
- B. Announcements
- C. Cecil Staton, Chancellor
- D. Mike Van Scott, Interim Vice Chancellor for Research, Economic Development and Engagement
- E. John Fletcher, Associate Provost Enrollment Services and Dave Meredith, Director of Undergraduate Admissions with annual report on 2016 Freshman Class
- F. Jeff Compher, Director of Athletics
- G. Cal Christian, NCAA Faculty Athletics Representative
Report on University Athletic Committee's Academic Integrity Subcommittee
- H. John Stiller, Chair of the Faculty
- I. Question Period

IV. Unfinished Business

Faculty Governance Committee, Jay Morris
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 (attachment 1).

V. Report of Graduate Council

Graduate Council, Denise Donica
Formal faculty advice on curriculum and academic matters acted on and recorded in the September 19, 2016, Graduate Council minutes, including curriculum action items (GC 15-29) within the Graduate Curriculum Committee meeting minutes from

[March 30, 2016](#), and [April 13, 2016](#) including items from the Department of Recreation and Leisure Studies, Department of Educational Leadership, and the Department of Political Sciences. Programmatic actions within the Graduate Curriculum Committee meeting minutes of [March 30, 2016](#) were forwarded to the Educational Policies and Planning Committee (EPPC), and included a proposal of New Graduate Certificate: Dual Language Immersion Administration (DLI) and New Concentration: DLI Concentration in Educational Specialist in Administration in the Department of Educational Leadership within the College of Education.

Formal faculty advice on policy matters acted on and recorded in the [September 19, 2016](#), Graduate Council minutes, including policy action item (GC 15-30), changes to the Graduate Catalog policy on “Disruptive Academic Behavior”, from “Students removed from a course under this policy will receive a grade of drop” according to university policy” to “Students removed from a course under this policy will receive a grade of “W” according to university policy”.

VI. Report of Committees

- A. Faculty Grievance Committee, Chris Duffrin
Overview of 2015-2016 Committee Activities (attachment 2).
- B. Committee on Committees, Crystal Chambers
Election of Members to the Appellate Hearing Committee (attachment 3).
- C. Writing Across the Curriculum Committee, Jen Scott Mobley
Curriculum and academic matters contained in the meeting minutes of [January 11, 2016](#), removing WI designation from READ 4534; meeting minutes of [March 14, 2016](#), removing WI designation from WOST 3500 and WOST 4200; and meeting minutes of [September 12, 2016](#), removing WI designation from NURS 4420, NURS 4440, NURS 4910 and IENG 2020.
- D. Undergraduate Curriculum Committee, Jean Luc Scemama
Curriculum and academic matters contained in the meeting minutes of [September 22, 2016](#) including curricular actions within the Colleges of Allied Health Sciences, Business, Fine Arts and Communication, Engineering and Technology and Departments of Philosophy and Religious Studies, Chemistry and Interdisciplinary Program in Russian Studies.
- E. Foundations Curriculum and Instructional Effectiveness Committee, George Bailey
Rescind Moratorium on Consideration of Courses for Foundations Credit (attachment 4).
- F. Unit Code Screening Committee, Patricia Anderson
 - 1. Revised [Department of Chemistry](#) Unit Code of Operation.
 - 2. Editorially revised General Guidelines for Writing and Revising a Unit Code of Operation and Cover/Signature Page, for information only (attachment 5).

VII. New Business

Faculty Senate Agenda
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Attachment 1.

FACULTY GOVERNANCE COMMITTEE REPORT

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

Add new subsection as follows:

“III. Faculty Presence

It is expected that faculty members will be consistently present and engaged on campus to carry out their responsibilities in teaching, scholarship, and service. Faculty members should have regular availability for engagement with colleagues and students during the academic workweek. Since there may be instances in which faculty members have exceptional professional opportunities that entail the need to work remotely, temporary exceptions to these expectations may be requested in advance. In these cases, faculty members must request written approval in advance from the unit Personnel Committee, department chair, unit administrator, dean, and the appropriate vice chancellor, who makes the final decision. Approval of an application for a temporary exception to faculty presence expectations must not impact a faculty member's ability to comply with the reasonable expectations of East Carolina University in how he or she carries out professional responsibilities.

Applicants seeking temporary exceptions to faculty presence expectations must provide departure and return dates, a detailed justification, and an explanation of how the applicant plans to fulfill his or her University responsibilities during the absence.

These provisions do not apply to routine travel for conferences, research, and other short-term professional activities or to leaves of absence as defined in [Part XI, Section I.](#)”

Renumbering the remaining subsections as follows:

- ~~III~~**IV.** Annual Evaluation
- ~~IV~~**V.** Reappointment of Probationary Term Faculty Members
- ~~V~~**VI.** Subsequent New Appointments of Fixed-Term Faculty Members
- ~~VI~~**VII.** Professional Advancement
- ~~VII~~**VIII.** Salary
 - A. Initial Salary
 - B. Determination of Annual Salary Increments
 - C. Benefits and Salary Increases for Fixed-Term Faculty
- ~~VIII~~**IX.** Faculty Personnel Files
- ~~IX~~**X.** Amendment Procedure
- ~~X~~**XI.** Effective Date
- ~~XI~~**XII.** Faculty Personnel File Checklists
- ~~XII~~**XIII.** Conflicts of Interest & Commitment and External Activities for Pay

**Faculty Senate Agenda
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Attachment 2.**

FACULTY GRIEVANCE COMMITTEE REPORT
Overview of 2015-2016 Committee Activities

As stated in the *ECU Faculty Manual*, [Part XII, Section I](#), subsection V. an annual report on grievances is provided to the Faculty Senate at the second meeting of the academic year. Such reports shall protect the confidentiality of the grievance proceedings and parties.

Faculty Grievances from August 31, 2015 – September 1, 2016

Grievance	#1
Faculty Status	Tenured
1. Met/discussed with Respondent	YES
2. Petition for Redress	NO
3. Mediation (45 days) or Chancellor Review (20 days)	NO
4. Request for Hearing	NO
5. The Hearing (35 days)	---
6. Hearing Panel Report in favor of Grievant	---
Respondent's adjustments in favor of Grievant	---
Closed	YES
Appealed to Chancellor	---
Chancellor's Decision in favor of Grievant (20 days)	---
7. Appealed to the BOG	---
The BOG Decision in favor of the Grievant	---
Number of days from after Step 1 until last completed event	54 days

Other than the one initial grievance discussion, there were no formal grievances filed with the Faculty Grievance Committee from August 31, 2015 through September 1, 2016.

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COMMITTEE ON COMMITTEES REPORT

Election of one Regular and Alternate Member to the Appellate Hearing Committee

Nominees

OPEN - regular 2019 term

Margaret Arnd-Caddigan, Social Work - alternate 2018 term

Regular Members	Academic Unit	Faculty Status	Term	College/School	Office Location	Mail #	Office #
Angela Thompson	History	Asst. Professor	2017	Arts & Sciences	Brewster A203	554	328-1035
John Harer <i>Vice Chair</i>	Education	Assoc. Professor	2017	Education	Ragsdale 126A	172	328-4389
Michael Albers	English	Professor	2018	Arts & Sciences	Bate 210	555	328-6374
Lisa Barricella <i>Chair</i>	Academic Library Services	Assoc. Professor	2019	Academic Library Services	Joyner 1201	516	328-0838
OPEN			2019				
Alternate Members (with vote)							
John Collins <i>Secretary</i>	Philosophy and Religious Studies	Assoc. Professor	2017	Arts & Sciences	Brewster A335	562	328-6112
Ziwei Lin	Physics	Assoc. Professor	2017	Arts & Sciences	Howell	563	328-2941
Clifford Hayslip	Medicine	Professor	2018	Medicine	2160 Herbert Ct.	630	744-3850
OPEN			2018				
Eric Shouse	Communication	Assoc. Professor	2019	Fine Arts & Communication	Joyner East 124	524	328-0433

**Faculty Senate Agenda
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Attachment 4.**

GENERAL EDUCATION AND INSTRUCTIONAL EFFECTIVENESS COMMITTEE REPORT
Rescind Moratorium on Consideration of Courses for Foundations Credit

The Committee proposes to rescind the moratorium on consideration of courses for foundations credit that was approved by the Faculty Senate and approved by the Chancellor on December 8, 2015 (#15-90 below).

Resolution #15-90

Approved by the Faculty Senate: November 3, 2015

Approved by the Chancellor: December 8, 2015

Recommendation that a moratorium on consideration of courses for Foundations credit be instituted effective January 1, 2016 and lasting until January 1, 2017. The moratorium does not apply to revisions to courses that already carry foundations credit.

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Attachment 5.**

UNIT CODE SCREENING COMMITTEE REPORT

Editorially revised General Guidelines for Writing and Revising a Unit Code of Operation and Cover/Signature Page

For information only

General Guidelines for Writing and Revising a Unit Code of Operation

Unit codes should be developed and revised according to the *ECU Faculty Manual*, Part IV, [Section I.](#) Academic Code Units and [Section II.](#) Unit Codes. The code revision cycle is 5 years as noted in Part IV, Section II(F). In an effort to make the process easier, below are links to templates for use by academic units. All unit codes submitted must conform to the revised unit code templates. A unit code that does not conform will be returned to its unit.

Faculty are encouraged to contact the Unit Code Screening Committee (ucc@ecu.edu) or Educational Policies and Planning Committee (epc@ecu.edu) with any questions or concerns as they go through the drafting process.

<p>Review and approval of new or revised unit codes involve the Unit Code Screening Committee</p> <p>Memo requesting approval of a new or revised unit code of operation</p>	<p>Review and approval of provisional unit codes involve the Educational Policies and Planning Committee</p> <p>Memo requesting approval of a provisional unit code of operation</p>
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Cover/Signature Page revised form for a new or revised unit code of operation	Cover/Signature Page for a provisional unit code of operation
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Unit codes may include additional relevant sections as long as they conform in the same relative order as the [Unit Code of Operation Format](#). Academic units must submit clean copies of its code to the appropriate committee and may choose to submit explanatory documents along with its code (such as a table of changes) but this is not required.

A **PDF electronic copy** of all information should be sent to the appropriate committee via the Faculty Senate office at facultysenate@ecu.edu. **Following communication with the appropriate Committee Chair, 15 printed copies** of the memo, cover/signature page, and new, revised or provisional unit code should be forwarded to the appropriate committee via the Faculty Senate office (140 Rawl Annex, 109 mail stop).

Scheduled committee meeting dates are available on the appropriate committee’s webpage (referenced above). Submission of materials must be received at least ONE WEEK prior to the scheduled committee meeting. Upon receipt of the pdf electronic copy, the appropriate committee chairperson will acknowledge placement on an upcoming meeting agenda.
(Faculty Senate Resolution #12-108, December 4, 2012)

COVER/SIGNATURE PAGE

REVISED UNIT CODE OF OPERATIONS

UNIT NAME: XXXXX

SCHOOL/COLLEGE OF: XXXXX

EAST CAROLINA UNIVERSITY

Revised Unit Code Approval

1. Approved by the tenured faculty of the unit:

Chair, Code Unit Committee _____ Date: _____

Unit Administrator _____ Date: _____

2. Submitted to Next Highest Administrator for advice:

Administrator _____ Date: _____

3. If changed, reapproved by tenured faculty of the unit*:

Chair, Code Unit Committee _____ Date: _____

Unit Administrator _____ Date: _____

4. Reviewed/recommended by Faculty Senate Unit Code Screening Committee:

Committee Chair _____ Date: _____

5. Approved by the East Carolina University Faculty Senate:

Chair of the Faculty _____ Date: _____

6. Approved by East Carolina University Chancellor/or designee:

Chancellor _____ Date: _____

(Effective Date of Unit Code is the date of the Chancellor's Signature)

Effective Date of Code: _____

* Any changes to the code that are made after the original approval by a majority of the tenured faculty of the unit, in response to advice received from the next higher administrator, must be approved again by a majority of the tenured faculty of the unit.