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 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:

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

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

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.
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

<table>
<thead>
<tr>
<th>Regular Members</th>
<th>Academic Unit</th>
<th>Faculty Status</th>
<th>Term</th>
<th>College/School</th>
<th>Office Location</th>
<th>Mail #</th>
<th>Office #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Angela Thompson</td>
<td>History</td>
<td>Asst. Professor</td>
<td>2017</td>
<td>Arts &amp; Sciences</td>
<td>Brewster A203</td>
<td>554</td>
<td>328-1035</td>
</tr>
<tr>
<td>John Harer</td>
<td>Education</td>
<td>Assoc. Professor</td>
<td>2017</td>
<td>Education</td>
<td>Ragsdale 126A</td>
<td>172</td>
<td>328-4389</td>
</tr>
<tr>
<td>Michael Albers</td>
<td>English</td>
<td>Professor</td>
<td>2018</td>
<td>Arts &amp; Sciences</td>
<td>Bate 210</td>
<td>555</td>
<td>328-6374</td>
</tr>
<tr>
<td>Lisa Barricella</td>
<td>Academic Library Services</td>
<td>Assoc. Professor</td>
<td>2019</td>
<td>Academic Library Services</td>
<td>Joyner 1201</td>
<td>516</td>
<td>328-0838</td>
</tr>
<tr>
<td>OPEN</td>
<td></td>
<td></td>
<td>2019</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

External Members (with vote)

<table>
<thead>
<tr>
<th>Alternate Members</th>
<th>Academic Unit</th>
<th>Faculty Status</th>
<th>Term</th>
<th>College/School</th>
<th>Office Location</th>
<th>Mail #</th>
<th>Office #</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Collins</td>
<td>Philosophy and Religious Studies</td>
<td>Assoc. Professor</td>
<td>2017</td>
<td>Arts &amp; Sciences</td>
<td>Brewster A335</td>
<td>562</td>
<td>328-6112</td>
</tr>
<tr>
<td>Ziwei Lin</td>
<td>Physics</td>
<td>Assoc. Professor</td>
<td>2017</td>
<td>Arts &amp; Sciences</td>
<td>Howell</td>
<td>563</td>
<td>328-2941</td>
</tr>
<tr>
<td>Clifford Hayslip</td>
<td>Medicine</td>
<td>Professor</td>
<td>2018</td>
<td>Medicine</td>
<td>2160 Herbert Ct.</td>
<td>630</td>
<td>744-3850</td>
</tr>
<tr>
<td>OPEN</td>
<td></td>
<td></td>
<td>2018</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Eric Shouse</td>
<td>Communication</td>
<td>Assoc. Professor</td>
<td>2019</td>
<td>Fine Arts &amp; Communication</td>
<td>Joyner East 124</td>
<td>524</td>
<td>328-0433</td>
</tr>
</tbody>
</table>
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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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.
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.