2018-2019 FACULTY SENATE

The eighth regular meeting of the 2018/2019 Faculty Senate will be held on Tuesday, April 23, 2019, at 2:10 pm in the East Carolina Heart Institute (Banquet Room A located at 115 Heart Drive, map linked here). Please note new meeting location.

AGENDA
live recording

I. Call to Order

II. Approval of Minutes

    February 26, 2019 and March 26, 2019

III. Special Order of the Day

    A. Roll Call

    B. Announcements

    C. Dan Gerlach, Interim Chancellor Designate

    D. Ron Mitchelson, Provost and Senior Vice Chancellor for Academic Affairs Enrollment Management Task Force

    E. Ying Zhou, Associate Provost for Institutional Planning, Assessment, and Research Faculty Salary Inversion and Compression Task Force 2019 Faculty Salary Compression Study

    F. Jordan Koonts, 2018/19 Student Government Association President Colin Johnson, 2019/20 Student Government Association President

    G. LaKesha Alston Forbes, Associate Provost of Equity and Diversity Report on initiatives designed to improve faculty representation in employment and promotion rates (ref. FS Resolution 13-35) and information about a Faculty Academy.

    H. Cynthia Deale, Faculty Assembly Delegate Report on April 12, 2019 UNC Faculty Assembly Meeting

    I. Jeff Popke, Chair of the Faculty
J. Question Period

IV. Unfinished Business

V. Report of Graduate Council

Graduate Council, Ron Preston
Formal faculty advice on curriculum and academic matters acted on during the April 8, 2019, Graduate Council meeting which included level 1 curriculum action items from the Graduate Curriculum Committee meeting minutes of March 20, 2019 and April 3, 2019 which were approved by its delegated authority and reported here for informational purposes.

VI. Report of Committees

A. Faculty Welfare Committee, Lee Johnson
Formal faculty advice on revised Use of University Property Regulation (attachment 1).

B. Undergraduate Curriculum Committee, Jean Luc Scemama revised report
Curriculum and academic matters acted on during the March 14, 2019 meeting, including curricular actions within Interdisciplinary Programs, Colleges of Business, Allied Health Sciences, Engineering and Technology and Education and Departments of Kinesiology, Sociology, Political Science, English, Economics, Chemistry and Criminal Justice. Matters acted on during the March 28, 2019 meeting, including curricular actions within Department of Geography, Planning and Environment and Colleges of Education and Engineering and Technology; and matters acted on during the April 11, 2019 meeting, including curricular actions within College of Education and Departments of Interior Design and Merchandising, Chemistry and Mathematics.

C. Unit Code Screening Committee, Cheryl Johnson
2. Revised School of Theatre and Dance Unit Code of Operations.

D. Service-Learning Committee, Almitra Medina
1. Revised Service-Learning Designation Course Application Evaluation Rubric (attachment 2).
2. Revised Service-Learning (SL) Designation Course Process (attachment 3).

E. Committee on Committees, Gregory Lapicki
Second reading of proposed addition to the Teaching Grants Committee Charge (attachment 4).

F. Research/Creative Activities Committee, Zac Domire
Formal faculty advice on revised Regulation on Export Control Compliance (attachment 5).

G. Educational Policies and Planning Committee, Mark Bowler
Curriculum and academic matters acted on during the April 12, 2019 meeting including proposed New program: Accelerated Bachelor of Science in Economics/Master of Science in Quantitative Economics and Econometrics within the Department of Economics; Program revision/new academic home: MAEd in Reading and Literacy Education within the College of Education; New graduate certificate: Integrated Behavioral Health with Rural Youth within College of Education; New degree designation/program revision: MA to MS in Construction Management within
Department of Construction Management; Graduate certificate revision: Lean Six-Sigma Black-Belt (LSSBB) within Department of Technology Systems; Program revision/reduction in hours: BS in Elementary Education (K-6) within Department of Elementary and Middle Grades Education; Program revision/reduction in hours: BS in Engineering within Department of Engineering; Graduate certificate title change: Sustainable Tourism and Hospitality Certificate to Sustainable Tourism Certificate within School of Hospitality Leadership; Program revision/reduction in hours: MA in International Studies within International Studies Program; Certificate discontinuation: International Teaching within International Studies Program; Program revision/reduction in hours: BS in Science Education within Department of Mathematics, Science and Instructional Technology Education; Graduate certificate revision: Family Nurse Practitioner within College of Nursing; Program revision/new concentration: MS in Biomedical Sciences within Office of Research and Graduate Studies; Doctoral program revision: PhD in Health Psychology within Department of Psychology; Certificate discontinuation: Community Health Center Administration within Department of Public Health; Doctoral program revision: DrPH in Public Health within Department of Public Health; Certificate discontinuation: Aquatic Therapy within Department of Recreation Science; Program revision/reduction in hours: BS in Physical Education within Department of Kinesiology; Graduate Certificate revision: Family Nurse Practitioner Certificate within Department of Advanced Nursing Practice and Education; Request to deliver online (2 concentrations): MS in Kinesiology within Department of Kinesiology; proposed New program: Accelerated Bachelor of Science in Computer Science/Master of Science in Data Science; Accelerated Bachelor of Science in Computer Science/Master of Science in Computer Science; Accelerated Bachelor of Science in Computer Science/Master of Science in Software Engineering within Department of Computer Science and Academic Program Review response for the Department of Construction Management.

H. Distance Education and Learning Technology Committee, Timm Hackett
Recommendation that ECU adopt Canvas Learning Management System starting in Fall 2019 and that a timeline be developed to overlap with current Blackboard system and not extend archive access past Spring 2022 (attachment 6).

I. General Education and Instructional Effectiveness Committee, Puri Martinez
1. Curriculum and academic matters acted on during the April 15, 2019 meeting including Global Diversity designation (GD) for MUSC 2207: The Enjoyment of Music; General Education Natural Science Credit (GE: SC) for EHST 2110: Introduction to Environmental Health Sciences; General Education Humanities Credit (GE: HU) for ENGL 2260: Topics in Contemporary African American Cultural Texts; Domestic Diversity Designation (DD) for ENGL 2260: Topics in Contemporary African American Cultural Texts and ENGL 3260: History of African American Literature; and removal of General Education designation for the following 4000-level courses effective Spring 2020: Humanities - CLAS 4521 - Directed Readings in Classics in Translation; CLAS 4522 - Directed Readings in Classics in Translation; CLAS 4523 - Directed Readings in Classics in Translation; ENGL 4010 - Medieval Literature (WI; Prerequisite: ENGL 2201); ENGL 4020 - Chaucer (WI; Prerequisite: ENGL 2201); ENGL 4030 - Milton (WI; Prerequisite: ENGL 2201); ENGL 4040 - Literature of the New World to 1820 (WI; Prerequisite: ENGL 2201); ENGL 4050 - Prose and Poetry of the English Renaissance (WI; Prerequisite: ENGL 2201); ENGL 4100 - Seventeenth-Century Literature (WI; Prerequisite: ENGL 2201); ENGL 4120 - Eighteenth-Century Literature (WI; Prerequisite: ENGL 2201); ENGL 4150 - The Romantic Period (WI; Prerequisite: ENGL 2201); ENGL 4170 - Victorian Literature (WI; Prerequisite: ENGL 2201); ENGL 4200 - American Literature, 1820-1865 (WI; Prerequisite: ENGL 2201); ENGL 4230 - North Carolina Literature (WI; Prerequisite: ENGL 2201); ENGL 4250 - American Literature, 1865-1920 (WI;
Prerequisite: ENGL 2201; ENGL 4300 - Recent British and American Writers (WI; Prerequisite: ENGL 2201); ENGL 4340 - Ethnic American Literature (WI; Prerequisite: ENGL 2201); ETHN 4000 - Seminar in Ethnic Studies (P – GRBK 2000); FILM 4910 - Survey of Film Styles and Movements (WI, P – FILM 2900); FILM 4920 - Cinematic Identities (WI, P – FILM 2900); GRBK 4000 - Seminar in the Great Books; GRBK 4999 - Thesis in the Great Books (WI, Capstone); Fine Arts - ARTH 4942 - Survey of Twentieth-Century Modern Art: 1950-2000 (WI); Social Science - GEOG 4315 - Geographic Images (formerly GEOG 3300); HIST 4531 - Directed Readings in History; HIST 4532 - Directed Readings in History; HIST 4533 - Directed Readings in History; HIST 4610 - History of Southeast Asia; SOCI 4500 - Work and Organizations (Prerequisite: SOCI 2110).

2. Proposed revisions to the University Undergraduate Catalog, Academic Advisement, Progression and Support Services: Additional Requirements for Degrees (attachment 7).

J. Faculty Governance Committee, John Stiller
2. Proposed revised ECU Faculty Manual, Part VIII, Section II, Policy of Conflicts of Interest and Commitment and External Activities of Faculty and Other Professional Staff (attachment 9).

K. Admission and Retention Policies Committee, Jay Newhard
1. Proposed addition to the University Undergraduate Catalog, Academic Regulations: Attendance and Participation relating to student visitors to class with neither prior notice nor permission (attachment 10).
2. Proposed revisions to the University Undergraduate Catalog, Academic Advisement, Progression and Support Services: Graduation Requirements, Degrees with Distinction (attachment 11).

L. Writing Across the Curriculum, Jen-Scott Mobley
Curriculum and academic matters acted on during the April 8, 2019 meeting including writing intensive (WI) course designation for MLSC 3001: Training Management and MLSC 3002: Applied Leadership and minor corrections/requests provided for HIST, MATH, MULT, PHIL, PHYS, POLI, PSYC, SOCI.

M. University Environment Committee, Carol Goodwillie
Natural Areas and Outdoor Classroom Survey (for information only) (attachment 12).

N. Calendar Committee, Rick McCarty
Proposed Summer 2019 thru Spring 2020 Processing Dates (attachment 13).

VII. New Business

Resolution on the Status of Fixed-Term Faculty, Jocelyn Nelson (attachment 14).
FACULTY WELFARE COMMITTEE REPORT

Formal Faculty Advice on Revised Use of University Property Regulation

All suggested edits were accepted and are reflected in the below document.

Authority: Chancellor

Contact: Central Reservations Office: Main Campus 252-328-4731/Email cro@ecu.edu; Health Sciences Campus 252-744-1057/Email crohealthsciences@ecu.edu; Facilities Services: Main Campus 252-328-6776; Health Sciences Campus 252-744-2251; Director of Marketing, Business Services 252-737-1310; ECU Materials Management, 252-328-6434

History: Previous Name: Use of University Facilities and Outdoor Facilities Regulation. Revisions ongoing August 14, 2012; Revised interim April, 2013; Interim revised October 2, 2014; Revised October 31, 2016; Revised November 21, 2016; Repealed July 2017; Revised and renamed Use of University Property, [date, month, [year].

Related Policies and Regulations:
- Associated Entities; UNC Policy Manual 600.2.5.2[R]:
- Delegation of Authority to Sign Contracts: http://www.ecu.edu/prr/01/10/01
- Environmental Health and Safety Requirements for Events – Interim: https://www.ecu.edu/prr/05/10/02
- Freedom of Expression Regulation: https://www.ecu.edu/prr/07/30/06
- Guidelines Concerning use of UNC System Resources for Political Campaign Activities: https://www.northcarolina.edu/sites/default/files/media/guidelines_for_political_campaign_activities.pdf
- Interim Regulation: Assemblies and Public Addresses in Designated Public Forums; 7.30.02: http://www.ecu.edu/prr/07/30/02
- Political Activities of UNC System Employees:
  http://www.northcarolina.edu/apps/policy/index.php?pg=vs&id=331&added=1
- Student and Employee Computer Use Policy: http://www.ecu.edu/PRR/08/05/04/
- Student Code of Conduct: http://www.ecu.edu/PRR/11/30/01/
- Supplies, Equipment and Contractual Services: http://www.ecu.edu/prr/07/60/02
- UNC Policy Manual, section 1300.8, Free Speech and Free Expression Within the University of North Carolina
- UNC Policy Manual sections 101.3.1, 300.1.1, 300.2.1, and 700.4.2:
  http://www.northcarolina.edu/apps/policy/index.php?pg=dl&id=19766&format=pdf&inline=1
- University Alcohol Policy: http://www.ecu.edu/prr/07/30/04
- University Mission Statement: http://www.ecu.edu/chancellor/Mission-and-vision.cfm

Additional References:
1. Introduction and Overarching Principles Applicable to this Regulation

East Carolina University (the “University”) is committed to making its Property available for use by internal and external groups and individuals. This Regulation provides a framework for use and allocation of University Property in order to assist the University in fulfilling its Mission, while at the same time protecting the rights of freedom of expression and association guaranteed by the First Amendment to the United States Constitution (“First Amendment”).

1.1. The University’s primary mission is to provide an environment that is conducive to education, research and patient care. Therefore, all Expressive Activities on or in University Property are subject to content-neutral time, place and manner measures, as set forth in this Regulation, the University’s Freedom of Expression Regulation, and all other applicable laws and University policies, rules and Regulations.

1.2. Physical attributes, locations, approved uses, and availabilities vary widely. Therefore, different content-neutral time, place and manner requirements may apply to Expressive Activity in or on different University Properties.

2. Definitions

2.1. “All Persons and Organizations” means, collectively, all Members of the University Community, their Guests and Non-Members of the University Community.

2.2. “Approved Use” means an Event or Expressive Activity on or in University Property that has been scheduled and approved. All such Approved Uses shall be in compliance with this Regulation and any other applicable University Policy, Regulation, Rule or Standard Operating Procedure (SOP). Spontaneous Expressive Activity is not subject to these requirements (see below provisions that apply to Spontaneous Expressive Activity).

2.2.1. The Central Reservations Office (CRO) or a CRO Sub-Scheduler schedules and approves uses of University Property within its/their scheduling jurisdiction. Contact the CRO for a list of
University Properties under the scheduling jurisdiction of the CRO or its Sub-Schedulers.

2.2.2. Use of University Property that is outside the scheduling jurisdiction of the CRO or Sub-Schedulers is scheduled and approved by the University Unit that has scheduling jurisdiction or control over that Property, and requests for use should be directed to that Unit.

2.3. “Associated Entity” means a private organization, foundation, association, or 501(c)(3) corporation that operates under its own charter or bylaws, but which provides funding or other support to the University.

2.4. “Brickyard” means the approximately 2.3 acre Main Campus space, which consists of a brick plaza and associated greenspace. It is bounded on the south by Mendenhall, bounded on the north by the Erwin, Bloxton and Mamie Jenkins Buildings, bordered on the west by the Student Recreation Center parking lot, and bordered on the east by the Old Cafeteria Building. Contact the CRO with questions.

2.4.1. “Bulletin Boards”
“General Use Bulletin Board” means, for purposes of this Regulation, bulletin boards that are not Official Bulletin Boards, and that may be used by Members of the University Community and their Guests to post Printed Materials. The CRO may be contacted regarding the locations of General Use Bulletin Boards.

2.4.2. “Official Bulletin Board” means any bulletin board on or affixed to University Property that is reserved for use by the University or any University Unit for official publications. General Use Bulletin Boards are excluded from this definition.

2.5. “Central Reservation Office” (CRO) means the University Department responsible for coordinating, scheduling and approving space reservations for Events and Expressive Activities on or in University Property that is under the CRO’s scheduling jurisdiction. In doing so, the CRO coordinates with Sub-Schedulers and other campus officials to support Expressive Activities and Events. The CRO shall comply with this Regulation.

2.6. “Commercial Solicitation” means the sale or promotion of goods or services, typically in exchange for money or other consideration, on University Property by a person or organization, for-profit. This definition also applies to goods or services offered for free, when the ultimate goal of the person or organization is to turn a profit.

2.7. “Commercial Solicitation” is typically conducted by one of the following:

2.7.1. “Contracted Vendor” means a Non-Member of the University Community, such as an outside person or business, whether operating for-profit or Non-Profit, that has a current contract with the University to provide products or services.

2.7.2. “Non-Contracted Vendor” means a Non-Member of the University Community, such as an outside person or business, whether operating for-profit or Non-Profit, that does not have a current contract with the University to provide products or services.

2.8. “Common Areas of the Student Center(s)” means the lounge spaces located on the first, second and third floors of both Student Centers. These spaces are open for use at all times during
hours of operation. This excludes all dining seating locations.

2.9. “Designated Forums”

2.10.1 “Main Campus Designated Forum” means the approximately 5,250 square foot area, within the Mall, that contains the Cupola and is bounded on all four sides by well-traveled pedestrian sidewalks. Contact the CRO for details.

2.10.2 “Health Sciences Campus Designated Forum” means the approximately 0.5 acre green space located immediately northwest of the intersection of the street designated as “North Campus Loop” and the street designated as “Campus Loop,” and bounded on the east by a parking lot, which site affords those in attendance an unobstructed view of any speaker and is easily accessible to event participants. Contact the CRO with questions.

2.11. “Event” means a use of University Property which falls outside the definition of “Expressive Activity.” The term “Event” includes, but is not limited to, advertising or Commercial and/or Non-Profit Solicitations that promote the sale or use of a product or service; training seminars; workshops; job fairs; fundraisers; experiential activities; receptions; ceremonies; banquets; recreational events; and dances. Events should be scheduled using content-neutral criteria, including a consistently applied fee structure for use of University Property.

2.12. “Expressive Activity” or “Activity” means all forms of expression that occur on University Property and that fall within the ambit of the First Amendment to the United States Constitution, which may include, but not be limited to, demonstration, speech-making, oral presentation, protest (including silent protest), marching, picketing, signs, leafleting, petition circulation, distribution of written information, counter-protest, symbols, and similar expressive communications and activities that are non-commercial in nature.

2.13. “Expressive Activity Area” (EAA) means, with regard to the Main Campus, the Mall, the Brickyard, the Main Campus Designated Forum, those out-of-doors areas that have been consistently open to the Expressive Activity of Members of the University Community by tradition or by administrative approval, and the Common Areas of the Student Center. With regard to the Health Sciences Campus, EAA includes the Health Sciences Campus Designated Forum, the Common Areas of the Student Center, and those out-of-doors areas that have been consistently open to the Expressive Activity of Members of the University Community by tradition or by administrative approval. All parking lots are excluded during hours when they are in use. All Expressive Activity on or in University Property, whether inside or outside an EAA, remains subject to the provisions of this Regulation.

2.14. “Fronting” means the person or organization making a reservation or using University Property is not the primary beneficiary of the Event, but the Event is in fact for the primary benefit of a different person or organization.

2.15. “Fundraiser” means events and activities designed to increase the visibility of student organizations and encourage individuals to make financial contributions. The policies that govern a student organization’s handling of donations are established by the University and are approved and enforced by the Office of Student Activities and Organizations.

2.16. “Guest” means a person, group, club or other organization that is invited to engage in Expressive Activity in or on University Property and is sponsored by a Member of the University
Community. Any Member of the University Community may revoke their own Guests’ invitations at any time.

2.17. “Instructional Facilities” means University Property that is directly related to the educational mission of the University.

2.18. “Mall” means the approximately 5.5 acre site in the heart of Main Campus that is bounded on the east by Founders Drive, bounded on the north by Faculty Way, bounded on the west by Cupola Court and bounded on the south by Alumni Walk. Contact the CRO with questions about space reservations for the Mall.

2.19. “Material and Substantial” or “Materially and Substantially” refers to actions or activities that have an actual impact, as opposed to a predicted one. It includes actions that materially infringe upon the rights of others to engage in, or listen to, Expressive Activity. When determining whether this threshold has been met, officials should apply content-neutral, objective and relevant factors, including, but not limited to, whether an Expressive Activity is closed to the public; whether the Activity is occurring inside or outside; whether someone is interfering with the ability of others to hear, participate in or otherwise benefit from an Expressive Activity; whether someone is impeding ingress or egress to/from an Expressive Activity; and whether University functions are impeded or disrupted, including, but not limited to, University offices, classrooms, walkways, streets, and medical facilities.

2.20. “Member of the University Community” or “Member” means a University Unit (including the Board of Trustees), a Registered Student Organization, a current employee, or a currently enrolled student.

2.20.1. This definition excludes K-12 students and K-12 employees when they are in attendance at, or operating in the course and scope of their work duties, within a secondary school, as applicable, because such students and employees enjoy different First Amendment protections in the secondary school setting.

2.21. “Non-Profit Solicitation” means the sale or promotion of goods or services, including, but not limited to, fundraisers, on University Property by a person or organization for non-profit purposes.

2.22. “Officially Authorized” or “Official Authorization” means Events that have been approved by the persons or organizations managing or having jurisdiction over the University Property for the purpose for which a person or organization wishes to use, or is using the Property. This involves, but is not limited to, the CRO, Sub-Schedulers, Police, Facilities personnel, and Student Affairs personnel.

2.23. “Non-Member of the University Community” means all persons, groups, clubs or other organizations that do not come within the definitions of Member of the University Community or Guest.

2.24. “Political Activities” means actions directed toward the success or failure of a candidate for public office, political party, or partisan political group, including, but not limited to, campaigning, political management, and soliciting financial contributions for political purposes.

2.25. “Printed Materials” means documents or papers of any kind that convey information via the written word. Examples include Commercial Solicitations, Non-Profit Solicitations, announcements, Banners, signs, declarations, Table Tents, handbills, leaflets, flyers, messages, statements, notices,
pictures, posters, pronouncements, proclamations, and similar materials.

2.25.1. “Banner” means a flag, strip of cloth, sheet, paper or poster that has a total surface area greater than 625 square inches (e.g., larger than 25 inches by 25 inches).

2.25.2. “Table Tents” are folded miniature Printed Materials that are placed on top of tables (similar to a center piece).

2.25.3. “Yard Sign” (also known as lawn signs, placards or political candidate signs), means Printed Materials that are displayed on approved University Property locations. Information can be displayed on each side. Yard signs are typically accompanied by yard sign wires/metal rods. The most common form of Yard Sign is called an “H-frame” sign.

2.26. “Registered Student Organization” means an organization (including a club) comprised of University students, that is fully registered, and in good standing with, the Office of Student Activities and Organizations.

2.27. “Responsible Person” is one who serves as a liaison between a person or persons engaging in an Expressive Activity and University Officials in order to promote compliance with this Regulation, and who shall identify themselves upon the request of an Authorized University Official, including in the course of a Spontaneous Expressive Activity. The University recognizes that the nature of the Expressive Activity may make it impractical to have someone serving in this role. An example could be Spontaneous Expressive Activity involving a large number of persons. If there is only one person exercising their free speech rights, then that person would serve as the Responsible Person. The Responsible Person shall be a Member of the University Community, except in cases where the Expressive Activity is carried out by Non-Members of the Community in a Designated Forum.

2.28. “Sponsored Organization” is any organization that is not an Affiliated Organization, but which is sponsored by a University Unit.

2.29. “Spontaneous Expressive Activity” means Expressive Activity by Members of the University Community in an Expressive Activity Area which Activity was planned fewer than two business days prior to the date of the event.

2.30. “Student Center” means the Main Campus Student Center and the Health Sciences Student Center.

2.31. “Sub-Schedulers” means those University employees and units who have responsibilities for managing space reservations for particular University Property outside of the CRO’s scheduling jurisdiction. In doing so, Sub-Schedulers work in concert with the CRO.

2.32. “True Threats” means statements meant by the speaker to communicate a serious expression of intent to commit an act of unlawful violence to a particular individual or group of individuals.

2.33. “University,” except when otherwise indicated, means East Carolina University.

2.34. “University Property” or “Property” means all grounds, buildings, rooms, auditoriums, facilities, stadiums, or other space or improvements, that are owned, leased, used, or otherwise controlled by the University.
2.35. “University Unit” means the Board of Trustees, the Chancellor, and all University Divisions, Departments, Associated Entities, Registered Student Organizations, Centers, Institutes and any other organization that is wholly sanctioned, supervised and governed by the University or a Division or Department of the University.

3. Aesthetics, Safety and Efficient Operations

3.1. In order to accomplish its mission, the University must enforce measures to protect the safety of persons and property, promote efficient operations and maintain aesthetically pleasing and orderly University Property. When determining whether an Expressive Activity should be moved or limited, officials should apply content-neutral, objective and relevant factors, including, but not limited to, whether an Expressive Activity is closed to the public; whether the Activity is occurring inside or outside; whether someone is interfering with the ability of others to hear, participate in or otherwise benefit from an Expressive Activity; whether someone is impeding ingress or egress to/from an Expressive Activity; and whether University functions are impeded or disrupted, including, but not limited to, University offices, classrooms, walkways, streets, and medical facilities.

3.2. General Requirements for Using University Property for Events

3.2.1. The CRO’s website lists the University Property under CRO’s scheduling jurisdiction. Some University Property, however, is scheduled by designated Sub-Schedulers in other University Academic or Administrative Units. Due to its nature and functions, some University Property is not available for Events or Expressive Activities. CRO will direct persons to the appropriate Sub-Schedulers and remain involved as necessary to facilitate an Event or Expressive Activity.

3.2.2. The University requires a fee for use of some Property. This fee may differ depending on whether the person or entity seeking to use the Property is a Member of the University Community or Guest vs. a Non-Member of the University Community. The CRO should be contacted for the latest fee information.

3.2.3. Events and Expressive Activities must be conducted in compliance with any applicable laws, regulations and rules, including those that require accessibility, reasonable accommodations and that facilitate health and safety. CRO will direct Event organizers to relevant regulatory departments, which may include, but not be limited to, University Environmental Health and Safety (EH&S), Disability Support Services, and/or ECU Police.

3.2.4. Throughout the planning and implementation stages of an Event, all organizations and persons who wish to use University Property for Events or Expressive Activities shall designate one or more Responsible Persons who shall be readily available and responsive to the CRO, Sub-Schedulers, and University officials and Departments that enforce applicable laws, rules or regulations.

3.2.5. University Property is not available when the University and/or the Facility to be used for an Event is/are closed.

3.2.6. During scheduled class times, Instructional Facilities are available only to University Units. Outside of scheduled class times, Instructional Facilities may be made available to Sponsored Organizations or Non-Members of the University Community, provided all applicable University policies, regulations and rules, including this Regulation, are satisfied.

3.2.7. Unless all applicable safety and access laws, rules, and regulations are satisfied, including, but not limited to this Regulation, Event and Expressive Activity participants shall not maintain any open
flame or erect or place in or on any Facility any permanent or semi-permanent structure or object, including, but not limited to, tents, trailers, Banners, signs, tables, or stakes driven into the ground (See EH&S Event Safety Guide in Additional References).

3.2.8. As listed by the CRO, certain outdoor Events or Expressive Activities may include the serving of food or beverages if a University-approved caterer is used and all applicable health and safety rules and regulations are followed.

3.2.9. University Property may not be used for overnight Events or Expressive Activities, except for those conducted by Campus Recreation and Wellness, ECU Athletics, the Youth Programs and Camps Office or University sanctioned events/programs.

3.2.10. Event organizers and sponsors, as applicable, shall maintain the cleanliness and orderliness of all University Property in compliance with the CRO and the rules of the particular Property being used. The Properties may charge their standard fee for housekeeping services as well as grounds services. The fee may vary depending on the needs of the particular Event or Expressive Activity.

3.2.11. Non-Members of the University Community and Guests using University Property for Events or Expressive Activities shall procure and maintain personal injury and property damage liability insurance, with limits of not less than $1 million per occurrence and $3 million aggregate. All such insurance policies must name East Carolina University as an additional insured, and the declarations page naming the University as an insured must be provided to CRO or the identified Sub-Scheduler at least 3 business days prior to the Event.

3.2.12. All Events and Expressive Activities must be conducted so that pedestrian traffic and vehicular traffic are not impeded and such that those members of the University community who are not participating in the Event may proceed with their normal educational and operational activities.

3.2.13. Event and Expressive Activity participants shall not damage, alter, or deface any Facility or other University property.

3.3. Reservation of University Property for Events

3.3.1. Except for Spontaneous Expressive Activity, persons wishing to reserve all or part of University Property that is under the scheduling jurisdiction of the CRO or Sub-Schedulers for an Event or Expressive Activity must submit a completed CRO Request Form through 25Live no fewer than 10 business days prior to the planned Event. If the person making the request is unable to access or use the web portal, the person should call or email the CRO. Although the CRO or Subscheduler will make reasonable efforts, timely submission of the Form does not guarantee permission to hold an Event at the requested Facility on the requested date(s). All applicable pre-Event content-neutral time, place and manner rules, regulations and policies, including this Regulation, must be satisfied before an Event may be scheduled, or take place, as applicable. Requests submitted to CRO fewer than 10 business days may be accommodated if space and resources are available. Contact the CRO for the latest listing of reservable University Property.

3.3.2. Physical attributes, locations, capacities, suitable uses, and availabilities vary widely. Therefore, different content-neutral time, place and manner requirements may apply to different University Properties. The CRO, or a Sub-Scheduler, as applicable, will help to ensure the requestor is timely advised of fees and requirements applicable to the Property requested.
3.3.3. In cases where University Property is requested/reserved by two or more persons or organizations, or where one use would interfere or detract from another use, the CRO and/or Sub-Schedulers shall first attempt to resolve the conflict to the satisfaction of all parties, including moving Events or Expressive Activities to other Property and scheduling that avoids conflict. In cases where a conflict cannot be resolved, priority is determined as follows:

3.3.3.1. Chancellor or Board of Trustees;

3.3.3.2. Members of the University Community;

3.3.3.3. Guests; and

3.3.3.4. Non-Members of the University Community.

3.3.4. The University has determined that this hierarchy best serves its Mission. The Vice Chancellor for Student Affairs/Designee, in consultation with Central Reservations Office, University Police, Facilities and other key stakeholders, may alter the above hierarchy for single Events or Expressive Activities, based solely on content-neutral time, place and manner criteria.

3.3.5. Before approving a request, the CRO or Subscheduler will require such content neutral information necessary in order to comply with this Regulation and/or facilitate the Event or Expressive Activity, including: (i) the size and nature of the planned Event; (ii) the intended date and time; (iii) the names and contact information of the organizer(s) and/or sponsor(s); and (iv) other content neutral time, place and manner information necessary to facilitate an Event or Expressive Activity in that venue.

3.3.6. With the exception of Spontaneous Expressive Activity, the CRO or SubSchedulers may require the following prior to the Event:

3.3.6.1. Identification and contact information for the Event Responsible Person; and

3.3.6.2. Written proof, including an email, that a Guest is invited by a Member of the University Community.

3.3.7. University Property under the jurisdiction of the University Athletics Department is scheduled by Athletics Sub-Schedulers. The CRO will direct persons wishing to hold an Event or Expressive Activity on or in those Properties to the appropriate Sub-Scheduler for Athletics.

3.3.8. The CRO will coordinate with the Office of the Chancellor and Chief of Staff in order to facilitate requests for lawful use of University Property for Political Activities. No University equipment or services (e.g., vehicles and other equipment, campus mail, computers and e-mail, postage, photocopying and fax, etc.) may be used for Political Activities. This applies equally to All Persons and Organizations.

3.3.9. Fronting is prohibited. If it is determined that a Person or Organization is Fronting for a different Person or Organization, the CRO will not schedule the Event and/or may rescind approval previously given, unless the Person or Organization that is the primary beneficiary can satisfy the requirements of this Regulation. If it is discovered after the fact that a Member of the University Community fronted
for a Non-Member of the University Community, both will be liable for payment pursuant to the fee structure applicable to Non-Members of the University Community, until the total fee is collected.

3.3.10. Markings on University Property are prohibited.

3.3.11. When a University Unit co-sponsors an Event or Expressive Activity with a Non-Member of the University Community, the University Unit will be charged the standard charge for the use of space, if any, applicable to a Non-Member of the University Community.

3.3.12. An Event or Expressive Activity may be cancelled, moved or limited under certain circumstances, which are spelled out in the Freedom of Expression Regulation and/or this Regulation.

3.3.13. Space at the UNC Coastal Studies Institute is available for reservations (see above additional references for website access).

3.3.14. Reserving space in some campus parking lots or roadways is available through ECU Parking and Transportation (see above additional references).

3.4. Commercial Solicitation
3.4.1. Non-Contracted Vendors are prohibited from conducting Commercial Solicitation on University Property. This includes Non-Contracted Vendors engaged in fronting with a Member of the University Community or Guest.

3.4.2. Contracted Vendors may not engage in Commercial Solicitation of University Students or employees in or on University Property unless it is the job of the student or employee to participate in such Commercial Solicitations on behalf of the University.

3.4.3. Non-Profit Solicitation
3.4.3.1. Officially Authorized Members of the University Community and/or their Guests may sell or promote goods and services on University Property for non-profit purposes, including as part of non-profit fund-raisers.

3.4.3.2. Members of the University Community and/or their Guests may conduct Non-Profit Solicitations of their own members on University Property, as deemed necessary and appropriate by their rules and practices.

3.4.3.3. All organizations and persons wishing to engage in Non-Profit Solicitation, including but not limited to fund-raising in the residence halls, shall first receive permission and direction from the Associate Vice Chancellor for Campus Living, pursuant to content-neutral time, place and manner rules.

3.4.3.4. Non-Profit Solicitations of charitable contributions must comply with North Carolina General Statutes Chapter 131F, entitled “Solicitation of Contributions.”

3.4.4. Additional Requirements Applicable to both Commercial and Non-Profit Solicitation
3.4.4.1. Food/beverages may not be prepared at the place of distribution, and must comply with all applicable health code standards, as well as ECU Environmental Health and Safety Requirements for Events.

3.4.4.2. Goods and services offered for sale or free of charge must comply with applicable State and Federal health and safety laws and regulations.

3.4.4.3. Sale of dangerous or unlawful items, or items that are forbidden on University Property by Policy or law, including but not limited to guns, knives, and lighters is prohibited.

3.4.4.4. If applicable, Event sponsors must schedule and reserve space for the solicitation event through the Central Reservations Office (CRO) or its authorized Sub-Schedulers.

3.4.4.5. Unless Officially Authorized, sale promotion, or distribution of goods or services that are the same or similar to the goods or services already provided by the University or its Contracted Vendors, including, but not limited to, University dining services, course materials, books (print or electronic versions), electronics, beverages, food, school and office supplies, merchandise, apparel, or printing services, is prohibited.

3.4.4.6. Solicitation or distribution of products or services that violate University copy-rights or that infringe upon University trademarks without written approval to do so and payment of all fees and royalties in compliance with the ECU Creative Services Logo Review process, or similar official process as from time to time may be designated by the University for such purposes, is prohibited; and

3.4.4.7. Door-to-door Solicitation in ECU owned buildings or operated residence halls is prohibited.

3.4.4.8. All Solicitation must be done in compliance with the Freedom of Expression Regulation. The Event sponsor is responsible for compliance with this Regulation, the Environmental Health and Safety Requirements for Events and all other applicable laws, policies, rules and regulations concerning event safety.

3.4.4.9. A Responsible Person who is a University employee must attend the entire Event and function as the point of contact for the office of Environmental Health and Safety (EH&S), the ECU Police and other authorized University officials.

3.4.5. Exclusions

3.4.5.1. Nothing in this Regulation shall be deemed to affect the Officially Authorized activities of University Units, departments or their authorized members and agents (which may include students) from conducting the normal operation of the University and/or its educational, patient care or research activities, including, but not limited to, the following: taking surveys, administering the State Employees Combined Campaign, or sponsorship activities taking place in Athletic Facilities under contract/written agreement with ECU Athletics or its Sports Marketing/Licensing contracted partner.

3.5. Posting of Printed Materials On or In University Property.
3.5.1. All Persons and Organizations posting or distributing Printed Materials are responsible for compliance with this Regulation and all other applicable laws, policies, regulations and rules. No University Property shall be damaged by posting of Printed Materials.
3.5.2. Subject to this Regulation, Printed Materials may be posted in Expressive Activity Areas for a maximum of 5 business days, at which time they must be removed by the Responsible Person. Failure to do so constitutes permission for Authorized University Officials to remove or dispose of them.

3.5.3. Printed Materials not in compliance with this Regulation may be removed immediately without notice by Authorized University Officials.

3.5.4. Bulletin Boards.

3.5.4.1. Members of the University Community and Guests may post Printed Materials on General Use Bulletin Boards. All such Materials must be removed by the person or organization that posted them within 24 hours after the Event concludes. Failure to do so constitutes permission for Authorized University Officials to remove or dispose of them.

3.5.4.2. Placement of Printed Material on Official Bulletin Boards is limited to University Units and those Non-Members of the University Community who are operating under the direction of a University Unit. Official Bulletin Boards are managed by building managers or department offices.

3.5.4.3. Printed Material posted on Bulletin Boards must not exceed 187 square inches (e.g., 11 inches x 17 inches), and shall not extend beyond the frame of the bulletin board. No matter the size, no more than one item for the same Event or other purpose may be placed on the same Bulletin Board.

3.5.4.4. Printed Materials about an upcoming Event or Expressive Activity may also be posted on General Use Bulletin Boards which serve the site of the Event or Expressive Activity, no sooner that 14 days prior to the Event or Expressive Activity. The Responsible Person must remove them within 24 hours after the conclusion of the Event or Expressive Activity, or they may be removed without notice by Authorized Officials.

3.5.4.5. All Printed Materials posted on all Bulletin Boards may be removed and discarded in the month following the end of each semester and at the end of the second summer term by University Housekeeping Services, regardless of the date of posting.

3.5.5. Table Tents

3.5.5.1. Table Tents may be placed by University Units only in the following Facilities: Mendenhall, Health Sciences Campus Student Center, Main Campus Student Center, Campus Dining locations and the Student Recreation Center.

3.5.6. Yard Signs

3.5.6.1. Yard Signs may be self-installed only by a University Unit.

3.5.6.2. A Yard Sign may be placed on University Property no more than two (2) weeks prior to the Event or Expressive Activity and must be removed within 24 hours following the Event or Expressive Activity, or they may be removed without notice by Authorized Officials.

3.5.6.3. Yard Signs may not penetrate more than 3 inches into the ground.
3.5.6.4. Yard Signs must not exceed 360 square inches in size.

3.5.6.5. Yard Signs may be placed only in mulch areas of landscaping. Yard Signs placed elsewhere may be moved, without notice, to the nearest mulch area.

3.5.7. Banners

3.5.7.1. Except as provided below, in order to avoid damage to University Property, only Facilities Services may hang or remove Banners on the exterior of University Property. Facilities Services will use content-neutral criteria. Facilities Services will hang Banners only on behalf of Members of the University Community.

3.5.7.2. Members of the University Community are permitted to hang or self-install Banners only at pre-designated Banner locations. The Banner locations must be reserved through the Central Reservation Office. There are ten (10) reservable spots at two (2) designated Banner areas:

3.5.7.2.1. Center of the Mall between Joyner Library and Student Health Services; and

3.5.7.2.2. Bottom of College Hill.

3.5.7.3. In order to avoid confusion about where Events will be taking place and allow University Officials sufficient time to prepare for and facilitate Events, all Banners should be Event or Expressive Activity specific and should include information such as the name, date, event sponsor and University Property location.

3.5.7.4. Event or Expressive Activity Banners may hang for no more than two (2) weeks prior to the Event or Expressive Activity and must be removed by the Responsible Person within 24 hours following the Event, or they may be removed without notice by Authorized Officials.

3.5.7.5. A Banner not in compliance with this Regulation will be removed without notice, to the extent it is brought to the attention of the CRO or other Authorized University Officers.

3.5.7.6. Banners may not hang over sidewalks or in any way inhibit pedestrian or vehicle movement. If a Banner causes any damage to University Property, the Member(s) of the University Community responsible for installation of the Banner are responsible for the cost of repair.

3.5.7.7. Banners referencing Events or Expressive Activities that are being held outside of University Property or being sponsored by Non-Members of the University Community renting or reserving space on University Property shall not be posted on University Property.

3.5.8. Leaflets/Handbills/Flyers

3.5.8.1. This section relates only to Non-Profit distribution of leaflets, handbills and flyers. Distribution of leaflets, handbills or flyers constituting Commercial Solicitation are governed by those sections pertaining to Commercial Solicitation.

3.5.8.2. Leaflets, handbills and flyers may be distributed by mail, including campus mail, in compliance with University Mail Services content-neutral rules and regulations.
3.5.8.3. Only Members of the University Community and their Guests may distribute leaflets, handbills or flyers on or in University Property.

3.5.8.4. Except in the connection with Spontaneous Expressive Activity, persons who wish to distribute leaflets, handbills or flyers on or in University Property should contact the CRO to reserve one or more of the pre-designated spaces for distribution.

3.5.8.5. The organizations and persons distributing leaflets, handbills or flyers are required to collect and remove any loose, dropped, or littered leaflets, handbills or flyers in the vicinity of the distribution area. Failure to do so may result in a charge to the distributing organizations or persons if Facilities Services must provide housekeeping or grounds services due to violation of this subparagraph. This subparagraph also applies to Spontaneous Expressive Activity.

3.5.9. Fundraisers

3.5.9.1. Except as provided below under the heading “Raffles,” all activities in which participants must pay to be eligible to win a game of chance are prohibited on University Property.

3.5.9.2. All fundraisers are also subject to the Official Student Organization Handbook fundraising guidelines.

3.5.10. Bake Sales
3.5.10.1. Non-Profit bake sales are allowed as a form of fundraising for Registered Student Organizations only.

3.5.10.2. A University Unit may not conduct a Non-Profit bake sale unless it is doing so in partnership with one or more Registered Student Organizations.

3.5.10.3. The CRO must be contacted to reserve space.

3.5.10.4. Registered Student Organizations and partnered University Units may sell only pre-packaged goods or foods from a licensed establishment. No homemade products may be offered for sale. The attempt to sell homemade products will be cause for shutting down the bake sale.

3.5.10.5. All such Events shall be conducted in compliance with the Environmental Health & Safety Requirement for Events.

3.5.11. Raffles
This section applies only to those divisions, departments, schools, centers and other bodies that are legally and operationally within and under the exclusive and direct control of the University. This section places no limitations or requirements on Associated Entities. Associated Entities are advised, however, to consider the requirements and limitations they may be individually subject to by virtue of North Carolina General Statute section 14-309.15.

3.5.11.1. Registered Student Organizations are not permitted to conduct raffles.

3.5.11.2. All Raffles covered by this section shall be conducted in compliance with North Carolina General Statute section 14-309.15.
3.5.11.3. There may be up to a total of four Raffles conducted per calendar year collectively, by all divisions, departments, schools, centers or other bodies that are legally and operationally within and under the exclusive and direct control of the University, and prior to conducting a raffle they must first check with the Vice Chancellor for University Advancement or designee to determine whether or not the collective number of raffles has already reached the annual limit. Raffles conducted by Associated Entities do not count for purposes of this determination. Legal questions regarding Raffles should be directed to the Office of University Counsel.

3.5.12. Amplified Sound

3.5.12.1. University Property – Subject to this Regulation and the exceptions set forth below, Amplified Sound is not allowed within 25 feet of any classroom building or study area during those times they are in use.

3.5.12.2. Special Locations - Amplified sound is allowed in the following areas during official University Events arranged by the Chancellor’s Office or designees:

3.5.12.2.1. Trustees Fountain at Wright Circle;

3.5.12.2.2. Whichard side yard area;

3.5.12.2.3. Fifth Street yard area (beside Spilman); and

3.5.12.2.4. Fifth Street yard area (in front of Jenkins).

3.5.12.3. Amplified sound is also allowed in the following areas in accordance with the guidelines established by this Regulation:

3.5.12.3.1. Bottom of College Hill area;

3.5.12.3.2. Athletic grounds; and

3.5.12.3.3. Recreation field areas (North Recreation Complex and Blount Recreational Sports Complex).

3.5.12.4. In addition to any policies, regulations, and rules governing the specific area being used, all outdoor Events and Expressive Activities are subject to the City of Greenville Noise Ordinance.

3.5.12.5. The performing groups, sound amplification providers, and the Sponsoring Organizations must acknowledge awareness of and adherence to all sound regulations by including agreement to this Regulation in the contract when scheduling an Event.

3.5.12.6. Amplified Sound shall be reduced or ended to the extent it violates this Regulation or the Freedom of Expression Regulation, including North Carolina General Statute 14-190.1, governing obscenity.

3.5.13. Alcohol

3.5.13.1. The distribution of alcohol on University Property is prohibited, except in compliance with the University Alcohol Policy.
3.5.14. Enforcement

3.5.14.1. Consistent with, and subject to, the Freedom of Expression Regulation, failure to adhere to this Regulation may result in one or more of the following sanctions:

3.5.14.1.1. Formal warning letter;
3.5.14.1.2. Loss of future solicitation opportunities on University Property;
3.5.14.1.3. Loss of future opportunities for formal sponsorship activity;
3.5.14.1.4. Loss of future opportunities to sign sponsorship agreements with student organizations;
3.5.14.1.5. Loss of opportunities to sign future contracts; and
3.5.14.1.6. Loss of access to University sponsored events such as, but not limited to, Market Days, Apartment Fairs, etc.

Faculty Senate Agenda
April 23, 2019
Attachment 2.

SERVICE-LEARNING COMMITTEE REPORT
Revised Service-Learning Designation Course Application Evaluation Rubric

Course Number & Name:
Department:
Lead Faculty:
Approval Status:
Points (Yes=2, No=0, Partially=1)

<table>
<thead>
<tr>
<th>Evident (Yes /No/ Partially)</th>
<th>Suggestions to strengthen course application</th>
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<tbody>
<tr>
<td>Integration of service-learning with the course content and academic focus of the course is evident.</td>
<td></td>
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<tr>
<td>Includes definition of service-learning in the syllabus.</td>
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<tr>
<td>From the course application packet, the intent and processes for involving students in meeting identified community needs are clearly documented.</td>
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<tr>
<td>Community needs addressed by service-learning project are identified through collaboration with community partner.</td>
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<tr>
<td>Structured reflection opportunities for students are integrated into course requirements.</td>
<td></td>
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<tr>
<td>Evaluation of student performance is reflective of both demonstrated academic learning and service expectations.</td>
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</tr>
<tr>
<td>Service-learning activities in the course are clearly described in the course application packet and course materials.</td>
<td></td>
</tr>
<tr>
<td>Community partners are clearly defined in the course application packet and course materials.</td>
<td></td>
</tr>
<tr>
<td>Instructor includes an opportunity for students to evaluate the service-learning experience. (Suggestions include evaluation of student perceptions of contribution of service-learning experience to student professional development, student personal growth and/or positive impacts within community.)</td>
<td></td>
</tr>
<tr>
<td>Additional questions for instructor submitting application:</td>
<td></td>
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SERVICE-LEARNING COMMITTEE REPORT
Revised Service-Learning (SL) Designation Course Process

1. Faculty member goes to http://www.ecu.edu/cs-studentaffairs/volunteer/faculty-course_designation.cfm and fills out the Service-Learning Course Designation Application through the online application system.

2. The associate director of the Center for Leadership and Civic Engagement (CLCE), gets notified of the submission and informs the chair of the Service-Learning Committee (SLC), who then requests that the full SLC view the submission directly through the online application system.

3. SL Designation Subcommittee (2-3 members of the SLC on rotation selected by the SLC chair) reviews proposal, fills out the evaluation rubric, and provides the following information to the SLC chair to be added to the agenda: course, SL or SL*, and the SL Designation Subcommittee’s recommendation.

4. SL Designation Subcommittee discusses satisfaction of the rubric with the full SLC. If the decision is that the applicant needs to make modifications, the SLC chair will notify the applicant and review the subsequent modifications. The SLC chair will then score the application in the online application system.

5. SLC votes to recommend approval of the proposal.

6. SLC secretary clearly notes the course title, number, SL or SL*, and committee decision in the meeting minutes.

7. SLC chair
   a. notifies the provost and the provost’s assistants that a course will be sent to the Faculty Senate for consideration.
   b. presents committee decisions to the Faculty Senate.

8. Faculty Senate votes on SL designation (via approval of the SLC’s minutes).

9. The Faculty Senate resolution is sent to the chancellor.

10. Chancellor approves or denies resolution.

11. Faculty Senate notifies SLC of resolution decisions.

12. SLC chair
    a. forwards resolution to Diane Coltraine (in the Office of the Registrar), who updates the course catalog with the approved resolutions,
    b. forwards resolution to the provost, and
    c. sends email notifying the faculty, course scheduler for the department, and the department chair that the course has been approved as either SL or SL* and reminds them to select SL as an attribute when scheduling each semester.
13. Provost sends letter of commendation to the faculty member, with copy to the college dean and department chair.

Faculty Senate Agenda
April 23, 2019
Attachment 4.

COMMITTEE ON COMMITTEE REPORT
Second Reading of Proposed Addition to the Teaching Grants Committee Charge

(Addition is noted in red text.)

1. Name: Teaching Grants Committee
2. Membership:
12 elected faculty members.
Ex-officio members (with vote): The Chancellor or an appointed representative, the Provost or an appointed representative, the Vice Chancellor for Health Sciences or an appointed representative, the Chair of the Faculty and one faculty senator selected by the Chair of the Faculty.

The membership of the committee shall serve according to their disciplinary expertise. Ideally this would include six members from the College of Arts and Sciences, with at least two each from Humanities, Social Sciences, and the Sciences/Math, and six members from the Professional Schools and other academic units, with no more than one from each professional school.

The chair of the committee may invite resource persons as necessary to realize the committee charge. The chair of the committee may appoint such subcommittees as he or she deems necessary.

3. Quorum: 7 elected members exclusive of ex-officio.
4. Committee Responsibilities:
A. The committee recommends policies and procedures governing the grant application process, criteria for the awarding of grants, guidelines for the use of teaching grant funds, and procedures for annual reporting by grant recipients.
B. The committee recommends teaching grant proposals to be funded, based on the merit of the proposals. Members of the committee are permitted to submit proposals for the committee's consideration. No member of the committee may vote on his or her own proposal, but no member is prohibited from voting on any other proposal before the committee. That member of the committee shall not be present when his or her proposal is being considered by the committee.
C. The committee reviews and scores the summative reports submitted by teaching grant recipients. The summative report scores shall be used in evaluating new proposals submitted by past teaching grant recipients.

5. To Whom The Committee Reports:
The committee submits recommendations of proposals to be funded to the appropriate vice chancellor and reports the final list of funded proposals to the Faculty Senate. The committee makes recommendations concerning the policies and procedures governing teaching grant proposals to the Faculty Senate.
6. How Often The Committee Reports:
The committee reports to the Faculty Senate at least once a year and at other times as necessary.

7. Power Of The Committee To Act Without Faculty Senate Approval:
The committee is empowered to make recommendations regarding the funding of teaching grant proposals.

8. Standard Meeting Time:
The committee does not have a standard meeting time.

Faculty Senate Agenda
April 23, 2019
Attachment 5.

RESEARCH/CREATIVE ACTIVITIES COMMITTEE REPORT
Formal Faculty Advice on Revised Regulation on Export Control Compliance

Following the Committee’s review, there are no revisions being suggested.

Authority: Chancellor
History: December 3, 2007; last revised September 2014; revised and approved for placement in University Policy Manual January 2016; revised and submitted for approval June 2018
Related Policies: n/a

Additional References:
Customs Duties (CBP, ITC, ITA, ICE): 19 CFR 0-599
Export Administration Regulations (EAR): 15 CFR 730-774
Foreign Trade Regulations (Census): 15 CFR 30
International Traffic in Arms Regulations (ITAR): 22 CFR 120-130
Office of Foreign Assets Control Regulations (OFAC): 31 CFR 501-599
UNC General Administration Compliance Website
Contact: ECU Office of Export Controls and Customs (252) 744-2395

1. Introduction
1.1 Federal export control laws and regulations govern the shipment, transmission and transfer of certain items, technology, software and services from the United States (U.S.) to foreign persons and entities located outside the U.S., and also govern releases of technology and software source code to foreign nationals located in the U.S., known as “deemed exports.” Providing services to, facilitating transactions for, traveling to, and conducting activities with certain countries, entities, and individuals are also subject to these federal requirements. The laws and their associated regulations exist to support U.S. national security, foreign policy, and economic policy goals. Additionally, the importation of tangible items into the customs territory of
the United States is subject to U.S. import procedures, including, but not limited to, accurate and timely declaration to regulatory authorities.

While certain published information and the results of “fundamental research,” as defined within the export control regulations, are not subject to export controls, many activities that individuals associated with the University undertake regularly at, or on behalf of, the University are subject to export control and import-related regulations. Examples include, but are not limited to, a sponsor’s or collaborator’s release of unpublished technology (information) or software to conduct research, including release to conduct “fundamental research,” the hiring of foreign faculty, staff, or students on campus in research laboratories, providing student instruction in U.S.-sanctioned countries or providing instruction via distance education to individuals ordinarily resident in U.S.-sanctioned countries, wherever located at the time of provision of services, entering into contractual agreements with non-U.S. entities, traveling internationally, collaborating with foreign entities or persons subject to U.S. sanctions or otherwise determined as restricted or prohibited, mailing documents other than basic admissions or contract-related documents internationally, shipping items, purchasing items or services, or transferring money internationally. Failure to comply with these laws exposes both individuals and the University to severe criminal and civil penalties that include fines and imprisonment, as well as administrative sanctions, such as loss of research funding, and denial of export or import privileges.

2. Policy Statement
2.1 East Carolina University requires that all individuals affiliated with the University, including, but not limited to, faculty, staff, contractors, Clinical Support Services (CSS) employees, post-doctoral scholars, students, volunteers, visiting scholars or other persons or entities using university facilities or funds, comply with the following:

### U.S export control laws and regulations, including, but not limited to:

<table>
<thead>
<tr>
<th>Responsible U.S. Department</th>
<th>Regulating U.S. Authority</th>
<th>U.S. Regulation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department of Commerce</td>
<td>Bureau of Industry and Security</td>
<td>Export Administration Regulations (EAR)</td>
</tr>
<tr>
<td></td>
<td>Bureau of the Census</td>
<td>Foreign Trade Regulations</td>
</tr>
<tr>
<td>Department of State</td>
<td>Directorate of Defense Trade Controls</td>
<td>International Traffic in Arms Regulations (ITAR)</td>
</tr>
<tr>
<td>Department of Treasury</td>
<td>Office of Foreign Assets Control</td>
<td>Foreign Assets Control Regulations (FACR)</td>
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### U.S import laws and regulations, including, but not limited to…

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</tr>
</thead>
<tbody>
<tr>
<td>Department of Homeland Security</td>
<td>U.S. Customs and Border Protection</td>
<td>Customs Duties</td>
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</tbody>
</table>
And this Policy and the University’s associated Export Controls and Customs Standard Operating Procedures (the “Export Controls and Customs SOPs”) adopted by the Empowered Official (see 4.1, 4.2 below).

2.2 Each individual shall review the “Export Controls and Customs SOPs” posted on the Office of Export Controls and Customs’ website and where the individual’s role is identified in the “Relevant Audience” or where activities in which the individual participates is identified in the “Relevant Activities” as listed within the section titled, “Scope” of the SOPs.

2.3 Individuals shall exercise reasonable care to follow the SOPs, shall disclose activities when and if solicited by the Office of Export Controls and Customs (the “OECC”) or other responsible institutional areas, and shall make reasonable efforts to comply with the SOPs.

2.4 Individuals shall take any required training as assigned by OECC, shall not willfully or negligently ignore the SOPs, and shall not knowingly take any action that violates export control or import laws and their associated regulations, this Policy, or the ECU Export Controls and Customs SOPs.

2.5 If individuals are uncertain about export control or import requirements, individuals shall submit inquiries to the OECC.

3. Enforcement and Administrative Actions

3.1 Violation of export control or import laws and their associated regulations, this Policy, or the Export Controls and Customs SOPs may result in disciplinary action, up to and including, the imposition of serious University-determined sanctions that may restrict an individual’s activities, dismissal from employment, or expulsion from the University in accordance with applicable University policies regarding the same.

3.2 Government-imposed civil and criminal penalties resulting from violations are separate and distinct from University administrative actions and may include monetary fines and imprisonment applicable to individuals, to University leaders, and to the University.

3.3 Reporting Violations. Individuals who have reason to suspect violations of this Policy shall contact the individual’s immediate supervisor in accordance with ECU Policy and applicable law. Individuals may contact the Director of Export Controls and Customs in lieu of, or in addition to, contacting an immediate supervisor.

4. Implementation

4.1 Empowered Official. The Director of the Office of Export Controls and Customs (“Director”) will serve as the Empowered Official, as defined in the International Traffic and Arms Regulations, 22 CFR 120.25, and is empowered to sign export license applications or other requests for approval on behalf of ECU, and correspond with relevant authorities, as the Director deems appropriate. The Director shall understand the provisions and requirements of the various export control statutes and regulations, and the criminal liability, civil liability and administrative penalties for violation of these statutes and regulations, including the Arms Export Control Act and the International Traffic in Arms Regulations, and has independent authority to:

4.1.1 Inquire into any aspect of a proposed export or temporary import by the University; and

4.1.2 Verify the legality of the transaction and the accuracy of the information to be submitted; and

4.1.3 Refuse to sign any license application or other request for approval without prejudice or other adverse recourse by the University.

4.2 Export Controls and Customs SOPs. The Director of the Office of Export Controls and Customs has overall responsibility for the University’s export and import compliance program. As such, the Director shall develop Export Controls and Customs SOPs required to
establish and administer the University's export and import compliance program in accordance with the applicable and related laws and regulations.

4.3 Awareness and Training. The Director of Export Controls and Customs shall promote this Policy and topic awareness to audiences the Director deems appropriate and shall make training available to relevant audiences.

4.4 Annual Report. The Director of Export Controls and Customs shall report annually to the Director's immediate administrative leader by June 30 of each year on the state of the export and import compliance program at the University. This report may include, among other information, planned modifications to this Policy, the Export Controls and Customs SOPs, resource needs, and updates concerning material changes in the export control and import-related laws and their associated regulations, as well as their potential impact upon the University.

Faculty Senate Agenda
April 23, 2019
Attachment 6.

DISTANCE EDUCATION AND LEARNING TECHNOLOGY COMMITTEE REPORT
Support for Canvas Learning Management System

Additional information on background, committee activities, course migration testing, vendor demonstrations, references, criteria and tool comparison, timeline for transition and survey results are available here.

Recommendation that ECU adopt Canvas Learning Management System starting in Fall 2019 and that a timeline be developed to overlap with current Blackboard system and not extend archive access past Spring 2022.

Executive Summary
ECU's current Learning Management System (LMS), Blackboard Learn, supports over 18,000 course sections annually and is a critical tool in the teaching and learning environment. ECU has undertaken a review of our current and future LMS needs to determine next steps as our LMS hardware requires replacing in the next two years. The timing of this hardware replacement, combined with significant changes in the LMS market, makes this an opportune time to evaluate LMS options to determine which system will best meet ECU’s needs.

The Academic Technologies Advisory Committee (ATAC) was formed to help guide this process. The committee includes faculty from each of the colleges and several faculty from the Distance Education and Learning Technology (DELT) Committee, including the current committee chair.

The objectives of the ECU LMS Evaluation are:
1. Determine the instructional needs of faculty and students to guide the selection of ECU’s next Learning Management System. ECU requires a system that will continuously evolve and remain innovative.
2. Assess and analyze the options available and determine which option will best meet the needs of ECU.
3. Compile a final recommendation to be submitted to the DELT Committee, Faculty Senate, and Academic Affairs administration.
The ATAC engaged in several activities this academic year to understand the LMS landscape and market in higher education, reviewed feature sets available in LMS tools, and solicited feedback. The committee has determined that Canvas is the tool of choice that will provide significant improvements over our current Blackboard Learn system. These improvements and advantages include:

- the ability for the instructor and learner to teach and participate in the class on a mobile device,
- ease of use and intuitive interface,
- accessibility features,
- the ability to manage a large number of sections,
- a rich tool set to provide student feedback, including a full-featured video tool with auto transcribing close captioning, and
- improved course analytics and reporting.

In addition, Canvas has been adopted by eight other institutions across the UNC system and the NC Department of Public Instruction for online K-12 learning. This creates a foundation of knowledge across the system and one less learning hurdle for students. Also considered an advantage by the committee were the positive peer reviews on Canvas support and LMS migration.

Based on student feedback at the public forum and faculty discussion, the ATAC has three additional recommendations for consideration:

1. To improve student communication and reduce confusion, we recommend that a syllabus be included within the course shell in all courses within the LMS, and that the syllabus be made available by the first day of class.
2. Research shows that consistent feedback is beneficial for learners. To that end, we recommend if grades are distributed in the course that the gradebook in the LMS be the one location a student visits to receive feedback on progress and performance.
3. To ensure everyone has the necessary base knowledge to be successful using Canvas, we recommend training be required prior to receiving access to the Canvas system. Training will be offered online, face to face, and individually.

Based on the Academic Technologies Advisory Committee’s review and deliberations, the recommendation is that ECU adopt Canvas starting in the fall 2019. The committee recommends the development of a timeline that will overlap with our current Blackboard system and not extend archive access past spring 2022.

Throughout the evaluation process, faculty reinforced the idea that they are lifelong learners, and many faculty expressed excitement about the opportunity to explore new tools and develop new skills.
GENERAL EDUCATION AND INSTRUCTIONAL EFFECTIVENESS COMMITTEE REPORT
Proposed revisions to the University Undergraduate Catalog, Academic Advisement, Progression and Support Services: Additional Requirements for Degrees

(Additions are noted in red text and deletions in strikethrough.)

http://catalog.ecu.edu/content.php?catoid=14&navoid=1114#Additional_Requirements_for_all_Degrees

Additional Requirements for Degrees

Cognate and Professional Course Requirements

Many baccalaureate programs have requirements in addition to course work in general education, in the major field, and in the minor field. These additional requirements may be labeled cognate courses or professional courses required for teacher certification. Cognates, minor courses, and courses used for the second major may be used to satisfy general education requirements, except where prohibited.

Domestic and Global Diversity Course Requirements

These requirements have two components: domestic diversity and global diversity. Domestic diversity addresses understanding diversity within the USA in the context of problems faced by members of specific groups. Global diversity addresses understanding diversity in other cultures in the context of globalization, today's globalized world.

Undergraduate students are required to complete two three-hour diversity courses: one course with a domestic diversity focus and one with a global diversity focus. These courses can be chosen from courses that meet the general education requirements and/or the requirements for the major. Courses that address diversity provide opportunities for students to learn about the beliefs, values and achievements of people other than those of their own age, ethnicity, culture, national origin, ability, religion, sexual orientation, and gender identity. These courses also provide opportunities to examine problems that may arise from such differences, and opportunities to learn how to deal constructively with these issues.

Requests for diversity credit for a course are evaluated by the General Education and Instructional Effectiveness Committee and approved by the Faculty Senate and the Chancellor. For a A course to receive receiving domestic diversity credit or global diversity credit, it must address either the generic domestic or global diversity student learning outcomes goals stated below.

A study abroad course receives global diversity credit without the need for approval by the General Education and Instructional Effectiveness Committee, the Faculty Senate and the Chancellor provided that the course earns 3 or more credit hours, and the course that it requires students to be in one or more countries other than the United States for a total of at least fourteen days.

The global diversity credit for a study abroad course that does not require students to be in one or more countries other than the United States for a total of at least fourteen days to receive global diversity credit, the credit must be approved by the General Education and Instructional Effectiveness Committee, by the Faculty Senate and the Chancellor.
A course that transfers to ECU as equivalent to an ECU course that carries is approved for diversity credit receives diversity credit. Transfer courses that are not equivalent to existing ECU diversity courses may be approved for diversity credit by the General Education and Instructional Effectiveness Committee.

**Student Learning Outcomes Goals**

1. **Domestic Diversity**
   a. Students understand problems that arise in the USA from differences in age, ethnicity, culture, national origin, ability, religion, sexual orientation, and gender identity in the context of their historical and contemporary causes and effects, including attempts to resolve these problems.
   b. Students demonstrate the ability to use critical thinking skills to evaluate from different perspectives domestic problems arising from differences in age, ethnicity, culture, national origin, ability, religion, sexual orientation, and gender identity.
   a. Students can describe how specific disciplinary or interdisciplinary scholarship addresses domestic diversity in their area of study.
   b. Students can explain how to apply specific disciplinary or interdisciplinary scholarship to domestic diversity issues in their area of study.

2. **Global Diversity**
   a. Students understand how cultural beliefs and values shape people’s perceptions and impact global decisions and actions.
   b. Students apply critical thinking skills to evaluate global issues and events from multiple perspectives.
   a. Students can describe how specific disciplinary or interdisciplinary scholarship addresses global diversity in their area of study.
   b. Students can explain how to apply specific disciplinary or interdisciplinary scholarship to global diversity issues in their area of study.

Courses that Carry Diversity (DD, GD) Credit
A list of courses that have been awarded the domestic and global diversity designations can be viewed by going to the course section of this catalog.

**Diversity Competency Area Credit Hour Requirements**
The diversity requirement is 6 semester hours as follows:
1. Domestic Diversity (DD) - 3 semester hours at any level (1000-4000)
2. Global Diversity (GD) - 3 semester hours at any level (1000-4000)
B. Teaching (Didactic and Clinical) and Advising [narrative or bulleted list and relevant date(s)]

1. Teaching experience
   a. Chronological list of all courses taught including year, semester, section, and enrollments.
   b. Chronological list of all peer reviews including year, semester, and reviewer name.

2. Noteworthy accomplishments and practices in teaching

3. Noteworthy accomplishments and practices in advising and retention

4. Extraordinary duties assigned or elected in advising

5. Direction of student research and performances:
   a. List undergraduate students and projects.
   b. List graduate students and projects.
   c. List memberships in graduate student’s thesis/dissertation committees

5. Summary of teaching evaluations (student opinion of instruction survey results, peer reviews, and any additional supporting information)

6. Grants (listed by year in reverse chronological order) in support of teaching and advising.
   Provide a list of all grants applied for, listing for each the source, amount requested, title, and co-investigators. Designate status: awarded (including amount awarded if different from request), pending, rejected.
   a. Grants/proposals through Office of Sponsored Programs
   b. Grants/proposals through the Division of Institutional Advancement
   c. University Grants
   d. Reports to granting agencies: list agency(ies)

7. Medical Education:
   a. Undergraduate medical student teaching, including didactic lectures, clinical teaching, conferences, laboratories, student advising, and student preceptorships.
   b. Postgraduate medical teaching including clinical teaching and continuing medical education.
   c. Curriculum development in medical education.

Note: Evidence of Teaching Effectiveness shall be included in Section D, Supporting Materials, to include:

a. (Required) Reports from university approved student evaluations. Data should not be condensed or summarized, but included as it appears in the original survey reports. Student comments may be included at the discretion of the candidate but are not required. If student comments for a class are included, all comments from the original survey report for that class must be included.

b. (Required) Reports from all peer reviews of instruction.

c. (Optional) Instructional materials or other evidence of pedagogical innovation or impact (see Faculty Manual, Part VIII, Section I, Subsection III.).
Policy of Conflicts of Interest and Commitment and External Activities of Faculty and Other Professional Staff

CONTENTS
I. Introduction
II. Conflict of Interest
III Conflict of Commitment
IV. Categories of Potential Conflicts
V. Conflict of Interest Procedures
VI. Enforcement
VII. Political Candidacy and Holding Public Office

I. Introduction
Faculty are encouraged to engage in appropriate relationships with public and private agencies outside of the University in their scholarly, teaching and service contributions. In doing so, there is a need for commonly understood principles and corresponding procedures that identify, address, and manage potential conflicts that would detract from or interfere with an employee’s dedication of unbiased primary professional loyalty, time, and energy to the University’s mission.

All members of the University community are expected to avoid conflicts of interest and conflicts of commitment that have the potential to directly and significantly affect the University’s interests or compromise objectivity in carrying out University Employment Responsibilities, including research, service, and teaching activities and administrative duties, or otherwise compromise performance of University responsibilities. All activities that raise the issue of such conflicts must be disclosed, reviewed, and appropriately managed in accordance with the provisions of ECU REG01.15.03 Regulation on Conflicts of Interest, Commitment, and External Professional Activities for Pay. (http://www.ecu.edu/prr/01/15/03). REG01.15.03 is based on policies and guidelines adopted by the UNC system Board of Governors, federal and state law, and federal agency sponsor requirements. Any questions regarding these procedures, or the Board of Governors’ policies upon which they are based, should be directed to the Conflict of Interest Officer within ECU’s Office of Research Compliance.

II. Conflict of Interest
Conflict of Interest (COI) relates to situations in which financial or other personal considerations, circumstances, or relationships may compromise, have the potential to compromise, or have the appearance of compromising an individual’s objectivity in fulfilling their university duties or responsibilities, including research, service and teaching activities, and administrative duties.
III. Conflict of Commitment
A Conflict of Commitment (COC) relates to an individual's distribution of time and effort between obligations to University employment and participation in other activities outside of University employment. The latter may include such generally encouraged extensions of professional expertise as professional consulting (i.e. External Professional Activities for Pay). Such activities promote professional development and enrich the individual's contributions to the institution, profession, and society; however, a conflict of commitment occurs when their pursuit involves an inordinate investment of time or is conducted at a time that interferes with the employee's fulfillment of University Employment Responsibilities.

IV. Categories and Examples of Potential Conflicts
Activities that may involve financial conflicts of interest can be categorized under four general headings: (1) activities that are allowable and are disclosed; (2) activities requiring disclosure for further administrative review and analysis; (3) activities or relationships that are generally not allowable or permitted unless an approved Conflict of Interest Management Plan is in place; and (4) activities that are not allowable under any circumstances.

A full explanation of each of these categories is provided in regulation ECU REG01.15.03 on Conflicts of Interest, Commitment, and External Professional Activities for Pay.

Faculty have an obligation to become familiar with, and abide by, the provisions of the university’s COI/COC Regulation. At a minimum, all are required to receive COI/COC training and complete a disclosure annually. Certain situations or activities may precipitate the need to submit or update a disclosure more frequently. If any question of a COI/COC arises, faculty should discuss the situation with the University’s Conflict of Interest Officer and are encouraged to make a formal disclosure to the University.

V. Conflict and Commitment Procedures
The institutional COI Officer reviews the disclosures, categorizes the activity, and when required, works with the faculty member and Conflict of Interest Committee to implement a COI management plan. All questions on allowable activities, potential COIs, disclosures, and management plans should be directed to the University’s COI Officer.

VI. Enforcement
Faculty and all employees are under a clear obligation to adhere to the ECU policies and procedures to disclose and to remove or appropriately manage conflicts of interest or commitment. Violations may include, but are not limited to: (a) failure to properly disclose personal or financial interests as required, failure or refusal to respond to requests for additional information, providing incomplete, misleading, or inaccurate information; (b) failure to comply with a prescribed management or monitoring plan; or (c) engaging in an external activity for pay without receiving prior approval. Possible sanctions for such violations can range from administrative intervention to termination of employment in accordance with applicable University policies, including the Faculty Manual (Part IX, Section I, VI). (FS Resolution #10-36, March 2010)

VII. Political Candidacy and Holding Public Office
The Board of Governors has established rules for monitoring and regulating the involvement of University employees in political candidacy and office holding that could interfere with fulltime commitment to University duties. Faculty seeking to hold or are holding public office should refer to UNC Policy Manual, 300.5.1 for specific policy details.
ADMISSION AND RETENTION POLICIES COMMITTEE REPORT

Proposed addition to the University Undergraduate Catalog, Academic Regulations: Attendance and Participation relating to student visitors to class with neither prior notice nor permission

(Addition is noted in red text.)

“Attendance and Participation

A student’s participation in the work of a course is a precondition for receiving credit for the course. Students are expected to attend punctually all lecture and laboratory sessions and field experiences and to participate in course assignments and activities as described in the course syllabus. Absences are counted from the first class meeting after the student registers. Students registering late are expected to make up all missed assignments in a manner determined by the instructor.

Each instructor shall determine the class attendance policy for each of his or her courses as long as the instructor’s policy does not conflict with university policy. The instructor’s attendance policy will be provided to the class on a syllabus distributed at the first class meeting. Class attendance may be a criterion in determining a student’s final grade in the course if the instructor provides a written statement to this effect in the course syllabus.

Students should consult with their instructors about all class absences. It is the responsibility of the student to notify the instructor immediately about class absences, to provide appropriate documentation for an absence, and discuss any missed class time, tests, or assignments. Except in the case of university excused absences, it is the decision of the instructor to excuse an absence or to allow for any additional time to make up missed tests or assignments. Excused absences should not lower a student’s course grade, provided that the student, in a manner determined by the instructor, is able to make up the work that has been missed and is maintaining satisfactory progress in the course.

Student Health Services does not issue official written excuses for illness or injury, but will upon request at the time of the visit, provide a note confirming that the student has received care. In the event that the student is seriously ill or injured at the time of final examinations, Student Health Services on request by the student, may recommend a medical incomplete. A student who receives medical care from another licensed medical provider may take his or her instructor a note from that provider indicating that the student was too ill or injured to attend class, and listing the date(s) for which the student was unable to attend. The instructor may choose to accept these notes as evidence of excused absences.

The Dean of Students may authorize a university-excused absence in the following situations:

1. Student participation in authorized activities as an official representative of the university (i.e. athletic events, delegate to regional or national meetings or conferences, participation in university-sponsored performances).
2. Participation in other activities deemed by the Dean of Students to warrant an excused absence, such as required military training.
3. An extreme personal emergency or serious medical condition.
4. The death of an immediate family member (such as parent, sibling, spouse or child).
5. Student participation in religious holidays.
It is the student’s responsibility to obtain verification of a university-excused absence by contacting the Dean of Students. Requests for university-excused absences should be submitted, whenever possible, to the Dean of Students at least a week prior to the scheduled absence. Requests submitted after the fact will be disapproved unless circumstances made prior approval impossible.

Instructors are expected to honor valid university excused absences and to provide reasonable and equitable means for students to make up work missed as a result of those absences. Students who anticipate missing 10% or more of class meeting time as a result of university-excused absences are required to receive approval from the instructor at the beginning of the semester. Student experiences that cannot be made up should be discussed at the onset of the course to ensure that continued enrollment is feasible while there is still the opportunity to withdraw the course within the schedule change period.

A student who believes that he or she has been treated unfairly concerning absences or has been misinformed by the instructor regarding that instructor’s absence policy shall have the right to appeal. The appeal shall be in writing to the instructor’s department chair or school director, and in the event the resolution is not satisfactory, the final decision rests with the academic dean.

While East Carolina University is a public university serving the state of North Carolina, classes operated by East Carolina University are not public events. Anyone wishing to attend or audit a class operated by East Carolina University, regardless of format, must obtain permission from the instructor of record for the course prior to the class meeting attended or audited, preferably in writing. Any person attending or auditing a course without authorization is subject to applicable statutes of the state of North Carolina."

Faculty Senate Agenda
April 23, 2019
Attachment 11.

ADMISSION AND RETENTION POLICIES COMMITTEE REPORT
Proposed revisions to the University Undergraduate Catalog, Academic Advisement, Progression and Support Services: Graduation Requirements, Degrees with Distinction

(Additions are noted in red text and deletions in strikethrough.)

“Degrees with Distinction

Based on all work attempted at all higher education institutions completed at all regionally accredited United States colleges and universities throughout the student’s academic career and without regard to institutional practices which substitute or “forgive” grades, three levels of distinction are granted to graduating undergraduate students as follows:

1. Summa Cum Laude for a cumulative average of 3.90 and above
2. Magna Cum Laude for a cumulative average of equal to or greater than 3.60 and less than 3.90
3. Cum Laude for a cumulative average of equal to or greater than 3.50 and less than 3.60

Note: International credit earned from institutions located outside of the United States is not included in the calculation of cumulative average for awarding degrees with distinction.”
UNIVERSITY ENVIRONMENT COMMITTEE REPORT
Natural Areas and Outdoor Classroom Survey
(for information only)

Wetlands, forests, gardens, and green spaces…

ECU has natural resources to support teaching and scholarship and is working to improve sustainability on our campus. In an effort to determine how best to support and use these resources effectively and promote sustainability, the ECU University Environment Committee is seeking your feedback. Please take a few minutes to complete this brief survey. We appreciate your response.

1. ECU NATURAL/PRESERVE AREAS

ECU oversees two major natural areas off campus:

**West Research Campus**: Located approximately 8 miles NW of campus, this site includes about 600 acres of undeveloped land. A protected wetland habitat, the site is maintained by prescribed burns as an open landscape and supports a diverse animal and plant community. For more information: [http://www.ecu.edu/cs-cas/biology/VoA.cfm](http://www.ecu.edu/cs-cas/biology/VoA.cfm)

**Otter Creek Natural Area**: Located approximately 12 miles NW of campus, near Falkland, NC, this 68-acre site is the only NC Natural Heritage designated natural area in Pitt County. It contains several steep ravines, a pine plantation, upland mixed hardwood, and river swamp forest. The terrain consists of several pleistocene erosional terraces formed by Otter Creek. Please note that this area is not currently being maintained so access and parking are quite limited for the time being. [Link to Google Map](https://goo.gl/maps/jMyJwcMMMsT2)

Do you have interests in using these resources?

- I am interested in using the West Research Campus
- I am interested in using Otter Creek Natural Area

If yes, what would be the primary focus of your use of the area?

- Teaching
- Research
- Other. Please describe [open response]

Are there any special resources or facilities that would be required for you to use the site effectively for your needs? [open response]
2. OUTDOOR CLASSROOMS ON ECU CAMPUS

What current teaching activities are you conducting in the outdoor campus areas?

- Holding classes or discussions outside
- Training in specific activities
- Course-based research
- Other [open response]

Please provide the name and number of courses you teach that use outdoor campus areas.

[open response]

What enhancements would improve your ability to use the outdoor campus for curriculum activities?

- More on-campus natural areas
- A designated on-campus area for course-based research
- Other [open response]

3. FOOD PRODUCTION

ECU Dining Services operates a Freight Farm “container farming” facility that uses new hydroponic technology as well as a raised-bed herb garden, both located on College Hill. These produce organically-grown greens for use in student dining halls and catering services. Tours of these facilities can be arranged, and they might serve as resources for research on food production. Link to Freight Farm article: [http://www.ecu.edu/cs-admin/news/Sustainable-Campus-Dining.cfm](http://www.ecu.edu/cs-admin/news/Sustainable-Campus-Dining.cfm)

Do you have interest in using this facilities?

- I am interested in having my class tour one or both facilities
- I am interested in using one or both facilities for research

If interested, please provide your name and email address [open response]

4. SUSTAINABILITY

Sustainability is a growing focus at ECU. Please answer a few questions on this topic.

Are you currently involved in research that concerns aspects of sustainability? If so, briefly describe. [Open response]

Are you interested in being connected with other sustainability researchers on campus? If so, please provide your name, department and email address. [Open response]
Do you incorporate sustainability topics into a course or courses that you teach? If so, please provide your name and the course name and number.  [Open response]

Would you be in favor of ECU establishing a sustainability course designation at ECU? Similar to existing Writing Intensive, Service-Learning or Diversity designations, this would appear on student transcripts. Making this a reality at ECU would require time and development, but for now we would like to gauge faculty interest.

Yes, I would support the development of a Sustainability Designation

No, I do not feel that ECU should pursue this option

Comments welcome [open question]

Thank you for taking the time to complete the survey!

If you have questions or would like more information about using campus outdoor resources, please contact Carol Goodwillie at goodwilliec@ecu.edu, Chair of the ECU University Environment Committee.

Faculty Senate Agenda
April 23, 2019
Attachment 13.

CALENDAR COMMITTEE REPORT
Proposed Summer 2019 thru Spring 2020 Processing Dates

<table>
<thead>
<tr>
<th>Summer Session 2019</th>
<th>First Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 1, Monday</td>
<td>Last day to apply for graduation for Summer</td>
</tr>
<tr>
<td>May 5, Sunday</td>
<td>Graduate School application deadline for Summer 1 (please check specific programs for their deadline)</td>
</tr>
<tr>
<td>May 8, Wednesday</td>
<td>Last day to pay without a processing fee by 5:00 p.m.</td>
</tr>
<tr>
<td>May 8, Wednesday</td>
<td>First schedule cancellation for anyone not paid by 5:00 p.m.</td>
</tr>
<tr>
<td>May 14, Tuesday</td>
<td>Second schedule cancellation for anyone not paid by 5:00 p.m.</td>
</tr>
<tr>
<td>July 12, Friday</td>
<td>Last day to submit a thesis or dissertation for Summer graduation</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>Summer Session 2019</th>
<th>Second Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 1, Monday</td>
<td>Last day to apply for graduation for Summer</td>
</tr>
<tr>
<td>June 15, Saturday</td>
<td>Graduate School application deadline for Summer 2 (please check specific programs for their deadline)</td>
</tr>
<tr>
<td>Date</td>
<td>Event</td>
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<td>June 17, Monday</td>
<td>Last day to pay without a processing fee by 5:00 p.m.</td>
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<td>June 17, Monday</td>
<td>First schedule cancellation for anyone not paid by 5:00 p.m.</td>
</tr>
<tr>
<td>June 21, Tuesday</td>
<td>Second schedule cancellation for anyone not paid by 5:00 p.m.</td>
</tr>
<tr>
<td>July 12, Friday</td>
<td>Last day to submit a thesis or dissertation for Summer graduation</td>
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### Summer Session 2019

#### 11-Week Summer Session

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>April 1, Monday</td>
<td>Last day to apply for graduation for Summer</td>
</tr>
<tr>
<td>May 5, Sunday</td>
<td>Graduate School application deadline for 11-Week Summer (please check specific programs for their deadline)</td>
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<tr>
<td>May 8, Wednesday</td>
<td>Last day to pay without a processing fee by 5:00 p.m.</td>
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<tr>
<td>July 12, Friday</td>
<td>Last day to submit a thesis or dissertation for Summer graduation</td>
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### Fall Semester 2019

<table>
<thead>
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<th>Date</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>August 7, Wednesday</td>
<td>Last day to pay without a processing fee by 5:00 p.m.</td>
</tr>
<tr>
<td>August 7, Wednesday</td>
<td>First schedule cancellation for anyone not paid by 5:00 p.m.</td>
</tr>
<tr>
<td>August 15, Thursday</td>
<td>Graduate School application deadline for Fall (please check specific programs for their deadline)</td>
</tr>
<tr>
<td>August 27, Tuesday</td>
<td>Second schedule cancellation for anyone not paid by 5:00 p.m.</td>
</tr>
<tr>
<td>September 16, Monday</td>
<td>Last day to apply for graduation for Fall semester</td>
</tr>
<tr>
<td>November 25, Monday</td>
<td>Last day to submit a thesis or dissertation for Fall graduation</td>
</tr>
</tbody>
</table>

### Spring Semester 2020

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>December 16, Monday</td>
<td>Last day to pay without a processing fee by 5:00 p.m.</td>
</tr>
<tr>
<td>December 16, Monday</td>
<td>First schedule cancellation for anyone not paid by 5:00 p.m.</td>
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<tr>
<td>December 20, Friday</td>
<td>Graduate School application deadline for Spring (please check specific programs for their deadline)</td>
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<tr>
<td>January 22, Wednesday</td>
<td>Second schedule cancellation for anyone not paid by 5:00 p.m.</td>
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<tr>
<td>February 1, Monday</td>
<td>Last day to apply for graduation for Spring semester</td>
</tr>
<tr>
<td>April 23, Thursday</td>
<td>Last day to submit a thesis or dissertation for Spring graduation</td>
</tr>
</tbody>
</table>
NEW BUSINESS

ECU Chapter of the American Association of University Professors (AAUP)
Resolution on the Status of Fixed-Term Faculty

Whereas, The ECU Faculty Manual defines fixed-term faculty as appointees who do not hold tenure-track or tenured professorial ranks and who are appointed with titles as are listed in part 8 of the Faculty Manual; and

Whereas, Some of these appointees are hired full-time with benefits, and others are hired part-time without additional compensation; and

Whereas, ECU Faculty Senate data indicate that the proportion of non-tenure-track faculty at the university has increased from 35% in 1998 to 49% in 2018; and

Whereas, An October 2018 study by The American Association of University Professors (AAUP) on the working conditions of part-time and full-time non-tenure-track faculty concludes that these faculty endure tenuous positions with little job security and few protections of academic freedom; and

Whereas, ECU fixed-term faculty are subject to non-transparent and variable hiring policies across and within colleges because the university has no uniform terms of employment for subsequent appointments, advancement in title, and salary; and

Whereas, The sizable teaching loads associated with these roles reduce or remove opportunities for research/creative activities and professional development; and

Whereas, Tenuous working conditions among fixed-term faculty create a hierarchy of oppression that encourages stigmatization in the workplace environment (Virley, 2013).

Therefore Be It Resolved, that the ECU Faculty Senate makes the following requests of the Chancellor:

That ECU adopt uniform contract provisions that offer specific terms of employment, peer review requirements, equitable compensation, and supported opportunities for research/creative activity and professional development; and

That ECU minimize the number of fixed-term faculty without benefits, particularly those on repeated semester-by-semester or academic year contracts; and
That ECU recognize that all faculty are entitled to academic freedom and humane terms of employment, including a living wage and job security, all of these without fear of reprisal; and

That, within five years of implementing the measures described above, and at five year intervals afterward, ECU employ Harvard University’s COACHE to conduct a survey to measure the satisfaction of fixed-term faculty regarding workplace conditions, terms of employment, and opportunities for advancement.

Be It Further Resolved, that the Chair of the Faculty make the following requests:

Charge the Faculty Governance Committee to create a process whereby faculty who have completed serving six years (that is, an amount of time equal to the probationary term for tenure-track faculty) will be considered for multi-year contracts and whereby faculty possessing a terminal degree may pursue conversion to tenure-track status; and

Charge the Appellate Hearing Committee (or its equivalent) to implement an appeals process to address the unique employment circumstances of fixed-term faculty.

Cited Works

