1. Academic Affairs Tenure Recommendations
   a. Dr. Eleanor I. Cook
   b. Dr. Jeffrey McKinnon
   c. Dr. Timothy Romack

2. Health Sciences Tenure Recommendations
   a. Dr. William Oliver

3. Auto Allowances Increase
MEMORANDUM

TO: John Durham, Assistant Secretary
    ECU Board of Trustees

FROM: Marilyn Sheerer
    Interim Provost and Vice Chancellor for
    Academic and Student Affairs

DATE: June 30, 2008

RE: Request for BOT Action on Recommendations for Tenure:
    Dr. Eleanor I. Cook
    Dr. Jeffrey McKinnon
    Dr. Timothy Romack

John, there are three new faculty for whom tenure recommendations have been made. Therefore, the requests for Board of Trustees action on recommendations for tenure are listed below.

1. Dr. Eleanor I. Cook, Associate Professor with permanent tenure in Academic Library Services and Learning Resources, effective August 4, 2008, at an annual twelve-month salary rate of $80,000;

2. Dr. Jeffrey McKinnon, Chair and Professor with permanent tenure in the Department of Biology in the Harriot College of Arts and Sciences, effective August 11, 2008 at an annual nine-month salary rate of $122,667; and

3. Dr. Timothy Romack, Associate Professor with permanent tenure in the Department of Chemistry in the Harriot College of Arts and Sciences, effective August 18, 2008, at an annual nine-month salary rate of $63,960.

Since these recommendations require approval by the Board of Trustees before tenure may be conferred, I am requesting that these actions be placed on the agenda for consideration by the Board at their July 18th meeting. Each of the above recommendations has been approved by all appropriate parties, including the Chancellor.

Please let me know if you have questions regarding this request.

MS/c
Attachments: BOT Tenure Formats for Cook, McKinnon, and Romack
MEMORANDUM

TO: Chancellor Steve Ballard

FROM: Marilyn Sheerer
Interim Provost and Vice Chancellor for Academic and Student Affairs

DATE: July 1, 2008

RE: Recommendation for Tenure for Ms. Eleanor Cook

I am requesting your support for tenure of the new Assistant Director for Collections and Technical Services and Associate Professor in Academic Library and Learning Resources. Ms. Cook's appointment as Assistant Director and Associate Professor will be effective August 4, 2008. Ms. Cook's offer of employment is contingent upon the award of tenure by the Board of Trustees.

The information for Professor Cook is as follows:

Ms. Eleanor Cook, Assistant Director for Collection and Technical Services and Associate Professor with permanent tenure in Academic Library and Learning Resources, effective August 4, 2008, at a 12-month salary rate of $80,000.

If you approve this recommendation for tenure, please indicate below with your signature. Upon your approval, we will prepare the necessary paperwork to submit this recommendation to the Board of Trustees for consideration at their July 17th meeting.

Thank you for your support of this important appointment.

Approved:

Steve Ballard

7/2/08 Date
EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
(Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Eleanor L. Cook

Department: Academic Library Services
Current Rank or Title: (if applicable) Associate Professor
School/College: East Carolina University
Proposed Rank or Title:

Indicate Type of Action: (select all that apply)
- Administrative Appointment: ☐
- New Faculty Appointment: ☒
- Promotion: ☐
- Conferral of Tenure: ☒
- Other: (describe) _____________________________
  Distinguished Professorship: (provide name of professorship)

Effective Date of Action: August 4, 2008

Contract Period: Administrative Appointment: 9 mo. ☐ 12 mo. ☐
Faculty Appointment: 9 mo. ☐ 12 mo. ☒

Salary: $80,000
Source(s): State Funds: $80,000
*Non-State Funds: $-0-
*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.):

Prior Recommendations/Personnel Actions:
(please check appropriate responses)

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Section II. To be completed by the faculty member.

1. Education Background: (indicate degree, date earned and institution, note additional study & training)

   B.A., 1977, University of NC at Chapel Hill, Sociology & Philosophy (Double major)
   MLS, 1982, University of NC at Chapel Hill, Library Science
   M.A., 1994, Appalachian State University, Leadership & Higher Education

2. Teaching and other professional experience: (Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)

   Jan.-July 2008, Professor, Intellectual Property & Copyright Librarian, Appalachian State University, Belk Library
   2003-2007  Professor, Serials Coordinator, Appalachian State University, Belk Library
   2000-2002  Associate Professor, Serials Coordinator, Appalachian State University, Belk Library
   1999-1994  Instructor, Serials Librarian, Appalachian State University, Belk Library
   1982-1983  Librarian I, Serials Cataloger, Georgia Institute of Technology Library

   2000-2005, Special Education Program Coordinator, School of Education, University of North Carolina
   1999-2001, High School Literacy Project Director, School of Education, University of North Carolina
   1994-1999, Assistant Professor, Texas A&M University, joint appointment to Departments of Educational Psychology (Special Education Program) and Curriculum & Instruction

3. Scholarly & Creative Activities:

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4. Membership in professional organizations:

   American Library Association (ALA)
   Association of College & Research Libraries (ACRL)
   Association for Library Collections & Technical Services (ALCTS)
   American Association of University Professors (AAUP)
   North American Serials Interest Group (NASIG)
   North Carolina Library Association (NCLA)
   North Carolina Preservation Consortium (NCPC)
   UNC Chapel Hill School of Information & Library Science (SILS) Alumni Association,
   Life Member
5. Professional service on campus:

a. Appalachian State University
   Russian/Eastern Europe Committee, 1992-1999
   Copyright & Patents Committee, 1994-1997; 1999-2002
   Alternate, Faculty Development Grant Committee, 1995-1997;
   Member, 1998-2001
   Core Curriculum Council member, 1988-2001
   University Traffic Management & Safety Committee, 1996-1999;
   Chair, 1998/99
   Hubbard Center Faculty Mentor Program, 1998/99
   AAUP Faculty Council, Library Representative, 1997-present
   Secretary, 2003-2008
   Faculty Mediation Committee, Alternate (elected), 1999/2002
   Summer Reading Book Selection Committee, 1999-2008
   Faculty Due Process Committee, (elected) 2004-2007

b. Belk Library
   Collection Development Resources Committee, 1990-1994
   Organization Review Steering Committee, 1993-1994
   Public Relations and Advancement Committee, 1993-1994
   Preservation Committee, Chair, 1990-2002
   Document Delivery Task Force Chair, 1992-1993; member, 1997
   Ad Hoc Committee on System Selection, 1992-1993
   Travel Task Force, 1993; 2001
   Appalachian Editorial Board, 1994
   Periodical Use Study Task Force, 1995-1996
   Disaster Preparedness Task Force, Chair, 1997-1999; Member, 2000-present
   Space Study Task Force, 1997/98
   State Employees Combined Campaign Representative, 1997; 1998; 2000; 2001
   Vision & Organizational Effectiveness Committee, 1999-2000
   Associate University Librarian Search Committee, 2000-2001
   Catalog Librarian Search Committee, Member and Recorder, 2000
   Acquisitions Coordinator Search Committee, Chair, 2001-2002
   Internal New Library Building Committee, 2001-2006
   Display Committee, 2005-present
   Collections Task Force, 2004-2006
   Faculty Fellows Librarian Search Committee, Chair, 2005/2006
   Strategic Planning Scholarship Sub-group, 2006/07
   Institutional Repository working group, 2006-present
   Catalog Librarian Search Committee, member, 2007
   Information Literacy Librarian Search Committee, member, 2008

c. Western North Carolina Library Network
   Collection Development Standing Committee
   Member, 1990-present Secretary, 1990 1992; Vice Chair, 1993 1995; Chair, 2006/2008
   Innopac Serials/Acquisitions Modules Task Force, Chair 1994-1996
   Serials/Acquisitions Standing Committee, Chair, 1996-1998; Secretary, 1998-2000
   Technical Services Committee, 2000-present
   Secretary, 2002/2003; Vice-Chair, 2004/2007
   MetaFind Task Force, member, 2003-2004
   Web Bridge Implementation Task Force, 2003-2004
   Faceted Catalog Task Force, 2007/2008
d. Phi Delta Kappa, Appalachian State University Chapter
   Research Officer, 1997/98
   Secretary, 1998-2002
   Vice President for Membership, 2004/2005

6. Professional service off campus:

   American Library Association
   ACRL Copyright Committee, 2001-2004

   ACRL Science & Technology Section
   Program Planning Committee, 1990-1991
   Publisher/Vendor Relationship Committee, 1991 1995, Co-Chair, 1994-1995
   Nominating Committee, 1995-1996

   ALCTS Electronic Communications Committee, Chair, 1998-2001
   ALCTS Nomination Committee, Member, 2000-2001
   ALCTS Program Planning Committee, Member & Liaison to Acquisitions Section, 2003-2005;
   Member-at-Large, 2005-2007
   ALCTS Program Planning Committee Liaison to ALA CPCT, 2007/08
   Esther Piercy Award Jury, 2006/07 (member, representing Serials Section)
   Chair, 2007-2008

   ALCTS Serials Section
   Secretary, Executive Committee, 1992 1994 (nationally elected office)
   Committee to Study Serials Cataloging, 1989 1991; Chair, 1991 1993
   First Step Award Committee, 1993-94; Chair, 1994-95
   Nominated to stand for election as Chair, Executive Committee, 1995
   Liaison to the North American Serials Interest Group, 1996-1998
   Bowker/Ulrichs Award Committee, 1996-1997
   SS Website Development Task Force, Chair, 1997-1998
   Policy & Planning Committee, Chair- 2005/06; Member - 2006/08

   ALCTS Acquisitions Section
   Technology for Acquisitions Committee, 1996-2000
   Acquisitions Administrators Discussion Group, Chair 1997-1998
   Stood for election for Section Chair, 2005

   North American Serials Interest Group
   Student Grant Committee, 1991 1994
   Conference Planning Committee (Duke Conference), 1994-1995
   Nominated to stand for election, Secretary, NASIG, 1994
   Executive Board, Member-at-Large, 1995-1997; 1997-1999 (nationally elected office)
   Regional Council & Membership Committee, 2000-
   Co-Chair, Task Force on Continuing Education, 2000
   Vice President/President Elect, 2001-2002 (nationally elected office)
   President, 2002/2003; Past President, 2003/2004
   20th Anniversary Task Force, Consultant, 2005
   Mentoring Group Co-Chair, 2006/08
   Conference Planning Committee Co-Chair, 2009 (upcoming)

   North Carolina Library Association
   Publications Committee, Chair, 1992 1994
   Marketing and Publications Committee, 1995-1997
   Resources & Technical Services Section, RTSS Best Article in NCL Jury, 1997
   Technology & Trends Round Table, Secretary, 1995-1997; Chair, 1997-1999
Conference Planning Committee, Exhibits Chair, 2000-2001
Operations Committee, 2002-2003
Leadership Institute Planning Committee, 2003-2008
Leadership Institute Facilitator, Oct. 2005

North Carolina Preservation Consortium
Board of Directors, 2001-2005
Vice President, 2005/2006
President, 2006/2007; Past President, 2008

UNC Chapel Hill School of Information & Library Science Alumni Association
Vice President, President Elect, 1990-1991
Coordinator for the Alumni Bicentennial Campaign, 1993-1995
Life member, UNC-CH Alumni Association & UNC-CH SILS Alumni Association

Other
N.C. SOLINET Users Group, Nominating Committee, 1992
Member, N.C. Serials Conference Planning Committee, 1996-2004; Co-chair, 2005-present
Member, Carolina Innovative Users Group Planning Committee, 1997
SCCTP CONSER Serials Cataloging Workshop Steering Committee, member, 1999-2000
(Regional workshop held March 17-18, 2000 in conjunction with NC Serials Conference)
MEMORANDUM

TO: Chancellor Steve Ballard

FROM: Marilyn Sheerer  
Interim Provost and Vice Chancellor for Academic and Student Affairs

DATE: June 25, 2008

RE: Recommendation for Tenure for Dr. Jeffrey McKinnon

I am requesting your support for tenure of a new faculty member in the Department of Biology in the Harriot College of Arts and Sciences. Dr. Jeffrey McKinnon will hold a faculty appointment as Professor and Chair in the Department of Biology effective August 11, 2008. Dr. McKinnon’s offer of employment is contingent upon the award of tenure by the Board of Trustees.

The information for Dr. McKinnon is as follows:

Dr. Jeffrey McKinnon, Professor with permanent tenure in the Department of Biology, Harriot College of Arts and Sciences, effective August 11, 2008 at a 9-month salary rate of $122,667.

If you approve this recommendation for tenure, please indicate below with your signature. Upon your approval, we will prepare the necessary paperwork to submit this recommendation to the Board of Trustees for consideration at their July 17th meeting.

Thank you for your support of this important appointment.

*******************************

Approved:

Steve Ballard  

Date 7/2/18
EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
(Administrator completes Section I, and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Jeffrey Scott McKinnon

Department: Biology

School/College: Thomas Harriot College of Arts and Sciences

Current Rank or Title: (if applicable) Proposed Rank or Title: Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment: ☒
New Faculty Appointment: ☒
Promotion: ☐
Conferral of Tenure: ☒
Other: (describe)

Distinguished Professorship: (provide name of professorship)

Effective Date of Action: August 11, 2008

Contract Period: Administrative Appointment: 9 mo. ☒ 12 mo. ☐
Faculty Appointment: 9 mo. ☒ 12 mo. ☐

Salary: $122,667 Source(s): State Funds: $122,667 *Non-State Funds: $

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): 9-mo base = $105,000; administrative & 10th mo stipends = $17,667

Prior Recommendations/Personnel Actions:
(please check appropriate responses)

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</table>
Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*

- Ph.D., 1994, Biology, Harvard University
- M.Sc., 1988, Zoology, University of Guelph, Canada
- B.Sc., 1984, Zoology, University of British Columbia, Canada
- Postdoctoral Fellow, 1995-96, Zoology, University of British Columbia, Canada
- Postdoctoral Fellow, 1996-97, Zoology, University of British Columbia, Canada

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

- 2006-present, Professor, University of Wisconsin-Whitewater
- 2005-present, Director, Undergraduate Research Program, University of Wisconsin-Whitewater
- 2004-06, Adjunct Associate Professor, University of Wisconsin-Milwaukee
- 2003-06, Associate Professor, University of Wisconsin-Whitewater
- 2003-04, Visiting Scholar, University of Queensland, Australia
- 1997-present, Associate Member, Behavioural Ecology Research Group, Simon Fraser University
- 1997-2003, Assistant Professor, University of Wisconsin-Whitewater
- 1995-96, Lecturer, Harvard University
- 1994-95, Teaching Fellow, Harvard University
- Summer 1994, Lecturer, University of Victoria

3. Scholarly & Creative Activities:

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<td>Other: Invited seminars</td>
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<td>Other: Grants in support of teaching &amp; research</td>
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<td>(grants &amp; journals)</td>
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<td>Other: Educational video</td>
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4. Membership in professional organizations:

- Phi Kappa Phi Honor Society
5. Professional service on campus:

NA -- New Appointment

6. Professional service off campus:

**University of Wisconsin-Whitewater**
Undergraduate Research Director
Board member, Science Alliance
Representative to WiscAMP
Member, Undergraduate Research Council
Interning Coordinator
Faculty sponsor, Tri-Beta Biology
Biology-education Advisor
Chair, Honors Committee, College of Letters and Sciences
Chair, Honors Committee, Biological Sciences
Chair, Biological Sciences Committee
Principal organizer of "Darwin Day" (3 years)
Member, Search Committees (4); Chair, Search Committee (1)
Member, College of Letters and Sciences Committee to renovate Upham Hall
Member, Committee on initiating joint aquatic biology program with Deakin University

Member, National Academies Advisory Group
Sulawesi educational activities
Presentations in Wisconsin schools
Media appearances, Wisconsin
Consultant, E1UDP (CIDA, Canada) on Sulawesi biodiversity project
Consultant, United Nations Environmental Program
Advisor, P. T. INCO, Malili Lakes, Sulawesi
June 11, 2008

Dr. Steve Ballard
Chancellor
East Carolina University

Dear Dr. Ballard:

As you know, Dr. Timothy Romack, Assistant Professor in the Department of Chemistry, received an extension of his probationary term in the fall of 2007 after an appeal of the decision not to confer permanent tenure. In accordance with the revised timeline (copy enclosed), I submit the recommendations of the unit committees and administrators and my recommendations concerning conferral of permanent tenure and promotion for your consideration.

The Tenure Committee, department chair, dean and I concur that Dr. Romack receive permanent tenure effective August 18, 2008. The Department of Chemistry Promotion Committee does not recommend promotion to Associate Professor. However, the department chair, dean, and I recommend that Dr. Romack be promoted to the rank of Associate Professor effective August 18, 2008. According to the timeline, your decision for promotion and recommendation for tenure should be made by July 7, 2008.

If you concur with promotion and tenure conferral, please indicate your approval below. If you have questions or need additional information, I will be happy to respond. Thank you.

Sincerely yours,

Marilyn Shearer
Interim Provost and Vice Chancellor for
Academic and Student Affairs

CC:  Dr. Alan White, Dean  
     Dr. Rickey Hicks, Chair  
     Dr. William Allen, Unit Committee Chair  
     Personnel File

Enclosure: Promotion and Tenure Timeline

I approve the recommendations for promotion to Associate Professor and conferral of permanent tenure effective August 18, 2008 for Dr. Timothy Romack.

Dr. Steve Ballard, Chancellor  
4/16/18  Date
EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
(Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Timothy J. Romack

Department: Chemistry                        School/College: Thomas Harriot College of Arts and Sciences

Current Rank or Title: (if applicable) Assistant Professor

Indicate Type of Action: (select all that apply)

- Administrative Appointment: ☐
- New Faculty Appointment: ☐
- Promotion: ☑
- Conferral of Tenure: ☑
- Other: (describe)

Distinguished Professorship:
(please provide name of professorship)

Effective Date of Action: ______________________

Contract Period: Administrative Appointment: 9 mo. ☑ 12 mo. ☐
Faculty Appointment: 9 mo. ☑ 12 mo. ☐

Salary: $63,960 Source(s): State Funds: $63,960 *Non-State Funds: $________

*Indicate Sources of non-state funds generally (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.):

Prior Recommendations/Personnel Actions:
(please check appropriate responses)

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</table>
Section II. To be completed by the faculty member.

1. Education Background: (indicate degree, date earned and institution, note additional study & training)

   Ph.D. in Organic / Polymer Chemistry, University of North Carolina at Chapel Hill; Specialization in Synthetic Polymer Chemistry under Professor Joseph M. DeSimone. Dissertation Title: Polymerization of Fluorocarbons in Liquid and Supercritical Carbon Dioxide (1996)


2. Teaching and other professional experience: (Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)

   Assistant Professor of Chemistry, East Carolina University, Department of Chemistry, Greenville North Carolina. Tenure track appointment in the Organic Division beginning January 2001


   Research Assistant, University of North Carolina at Chapel Hill; 1993 – 1996.


3. Scholarly & Creative Activities:

   Type                                      Number
   Book                                      0
   Edited Book                               0
   Chapter                                   1
   Refereed Journal Article                  19
   Other Journal Article                     8
   Juried Performance/Show                   n / a
   Non-Juried Performance/Show               n / a
   Other: Conference presentations           20
   Other: US Patents                         51
   Other: Foreign patents and published applications 101

4. Membership in professional organizations:

   American Association for the Advancement of Science

   American Chemical Society

   Council for Entrepreneurial Development

   Division of Polymeric Materials Science and Engineering of the American Chemical Society

   Division of Polymer Chemistry of the American Chemical Society

   Division of Fluorine Chemistry

   Industrial Research Institute

   Polyurethane Development Society

   Society of Competitive Intelligence Professionals
5. Professional service on campus:

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<td>Standing</td>
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<td>Faculty Senate</td>
<td>Alternate Member</td>
<td>05 / 06 – 05 / 07</td>
<td>Standing</td>
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<td>04 / 05</td>
<td>Ad hoc</td>
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<td>College of Arts and Sciences; CRA grant proposal review committee.</td>
<td>Member</td>
<td>2004</td>
<td>Standing</td>
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<td>ECU Intellectual property / patent</td>
<td>Active Member</td>
<td>2001 - present</td>
<td>Standing</td>
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<td>New faculty search committee (open rank, open discipline)</td>
<td>Member</td>
<td>2006</td>
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<td>Chemistry Department Executive Committee</td>
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<td>Search</td>
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<tr>
<td>Seminar coordinator</td>
<td>Coordinator</td>
<td>2002 - 2003</td>
<td>Departmental</td>
</tr>
</tbody>
</table>

6. Professional service off campus:

<table>
<thead>
<tr>
<th>Title or role</th>
<th>Description</th>
<th>Inclusive dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Special task force on Nanotechnology for Governor's Science Advisor</td>
<td>Focus group / task force to drive the North Carolina Nanotechnology Development Initiative, for the UNC Governor's office. Undertaken directly by the Governor's Science Advisor, the NC Department of Commerce, and prominent executives from local companies, educators and policy setters.</td>
<td>2005 - 2006</td>
</tr>
<tr>
<td>University President's Office system-wide Technology Development Initiative</td>
<td>Worked with office of the university president under the UNC system. Vice President of Research (Russ Lee) in coordination with Jeff Cope of Research Triangle Institute. Gave presentations and conducted workshops and panel discussions at several satellite universities as well as ECU.</td>
<td>2001 - 2004</td>
</tr>
<tr>
<td>NSF / EPA Design for the environment program review board</td>
<td>Participated in panel review at NSF main office in Washington, DC evaluating program and proposals.</td>
<td>2002</td>
</tr>
<tr>
<td>Served as peer reviewer</td>
<td>Reviewed multiple proposals for journals (Macromolecules, Polymer, Journal of Polymer Science), and grant proposals for funding agencies (National Science Foundation, Environmental Protection Agency, Petroleum Research Fund, Research Corporation, and others).</td>
<td>ongoing</td>
</tr>
</tbody>
</table>

Approved: Faculty Senate Resolution #07-01  
March 1, 2007  
East Carolina University Chancellor
June 5, 2008

Chancellor Steve Ballard
East Carolina University
Greenville, NC 27858

Dear Chancellor Ballard:

I would appreciate your consideration of the enclosed recommendation for initial appointment with permanent tenure on behalf of William Russell Oliver, MD.

For your convenience, attached are the following:

- Dr. Oliver's curriculum vitae
- A letter from Peter Kragel, MD, Professor and Chairman of the Department of Pathology and Laboratory Medicine, Brody School of Medicine detailing the qualifications and accomplishments of Dr. Oliver
- The East Carolina Personnel Action Summary Form for the Board of Trustees

If you approve, we will make arrangements for this recommendation to be placed on the agenda for the upcoming Board of Trustees meeting.

Sincerely,

Phyllis N. Horns, RN, DSN, FAAN
Interim Dean, Brody School of Medicine
Interim Vice Chancellor for Health Sciences Division

Enclosures

☐ Approve  ☐ Do Not Approve

Steve Ballard, Chancellor  6/11/18

Date
June 3, 2008

Phyllis N. Horne, RN, DSN, FAAN
Interim Dean, Brody School of Medicine
Interim Vice Chancellor, Health Sciences
East Carolina University

Dear Dr. Horne,

I am writing in support of Dr. William Oliver’s initial recruitment to ECU as a tenured faculty member. This action is critical to his successful recruitment. Dr. Oliver’s expertise presents a tremendous opportunity for synergy and collaboration within the state and the University, and will allow us to quickly gain a national reputation in the field of digital image analysis, a field that will become essential to the practice of medicine in general and pathology in particular, as more and more of our applications, such as light microscopy and forensic science, become digitized.

Dr. Oliver is being recruited from the Georgia Bureau of Investigation and is the Network and Systems Administrator for the Department of Physics in the Armed Forces Institute of Pathology. He will join the division of Forensic Pathology in the Department of Pathology and Laboratory Medicine at the Brody School of Medicine as the Head of Forensic and Autopsy Services.

Dr. Oliver is a highly competent forensic pathologist with a national reputation based on his expertise in image analysis and pattern recognition. He has used this expertise in consultation with the Federal Bureau of Investigation to analyze videos of terrorist actions. Some highlights of his professional service include Chair, FBI Image Analysis Subcommittee, Scientific Workgroup on Imaging Technologies (SWIGIT), Executive Committee, FBI SWIGIT, Editorial Board, Journal of Forensic Medicine and Pathology, Member, Core Bioterrorism Subcommittee, National Association of Medical Examiners, and Member of the Department of Justice Medical Panel on Electromuscular Disruptive Technologies.

Though conferral of tenure in this institution is unusual in recruitment to a non-administrative position, I fully believe that such conferral is warranted in this case, and that by awarding permanent tenure to Dr. Oliver, we will in fact perform a great service to the school and university, as well as to the people who will benefit from the forensic services he will provide and from his future scientific discoveries in image analysis science.

Sincerely,

Peter J. Kragel, MD
Professor and Chairman
Department of Pathology and Laboratory Medicine
EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
(Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: William Russell Oliver, MD

Department: Pathology
School/College: Health Sciences

Current Rank or Title: (if applicable) Professor Proposed Rank or Title: Professor

Indicate Type of Action: (select all that apply)
- Administrative Appointment: ☐
- New Faculty Appointment: ☐
- Promotion: ☐
- Conferral of Tenure: ☑
- Other: (describe)
- Distinguished Professorship: (provide name of professorship)

Effective Date of Action: July 30, 2008

Contract Period:
- Administrative Appointment: 9 mo. ☐ 12 mo. ☑
- Faculty Appointment: 9 mo. ☐ 12 mo. ☑

Salary: $215,000 ☑ Source(s): State Funds: $38,476 *Non-State Funds: $176,524
*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): MFPP

Prior Recommendations/Personnel Actions:
(please check appropriate responses)

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<th>Not Applicable</th>
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<tr>
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<td>Committee</td>
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<tr>
<td>Chair/Unit Head</td>
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<td>☐</td>
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</tr>
<tr>
<td>Director</td>
<td>☐</td>
<td>☐</td>
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<tr>
<td>Dean</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Provost/Vice Chancellor</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Chancellor</td>
<td>☐</td>
<td>☐</td>
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</tr>
<tr>
<td>Board of Trustees</td>
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<td>☐</td>
</tr>
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</table>
Section II. To be completed by the faculty member.

1. Education Background: (indicate degree, date earned and institution, note additional study & training)

BS University of Oklahoma, Microbiology, 1978 (with highest honors)
MD Vanderbilt University School of Medicine, Medicine, 1982
MS University of North Carolina, Chapel Hill, Computer Science, 1990

2. Teaching and other professional experience: (Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)

Professional experience
July 1984 - June 1985 Kenneth Brinkhous Fellow in Experimental Pathology, UNC-CH
July 1985 - June 1986 Asst. Chief Medical Examiner, State of North Carolina, and Fellow in Forensic Pathology
July 1987-June 1988 College of American Pathologist Research Scholar
January 1989-December 1990 National Research Service Award Fellow, UNC-CH
July 1986-June 1991 (approx) Medical Examiner, Orange County, NC
July 1991-July, 1999 LTC, United States Army, Deputy Medical Examiner, Office of the Armed Forces Medical Examiner and Staff Pathologist, Department of Cellular Pathology, AFIP
Aug, 1999-Oct, 2003 Civilian, Deputy Medical Examiner, Office of the Armed Forces Medical Examiner and Staff Pathologist, Department of Cellular Pathology, AFIP
Oct 2003-present Regional Medical Examiner, Georgia Bureau of Investigation
June 2006-present, Network Administrator, Department of Biophysics, AFIP

Professional experience/awards
Joint Service Commendation Medal, Joint Service Achievement Medal.
Letter of Commendation for Rodney King reconstruction, Attorney General Janet Reno
FWC100, 1997 (Federal Computing Week 100 most influential federal information technology professionals award)
Finalist, Berry Prize, 1998 for contributions to federal medicine.
Civilian Commendation Award, 2001
Certificate of Commendation for Pentagon Terrorist Attack actions, 2002

3. Scholarly & Creative Activities:

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<th>Type</th>
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<tr>
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<td>Chapter</td>
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<tr>
<td>Refereed Journal Article</td>
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<tr>
<td>Other Journal Article</td>
<td>6</td>
</tr>
<tr>
<td>Juried Performance/Show</td>
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<tr>
<td>Non-Juried Performance/Show</td>
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<tr>
<td>Other: National presentations</td>
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<tr>
<td>Other: Meeting proceedings (peer reviewed)</td>
<td>15</td>
</tr>
<tr>
<td>Other:</td>
<td></td>
</tr>
</tbody>
</table>
4. Membership in professional organizations:

American Society of Clinical Pathologists (ASCP)
American Association for the Advancement of Science (AAAS)
Institute of Electrical and Electronic Engineers (IEEE)
Association for Computing Machinery (ACM)
American Academy of Forensic Science (AAFS)
National Association of Medical Examiners (NAME)
International Association for Identification (IAI)
Association of Old Crows (AOC)
College of American Pathologists (CAP)

5. Professional service on campus:

6. Professional service off campus:
   Technical Committee: International Congress on Diagnostic Imaging and Child Abuse, Washington, DC. 1995
   Program Chair, Applied Imagery and Pattern Recognition Workshop, (www.aipr-workshop.org) 1999
   Member, Executive Committee, FBI Scientific Working Group on Imaging Technologies (SWGIT), 1999-present
   Chair, Image Analysis Subcommittee, FBI SWGIT, 2001-present
   Segmentation/Registration toolkit development contract evaluation committee, National Library of Medicine, 2002, 2003
   AFIP representative, Mass Fatality Management Group, SBCCOM, 2000 - 2003
   Publicity Chair, AIPR, 2002 - 2006
   Editorial Board, J Forensic Med Pathol, 2002 - present
   Member, Core Bioterrorism Subcommittee, NAME, 2001 - present
   Reviewer, Forensic Science, Medicine, and Pathology, 2006
   Member, Standards Committee, NAME, 2006-present
   Member, Website Committee, NAME, 2006-present
   Member, Chief Medical Panel, DoJ evaluation of elecromuscular disruption technologies 2007-present
Curriculum Vitae

Name: William R Oliver, MD

Work Address:
Georgia Bureau of Investigation
Division of Forensic Sciences
Northwest Regional Crime Laboratory
533 Underwood Drive
Trion, GA 30753

Home Address:
465 Martin St.
Summerville, GA 30747

email: william.oliver@gbistate.ga.us (professional)
       billo@radix.net (personal)

Current Position(s):
Medical Examiner, Georgia Bureau of Investigation
Network and System Administrator, Department of Biophysics, Armed Forces Institute of Pathology

Licensure:
Licensed to practice medicine in North Carolina and Georgia

Adjunct Appointments:
Adjunct Asst. Professor, Department of Pathology, University of North Carolina at Chapel Hill

Clearance:
TS (DoD) expired Dec 2005, in process for renewal through GBI (Homeland Security)

Education:
BS  University of Oklahoma, Microbiology, 1978 (with highest honors)
MD  Vanderbilt University School of Medicine, Medicine, 1982
MS  University of North Carolina, Chapel Hill, Computer Science, 1990

Formal Continuing Education Workshops/Courses:
AFIP/FBI Forensic Pathology Course, 1993
AFIP/FBI Advanced Forensic Pathology Course, 1994
AFIP/UNM Forensic Anthropology Course 1993
AFIP Cytopathology Course, 1991
Advanced Visualization Systems (AVS) Visualization and Programming Courses I and II, 1995
IABPA/Metro Dade Bloodstain Pattern Analysis Course, 1996
OpenGL programming, SGI, 1998
AVS/Express Programming, 1998
Advanced AVS/Express Programming, 1999
ASQ Fundamentals of Quality Assurance, 1999
SANS computer security course: IP, 2000
SANS computer security course: firewall and perimeter defense, 2000
SANS intrusion incident handling, 2001

Officer Basic Course, Ft. Sam Houston, 1990
Officer Advanced Course, Ft. Sam Houston, 1994

Currently enrolled in GBI Command College (Masters Program in Justice Administration)

Board Certification:
Anatomic and Clinical Pathology, 1991
Forensic Pathology, 1994

Other Certifications:
Advanced Computer Intrusion Incident Handling Analyst (SANS GCIH certificate 0324) (expires 2008)

Lapsed Certification:
Certified Quality Auditor (ASQ) (expired 2005)

Professional Service:
Technical Committee: International Congress on Diagnostic Imaging and Child Abuse, Washington, DC. 1995
Program Chair, Applied Imagery and Pattern Recognition Workshop, (www.aipr-workshop.org) 1999
Member, Executive Committee, FBI Scientific Working Group on Imaging Technologies (SWGIT), 1999-present
Chair, Image Analysis Subcommittee, FBI SWGIT, 2001-present
Segmentation/Registration toolkit development contract evaluation committee, National Library of Medicine, 2002,2003
AFIP representative, Mass Fatality Management Group, SBCCOM, 2000 - 2003
Publicity Chair, AIPR, 2002 – 2006
Editorial Board, J Forensic Med Pathol, 2002 – present
Member, Core Bioterrorism Subcommittee, NAME, 2001 – present
Reviewer, Forensic Science, Medicine, and Pathology, 2006
Member, Standards Committee, NAME, 2006-present
Member, Website Committee, NAME, 2006-present
Member, Chief Medical Panel, DoJ evaluation of electromuscular disruption technologies 2007-present

Memberships:
American Society of Clinical Pathologists (ASCP)
American Association for the Advancement of Science (AAAS)
Institute of Electrical and Electronic Engineers (IEEE)
Association for Computing Machinery (ACM)
American Academy of Forensic Science (AAFS)
National Association of Medical Examiners (NAME)
International Association for Identification (IAI)
Association of Old Crows (AOC)
College of American Pathologists (CAP)

Lapsed Memberships:
American Society for Quality (ASQ)
Society of Motion Picture and Television Engineers (SMPTE)
International Society for Optical Engineering (SPIE)

Professional/Employment Awards:
Joint Service Commendation Medal, Joint Service Achievement Medal.
Letter of Commendation for Rodney King reconstruction, Attorney General Janet Reno
FWC100, 1997 (Federal Computing Week 100 most influential federal information technology
professionals award)
Finalist, Berry Prize, 1998 for contributions to federal medicine.
Civilian Commendation Award, 2001
Certificate of Commendation for Pentagon Terrorist Attack actions, 2002

Professional Employment:
(Note, from 1982 – 1990, I simultaneously worked on my residency, fellowship, and graduate
degrees. I did this by taking leaves of absence from the residency when I received a scholarship
or fellowship. Thus, the dates are intermingled.)

Resident in Pathology, UNC-CH, North Carolina Memorial Hospital.
July 1984 - June 1985 Kenneth Brinkhous Fellow in Experimental Pathology, UNC-CH
July 1985 - June 1986 Asst. Chief Medical Examiner, State of North Carolina, and Fellow in
Forensic Pathology
July 1987-June 1988 College of American Pathologist Research Scholar
January 1989-December 1990 National Research Service Award Fellow, UNC-CH
July 1986-June 1991 (approx) Medical Examiner, Orange County, NC
July 1991-July, 1999 LTC, United States Army, Deputy Medical Examiner, Office of the Armed
Forces Medical Examiner and Staff Pathologist, Department of Cellular Pathology, AFIP
Aug, 1999-Oct, 2003 Civilian, Deputy Medical Examiner, Office of the Armed Forces Medical
 Examiner and Staff Pathologist, Department of Cellular Pathology, AFIP
Oct 2003-present Regional Medical Examiner, Georgia Bureau of Investigation
June 2006-present, Network Administrator, Department of Biophysics, AFIP

Publications:

Daniel DG, Abernethy V, Oliver, WR. The relationship between beliefs about men's and women's
roles in society and views on male sexual dysfunction in 135 women. Soc. Psychiatry 19(3):127-
133, 1984.

Daniel DG, Abernethy V, Oliver, WR. Correlations between female sex roles and attitudes toward

Oliver, WR, Weiss, SF. Use of microcomputer for anatomic pathology data. Arch Pathol Lab

Oliver, WR., Reddick, RL, Gillespie, GY, Siegal, GP. Juxtaadrenal schwannoma: verification of the
diagnosis by immunohistochemical and ultrastructural studies. J. Surg. Oncol. 30(4):259-


Altschuler, B., Oliver, WR, and Altschuler, M. Rapid 3-D Video/Laser and Digital Archiving with Immediate On-scene Feedback for 3-D Crime Scene/Mass Disaster Data Collection.

Becker, RL, Mikel UV, Oliver, WR, Sesterhenn IA. Enumeration of interphase chromosomes: Comparison of visual ISH and confocal FISH methods. Analyt Quant Cytol Histol. 18:405-409, 1996


Oliver, WR. Image Processing in Forensic Medicine, Clinics in Laboratory Medicine, R. Froede, ed. 18(1):151-180, 1998(chapter).


Oliver, WR. An artificial life approach to color contrast enhancement of wound images. SPIE Emerging Technologies in Law Enforcement. SPIE vol 3576, 165-175, 1998


Bass, Cameron; Folk, Benny; Salzar, Robert; Davis, Martin; Harris, Rob; Rountree, Mark S.; Harcke, Ted; Rouse, Elizabeth; Oliver, Bill; Sanderson, Ellory. Development of a Test Methodology to Evaluate Mine Protective Footwear. DTIC Technical Report. ADA433052 Dec 2004.

Bass, Cameron; Folk, Benny; Salzar, Robert; Davis, Martin; Harris, Rob; Rountree, Mark S.; Harcke, Ted; Rouse, Elizabeth; Oliver, Bill; Sanderson, Ellory. Development of a Test

Oliver, WR Medicine Looks Back at Intelligence (Comment on "Modeling an Intelligence Profession on Medicine") International Journal of Intelligence and Counterintelligence. 2007 20(3): 564-566.


Presentations: (titles approximate)

Smith, GS, and Oliver, WR. Estimation of S-phase timing by Multiresolution Image Analysis, XVI Intl. Congress on Analytical Cytology, 1993


Oliver, WR. "Image Processing in Patterned Injury Analysis. National Association of Medical Examiners, 1993


Oliver, WR and Fritsch, Daniel. Towards a metric for patterned injury analysis AAFS, 1996.

Oliver, WR and Merrill, R. Temporal changes in patterned injury. AAFS, 1996.

Oliver, WR. Image Processing implication of digital photography in the autopsy suite, NAME 1997.

Oliver, WR A NIIRS standard for forensic pathology images. NAME ’98

Oliver, WR Image quality considerations for autopsy pathology, AAFS 99

Oliver, WR Simulation of explosion to model patterns of injury. NAME ’99

Oliver, WR Engineering applications in Forensic Pathology. AAFS 2000

FBI SWGIT: Imaging Standards in Forensic Investigation AAFS 2002

Oliver, WR, et al. Magnetic Resonance Microscopy in the evaluation of Shaken Baby Syndrome AAFS 2002

Vorder Bruegge. et al. Forensic Digital Imaging AAFS 2002 (Workshop)

Downs, et al. Reconstruction of a 6-fatality car mishap, Pea River, Ala. AAFS 2002

Oliver, WR. Computer Security for Medical Examiners, NAME, 2002 (Workshop)
Vorder Bruegge, R.W. and Oliver, WR. Comparing the Resolution of Film to Digital Cameras: cautions for the forensic community. SPIE AEROSENSE 2002


Thali, M., Oliver, WR, Dimhofer, R, Potter, K., Rodriguez, WC. Analysis of Electric Injury Patterns in Human Skin by Magnetic Resonance Microscopy. AAFS 2003

Baker, A, Potter, K, Oliver, WR. Magnetic Resonance Microscopy as an Adjunct to the Evaluation of Pediatric Rib Fractures AAFS 2003

Oliver, WR. Truth and Beauty in Forensic Imaging. SIGGRAPH special panel, 2003.


Image Quality in Forensic Imaging, AAFS, 2005

Disproving a snuff film through analysis of its provenance, AAFS, 2005


KSA Information:

I have extensive knowledge and experience in pathology, forensic science, computer science, software development, system administration and security, and image processing and visualization. A KSA-style resume is available on request.
MEMORANDUM

TO: Bob Greczyn
    Chair, Executive Committee

FROM: Kevin Seitz

DATE: June 30, 2008

SUBJECT: Auto Allowance Increases

At its July 2005 meeting, the Board approved ECU’s Automobile Policy and Allowances. As stated in the Policy, the rates are to be reviewed and adjusted periodically. Due to a significant increase in gasoline prices, I am recommending a change in the allowance rates effective July 1, 2008. The new rates are based on a factor for gas prices of $4.00/gallon (the current factor is $2.70/gallon). The new factor for gas prices is based on the AAA current average for regular gas. The revised schedule is attached.

If the Board approves the changes to the automobile allowances, it must also approve the increase of allowances to the Chancellor and some Vice Chancellors according to the following schedule.

Proposed Changes to Automobile Allowances
Effective July 1, 2008

<table>
<thead>
<tr>
<th>Employee</th>
<th>New Rate</th>
<th>Former Rate</th>
<th>Change</th>
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<td>Chancellor Ballard</td>
<td>12,413</td>
<td>10,127</td>
<td>2,286</td>
</tr>
<tr>
<td>Vice Chancellors Dowdy</td>
<td>7,928</td>
<td>6,785</td>
<td>1,143</td>
</tr>
<tr>
<td>Seitz</td>
<td>7,928</td>
<td>6,785</td>
<td>1,143</td>
</tr>
<tr>
<td>Sheerer</td>
<td>7,928</td>
<td>6,785</td>
<td>1,143</td>
</tr>
</tbody>
</table>

Note: The Chancellor’s allowance is based on 10,000 miles per year. The Vice Chancellors’ are based on 5,000 miles per year.

cc: Board of Trustees
    Chancellor Steve Ballard
    John Durham

East Carolina University is a constituent institution of the University of North Carolina. An equal opportunity/affirmative action university which accommodates the needs of individuals with disabilities.
# EAST CAROLINA UNIVERSITY
## CAR ALLOWANCE RATES
**Effective July 1, 2008**

### CAR ALLOWANCE RANGES:

<table>
<thead>
<tr>
<th>ALLOWANCE RANGE</th>
<th>FOR</th>
<th>MILES</th>
<th>CAR ALLOWANCE RATES</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>CAR</strong></td>
</tr>
<tr>
<td>100%</td>
<td>Chancellor</td>
<td>10,000</td>
<td>$10,127</td>
</tr>
<tr>
<td>67%</td>
<td>Vice Chancellors</td>
<td>5,000</td>
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<td>10,000</td>
<td>$6,785</td>
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<tr>
<td>50%</td>
<td>Assoc Vice Chan Deans and Foundation Pres</td>
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<td></td>
<td></td>
<td>10,000</td>
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<tr>
<td>33%</td>
<td>Develop Officers &amp; Selected Staff</td>
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### BASIS FOR CAR ALLOWANCE:

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<tr>
<td>Tax</td>
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<td><strong>Total Cost</strong></td>
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<td>30% Tax Gross-up</td>
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<tr>
<td><strong>Allowance Amount</strong></td>
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East Carolina University Policy & Procedure Statement

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<tbody>
<tr>
<td>POLICY STATEMENT</td>
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<td>Automobile Policy and Allowances</td>
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<td>ORIGINATION DATE</td>
<td>ORIGINATOR</td>
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<td>May 17, 2005</td>
<td>Financial Services</td>
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<tr>
<td>ISSUE DATE</td>
<td>SUPERCEDES NO.</td>
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<tr>
<td>July 1, 2005</td>
<td>PAGE</td>
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<tr>
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<td>1 of 2</td>
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</tbody>
</table>

I. Purpose:

To establish a comprehensive automobile policy for East Carolina University, its Colleges, departments, and affiliated organizations in accordance with Section J of East Carolina University's Plan for Management Flexibility to Appoint and Fix Compensation, entitled "East Carolina University Policy on Non-Salary Compensation for Employees Exempt from the State Personnel Act [hereinafter referred to as "ECU Non-Salary Compensation Policy"]."

II. Automobile Allowances:

The automobile allowance for the Chancellor must be approved by the President and the allowance for Vice Chancellors must be approved by the Chancellor and the ECU Board of Trustees.

Associate Vice Chancellors, Deans, Foundation Presidents, and other senior academic and administrative officers, such as major gifts officers, who routinely travel representing the university and its affiliated organizations may also receive an allowance in accordance with the ECU Non-Salary Compensation Policy.

The automobile allowance will be based on the typical monthly lease payment for a fleet vehicle, plus insurance and taxes. A mileage allowance will be included to eliminate the need to keep a mileage log. The allowance will be adjusted to cover incremental tax liability. The allowance will be paid in equal semi-monthly installments via payroll. An attached schedule shows the recommended car allowance rates. (These rates will be periodically reviewed and adjusted). Funding for automobile allowances is to be made from Institutional Trust Funds or Foundation accounts. Any adjustments to the allowances on this schedule must be approved by the Vice Chancellor of Administration and Finance, the Chancellor and the Board of Trustees.
III. Leased or Purchased Vehicles:

The University, its colleges, departments, organizations, and foundations may not lease or purchase a passenger vehicle for the use of any individual or group of employees who travel on university business. Passenger vehicles to support athletics or other university programs may be an exception to this policy, with the prior written approval of the Vice Chancellor of Administration and Finance.

IV. Motor Pool Vehicles:

Associate Vice Chancellors, Deans, Foundation Presidents, and other key employees, such as major gift officers, who do not receive an auto allowance, but routinely travel at least 1,000 miles per month may have a vehicle from the motor pool assigned to them for their business travel, with the prior written approval of the appropriate Vice Chancellor, with a copy to the Vice Chancellor for Administration and Finance.

V. Courtesy Cars

Car dealers often support University affiliated organizations through ECU affiliated Foundations by providing courtesy cars. Each employee receiving a courtesy car must establish a written reasonable basis for needing the car and the appropriate Vice Chancellor must approve it in writing with a copy to the Vice Chancellor for Administration and Finance. It is understood that the Pirate Club has a courtesy car program established with certain Pirate Club donors and that this program will continue. In all cases, employees using courtesy cars will be required to maintain a mileage log for reimbursement of travel miles, and for the determination of business and personal miles traveled, for IRS reporting requirements.

Approvals: Chancellor May 17, 2005
Board of Trustees July 19, 2005
UNC GA May 2, 2006