

**EAST CAROLINA UNIVERSITY FACULTY SENATE
ACADEMIC AND APPELLATE COMMITTEE ANNUAL REPORT**

2019-2020 Academic Year

FACULTY GOVERNANCE COMMITTEE

Membership (include ex-officio members). REGULAR MEMBERS: Tracy Carpenter-Aeby, Richard Baltaro (through September 2019), Stacey Altman (from November 2019), Michael Duffy, Brad Lockerbie, Jay Newhard, Jeff Popke, Marianna Walker, David Wilson-Okamura. EX-OFFICIO MEMBERS: Crystal Chambers, Rep. of Chancellor; Don Chaney, Rep. of Chair of the Faculty; Jay Golden VCREDE (until December 2019), Mike Van Scott, Interim VCREDE (from December, 2019); Ron Michelson, Provost (until December 2019), Grant Hayes, Acting Provost/VCAA (from December 2019); Mark Stacy, VCHS; David Thomson, Rep of Faculty Senate (from October 2019).

Meeting Dates and Members Present:

August 28, 2019: Carpenter-Aeby, Duffy, Lockerbie, Newhard, Popke, Walker, Wilson-Okamura, Chaney, Mitchelson. Others in Attendance: Lori Lee; Linda Ingalls for Office of the Provost; Rachel Baker, University Program Specialist.

September 11, 2019: Baltaro, Duffy, Lockerbie, Newhard, Popke, Walker, Wilson-Okamura, Chambers, Chaney. Others in Attendance: Lori Lee; Linda Ingalls for Office of the Provost; Rachel Baker, University Program Specialist; Mary Farwell for VCREDE Jay Golden.

September 25, 2019: Duffy, Lockerbie, Newhard, Popke, Walker, Wilson-Okamura, Chambers, Stacy. Others in Attendance: Lori Lee; Rachel Baker, University Program Specialist; Linda Ingalls for Office of the Provost; Mark Bowler, Education Policies and Planning Committee (EPPC); Lisa Hudson, Health Sciences Human Resources; Paul Zigas, Interim University Counsel and VC for Legal Affairs; Amanda Williams, Associate University Attorney.

October 23, 2019: Duffy, Newhard, Popke, Wilson-Okamura, Chambers, Chaney, Thomson. Others in Attendance: Lori Lee; Rachel Baker, University Program Specialist; Linda Ingalls for Office of the Provost; Malorie Porter, Director of Equal Opportunity and Title IX Compliance Officer; Meagan Kiser for Paul Zigas, interim Univ. Counsel and VC for Legal Affairs; Lisa Hudson for Mark Stacy, VCHS.

November 13, 2019: Altman, Duffy, Newhard, Popke, Walker, Wilson-Okamura, Chaney, Stacy, Thomson. Others in Attendance: : Lori Lee; Rachel Baker, University Program Specialist; Linda Ingalls for Office of the Provost; Malorie Yeaman, Director of Equal Opportunity and Title IX Compliance Officer; Meagan Kiser for Paul Zigas, interim Univ. Counsel and VC for Legal Affairs.

December 11, 2019: Duffy, Newhard, Popke, Wilson-Okamura, Chambers, Chaney, Golden, Van Scott, Michelson, Hayes, Stacy, Thomson. Others in Attendance: Lori Lee; Rachel Baker; Linda Ingalls for Office of the Provost; Amanda Williams, Associate University Attorney; Patrice Goldman, Assistant University Attorney; Lisa Hudson, for VCHS Mark Stacy; Malorie Yeaman, Director of Equal Opportunity and Title IX Compliance Officer.

January 22, 2020: Duffy, Lockerbie, Newhard, Popke, Walker, Wilson-Okamura, Chambers, Chaney, Van Scott, Thomson. Others in Attendance: Rachel Baker; Linda Ingalls for Office of the Provost; Meagan Kiser,

for interim Univ. Counsel and VC for Legal Affairs Paul Zigas; Lisa Hudson, for VCHS Mark Stacy; Susan P. Martin, Sr. Equal Opportunity Complaint Investigator.

February 12, 2020: Altman, Duffy, Lockerbie, Newhard, Popke, Walker, Wilson-Okamura, Chambers, Chaney, Stacy, Thomson. Others in Attendance: Rachel Baker; Linda Ingalls for Office of the Provost; Meagan Kiser, for interim Univ. Counsel and VC for Legal Affairs Paul Zigas; Susan P. Martin, Sr. Equal Opportunity Complaint Investigator; Brandon Araujo, OED Data Analyst; Kyle Chapman, IPAR.

February 26, 2020: Altman, Duffy, Lockerbie, Newhard, Popke, Walker, Wilson-Okamura, Chambers, Thomson. Others in Attendance: Rachel Baker; Linda Ingalls for Office of the Provost; Lisa Hudson for Mark Stacy, VCHS.

March 25, 2020: Altman, Duffy, Newhard, Popke, Walker, Wilson-Okamura, Chambers, Chaney, Van Scott, Thomson. Others in Attendance: Rachel Baker; Linda Ingalls for Office of the Provost.

April 8, 2020: Altman, Duffy, Lockerbie, Newhard, Popke, Walker, Wilson-Okamura, Chambers, Chaney, Stacy, Thomson. Others in Attendance: Rachel Baker; Linda Ingalls for Office of the Provost; Wendy Sergeant, Assistant VC for Personnel and Resource Administration in Academic Affairs; Lisa Hudson, Associate VCHS and Human Resources Administration Director.

Subcommittees established during the year (include progress and/or completion of work).

None.

Accomplishments during the year. Please include recommendations made to any University agency other than the Faculty Senate.

- The Committee provided guidance to the Chair of the Faculty on the use of ‘best practices’ document summarizing guidance for incorporating student feedback in faculty evaluation. No formal role for the document was recommended.
- The Committee provided guidance to the Chair of the Faculty that faculty members who have announced their resignation should be allowed to participate in personnel actions, such as voting on tenure.
- The Committee provided guidance to the Chair of the Faculty on a proposed revision, from the Admission and Retention Policies Committee, to explicitly preclude visitors from attending classes without permission of the instructor or chancellor. The Committee expressed no reservations to the revised policy.
- The Committee provided guidance to the Chair of the Faculty on Faculty Manual (FM), Part IV, Section II: “III. Faculty Who May Vote on a Unit’s Code of Operations” and “. Use of ‘Guidelines’ by a Code Unit.” The Committee’s interpretation is that when the code unit is a college, the department faculty (not the entire college) must vote on changes to departmental guidelines and criteria for promotion and tenure.
- The Committee provided guidance to the Chair of the Faculty regarding revisions to departmental guidelines. The Committee approved unit code language, developed by Ingalls and Popke, to enable and implement amended criteria for tenure and promotion: “These Guidelines become effective upon approval by the Chancellor. Assistant Professors who are in at least their second year of employment and who desire additional time to meet revised criteria for tenure and promotion may seek a maximum one-year extension of their

probationary term under the ‘compelling personal circumstances’ provisions of the ECU Faculty Manual Part IX, Section I, subsection II.C.4.

- The Committee provided guidance to the Chair of the Faculty to allow Dental Medicine to continue its existing practice of designating a college, not a department, as the unit determining tenure and promotion.
- The Committee provided guidance to the Chair of the Faculty opposing changes to the minimal unit code requirements to incorporate a commitment to equity and diversity.
- In response to the COVID-19 Pandemic, the Committee approved a new Policy on ‘Extension of Tenure and Promotion Schedule’ to accommodate probationary faculty members whose scholarship has been materially impeded by the pandemic.
- In response to the COVID-19 Pandemic, the Committee provided guidance to the Chair of the Faculty and Provost that it will be a faculty member’s discretion whether to include SSOI data in PADs and annual reports during the 2020-2021 academic year.
- The Committee provided guidance to the Chair of the Faculty that the revised Academic Integrity policy, which will be moved to the ECU Policy Manual, should also remain in the Faculty Manual, Part VI, Section II.

Reports to the Faculty Senate (include dates and resolution numbers).

October 15, 2019.

- *First reading* of proposed revisions to the ECU Faculty Manual Part II, East Carolina University Organization and Shared Governance (Section II. Faculty Constitution and By-Laws, subsection By-Laws of the Faculty of East Carolina University) to reorganize Appellate Committee structure.
- Revisions to Part XII. Faculty Appellate Provisions (Section I. General Appellate Procedures and Reviews of Non-Reappointment, Non-Conferral of Tenure at the End of the Probationary Period, Discharge or Imposition of Serious Sanctions, and Termination Based on Institutional Considerations) to respond to changes to the UNC Code. Approved as presented. RESOLUTION #19-69.
- Revisions to Part XII. Faculty Appellate Provisions (Section II. General Faculty Grievance Procedures and Appeals of Non-Conferral of Early Tenure) to respond to changes to the UNC Code. Approved as presented. RESOLUTION #19-70.

November 12, 2019.

- Proposed revisions to the ECU Faculty Manual, Part IV (Section I. Academic Code Units) to clarify the approval process for reorganizing departments within a Code Unit. Approved as presented. RESOLUTION #19-75.
- *Second reading* of proposed additional revisions to the ECU Faculty Manual Part II. East Carolina University Organization and Shared Governance (Section II. Faculty Constitution and By-Laws, subsection By-Laws of the Faculty of East Carolina University) to reorganize Appellate Committee structure. Approved as presented. RESOLUTION #19-76.

February 25, 2020

- *First reading* of proposed revisions to ECU Faculty Manual Part II, East Carolina University Organization and Shared Governance (Section II. Faculty Constitution and By-Laws, subsection By-laws of the Faculty of East Carolina University, IV. Faculty Senate, Academic and Administrative Committees, Membership, and Structure) to provide addition opportunity for fixed-term faculty members to serve on Senate Committees.
- Revised Resolving Allegations of Discrimination Interim Policy. Formal faculty advice to the Chancellor approved as presented. RESOLUTION # 20-15.

March 31, 2020

- *Second reading* of proposed revisions to ECU Faculty Manual Part II, East Carolina University Organization and Shared Governance (Section II. Faculty Constitution and By-Laws, subsection By-Laws of the Faculty of East Carolina University, IV. Faculty Senate, Academic and Administrative Committees, Membership, and Structure) to provide addition opportunity for fixed-term faculty members to serve on Senate Committees. Approved as presented. RESOLUTION #20-27.
- Proposed revisions to the 2020 Administrative Surveys to address concerns about gender categories. Returned to the Faculty Governance Committee for further discussion and consideration. RESOLUTION #20-29.

Business carried over to next year (list in priority order).

- Revision of by-laws.
- Wording for the gender question on the administrator survey.
- Policies for multi-year contracts for fixed-term faculty (Faculty Manual and Unit Codes).
- Fixed-term faculty service on personnel committees.
- Electronic PAD and electronic voting.
- Comprehensive review of student complaints policies.
- Review of Title IX changes.

Evaluation of the committee (include anything that hindered or assisted the committee's work during the year).

A. Charge: Appropriate.

B. Personnel:

Should the committee's ex officio membership be redefined to regularize or acknowledge the practice, ongoing for several years, of rotating attendance by the committee's three vice chancellors?

C. Attendance: Sufficient to carry out Committee business.

D. Responsibilities: Important, especially in the context of the COVID-19 Pandemic.

E. Activities: The Committee's meetings were productive.

Suggestion(s) to the Chair of the Faculty for improving the effectiveness of the committee.


The Committee spent significant time this year collectively working through policy revisions during meetings. The Committee might consider making greater use of subcommittees to draft language that can be brought to the Committee for consideration.

Does the Committee's organizational meeting next year need to be earlier than the date set this year?

No.

If yes, when do you prefer: _____

Signed: Chairperson _____

Vice Chair  _____

Secretary _____

Please forward the completed, approved annual report to the Faculty Senate office via email (faculty senate@ecu.edu) no later than May 15, 2020.