Presiding: Jim Joyce, Chair

Agenda item 1: Opening remarks by Don Sexauer, Chair of the Faculty. He kept his remarks short; he will save his words for later in the year.

Agenda item 2: Introduction of Committee
Committee members introduced themselves and welcomed new member: Bruce Albright, Allied Health Sciences.

Agenda item 3: Remarks by Tinsley Yarbrough, Interim Vice Chancellor for Academic Affairs. He kept his remarks short; he will save his words for later in the year.

Agenda item 4: Election of Committee officers (run by past chair, Don Sexauer)
Officers for 1995-96, each elected by acclamation, are as follows:
Jim Joyce, Chair; George Bailey, Vice-Chair; Sherry Southard, Secretary

Agenda item 5: Discussion of business carried over and upcoming Committee activities
Items 1-6 were carried over from 1994-95; items 7-8 are upcoming activities.
(1) Discuss Administrative Memorandum #355 in reference to the Board of Governors' policies concerning appellate review (attachment 1). This item involves reviewing ECU documents to be sure they include the information in #355, which basically limits the appeals the Board of Governors hear.
Action: form sub-committee at next meeting.

(2) Consider amendments to Appendix X, Grievance Procedures for Complaints of Sexual or Racial Harassment or Discrimination or Conflicts of Interest Brought Against ECU Faculty Members or Administrators Holding Faculty Status. George Bailey worked with Mary Ann Rose and Greg Hassler on this item last year. Rose and Hassler were to present specific changes for the committee to consider. Bailey will be asked to meet with them once more; if not action, then committee should move on it.
Action: refer item to George Bailey.

(3) Review Appendix C, Personnel Policies and Procedures for the Faculty of ECU with respect to personnel files, Faculty Senate, Resolution #91-09 (attachment 2). The committee discussed the interpretation of "one personnel file in one place." Some committee members felt that problems still exist.
Action: form sub-committee at next meeting.

(4) Draft a formal, detailed process for decoding a unit that includes policies and procedures for relocating faculty members of the decoded unit.
Action: Jim Joyce will check into this item.

(5) Clarification of Appendices D and L in relation to promotion and tenure activities of women faculty (attachment 3). This item involves more than just women faculty and more than just promotion and tenure activities: part-time positions carrying tenure even when person in position was previously full time with tenure, job sharing, tenure for two tenure-track persons sharing a full-time position, tenure for two tenured persons sharing a full-time position, leave-of-absences policies. Somehow this discussion also turned to how and why faculty recuse themselves from personnel
actions, now that the new Appendix D is in effect.
Action: form sub-committee(s) at next meeting.

(6) Revise Appendix L to correlate with earlier revisions to the document (attachment 4). This item involves simple rewrite.
Action: Don Sexauer volunteered to be a committee of one.

(7) Review Appendix V, Sexual Harassment, Discrimination, and Conflicts of Interest Policies. The committee discussed what exactly was sought from the committee because ECU does have policies. Some felt that administration wanted some statement concerning consequences when policies are not followed.
Action: Don Sexauer and Jim Joyce will seek clarification from the Chancellor. If appropriate, form sub-committee at next meeting.

(8) Consider letter from John Moskop concerning where guidelines for tenure/promotion should reside in medicine.
Action: John Moskop will be consulted. Committee will continue discussion of this item at the next meeting.

Agenda item 6: Discussion of 1995-96 Committee goals
Committee did not discuss this item.

Agenda item 7: Formulation of next meeting agenda
Committee did not discuss this item; chair will formulate the agenda.

Meeting adjourned: 4:35 pm

Next meeting: October 11, 1995 at 2:00 pm

Submitted by Sherry Southard, Secretary