MEETING DATE: OCTOBER 22, 1997, 3 p.m.

PERSON PRESIDING: Patricia Anderson

ACTIONS OF MEETING:

Description of Action (item 6, Oct. 8 agenda, report on leaves of absence and extensions of probationary terms along with responsibilities of administrative officers in appointing committees): Sexauer and Grossnickle discussed the conflicts between Appendix D and Part VI of the Faculty Manual. Rather than adjust or clarify Appendix D, the committee agreed to change Part VI of the Faculty Manual to read:

Leaves of absence without compensation are subject to Appendix D, II.C.3., Extensions of the Probationary Term and normally should be for not more than two academic years or occur more often than once in three years. Leaves of absence for one or more semesters without salary may be arranged with faculty members for the purpose of advanced study, research, or public service without prejudice to future promotions in rank, provided the period of absence is reasonable and does not work under hardship upon the university.

Sexauer made the motion to amend. This proposed change will be on the agenda of the next Faculty Senate meeting.

The committee discussed the beginning portion of the Faculty Manual related to unit administrators. The descriptions of responsibilities there are not totally consistent with current policies, i.e., no mention of unit codes. Grossnickle and Sexauer will rework this section and bring a draft to the next committee meeting.

Description of Action (item 7 of Oct. 8 agenda, report on Appendix C with respect to personnel files and placement of advising regarding personnel matters): Joyce made a progress report stating that it is his belief that personnel and evaluation files should be separated. He will continue to meet with the sub-committee on this matter and make a report at an upcoming meeting.

Description of Action (item 8 of Oct. 8 agenda, report on DECAD and administrator survey criteria): Anderson presented the following proposal:

Faculty members participating in the DECAD and Administrator Survey must:

1. hold rank as professor, associate professor, assistant professor, instructor, or lecturer
2. be employed currently
3. hold full-time appointments
4. have been employed at ECU for at least one year

Joyce moved to change item one to "hold rank as professor, associate professor, assistant professor, or instructor." He believes that too many fixed-term faculty are employed (currently three in ten), thus weakening the shared governance concept of our campus. The motion failed. Yarbrough moved that item one be modified to "hold rank as professor, associate professor, assistant professor,
instructor, or faculty title."  The motion passed.  The entire report passed and will be presented at the November Faculty Senate meeting.

Yarbrough requested that the committee place on an upcoming agenda the issue of voting faculty member when a faculty member holds an administrative position outside the unit.  Hartley requested that the committee return to a more thorough discussion relative to the numbers of fixed-term persons employed within the university.  Citing the Chancellor's upcoming report, the committee agreed to place both of these items on a Spring agenda.

The meeting adjourned at 4:23 p.m.

Artemis Kares, Secretary
Patricia Anderson, Chair (recorded minutes of Oct. 22)