

EAST CAROLINA UNIVERSITY  
2022-2023 Faculty Governance Committee

MINUTES OF MEETING DATE: Wednesday, November 30, 2022, 3-5 p.m.

ATTENDANCE

PRESIDING: David Wilson-Okamura

REGULAR MEMBERS (X\_ IN ATTENDANCE):

Sandra Warren\_X\_, Cynthia Deale \_X\_, Edwin Gomez \_X\_, Anne Ticknor \_\_, Mark Bowler\_\_X\_, Susie Harris \_\_X\_

EX-OFFICIO MEMBERS (\_X\_ IN ATTENDANCE) (with vote):

Crystal Chambers\_\_\_, Wendy Sergeant\_X\_, Mary Farwell\_\_\_, Purificación Martínez\_X\_, Fanchin Kung\_X\_, Mark Hand\_X\_

Guests in attendance: Linda Ingalls

Call to Order, 3:00 pm

NOTE: This semester's meetings will be on Teams:

<https://facultysenate.ecu.edu/2022/09/07/2022-23-faculty-governance-committee-virtual-links/>

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1. Approve previously-circulated minutes of November 9, with corrections as needed. Minutes approved.
2. Employee Code of Content: review suggestions from DEI committee. (Attachment)
  - David Wilson-Okamura (Wilson-Okamura) provided the revisions/additions to the document recommended by the Diversity Equity & Inclusion (DEI) committee and suggested ways they could be incorporated into the document.
    - Mark Bowler (Bowler) shared the link to the definition of a “Responsible Employee”
    - <https://policy.ecu.edu/05/25/03> (REG 05.25.03).
  - In another paragraph, the DEI committee suggested incorporating a paragraph from the Faculty Manual's statement on professional ethics and making it apply to all employees (see the document).
    - Sandy Warren (Warren) brought up the word “intended,” asking if it was used because of the focus on hostile conduct.
    - Wilson-Okamura said that committee talked about this word and decided on “intended.”
    - Bowler noted that a preponderance of repetition of behavior would show a pattern and intent.

- A motion was made to recommend the full set of revisions to the senate as formal advice for the chancellor.
  - The motion carried unanimously.
  - The revised document will be given to Rachel Baker and they will ask to put it on the agenda recommending it to the faculty senate as formal advice to the chancellor.
  
- 3. Meeting format for spring: on Teams again or in person?
  - There was a discussion about the face-to-face vs. virtual format.
  - Warren asked people to meet on Teams with their cameras on.
  - Susie Harris noted that being on the medical campus makes it hard to park.
  - Suggestions were made about parking.
  - The suggestion was made to meet on teams for meeting #1 in the spring and have Rachel look at the parking possibilities and room possibilities and we can talk more.
  
- 4. Other business.
  - A. The issue of increases in salary due to advancement in title or rank:
    - Edwin Gomez (Gomez) brought up the issue of what the increase will be university-wide for instructors on fixed-term contracts.
      - He provided an example of one of his instructors exploring advancement in rank and there was no monetary gain.
      - He rewarded the faculty member with money out of his budget.
      - He cannot award future increases as that is not a sustainable practice.
      - He believes that there needs to be a long-term process for retention and common sense.
      - The faculty manual alludes to that, but does not say it outright.
  
  - Puri Martinez, as Chair of the Faculty, had the welfare committee work on this policy and they did not produce a document at the end.
    - What she understands is that actually there is nowhere in writing where there has to be a commitment and there are differences between the colleges.
    - Wants the university to produce a standard operating procedure that includes advancement in title and rank and provides a mechanism for the amount at certain intervals.
    - Due to all of the issues, she understands why the committee had trouble coming up with a report.
    - Anne Ticknor is going to reach out again as the chair of the faculty.
    - Wilson-Okamura noted that, instead of fixing a formula for raises, a group that included faculty members could meet annually or bi-annually to review the increments.
    - Discussion continued about how to proceed with a policy rather than a specific formula.
      - Gomez noted that his own college was not able to come to a consensus.
  
  - Ticknor emailed to say that she would report on this issue at our next meeting.

## B. The Faculty 180 Issue:

- Wilson-Okamura shared Ticknor's email. See the following:

Another item that has recently been brought to my attention is that Cara Gohn, who is leading the Faculty 180 Reviews process, is working on moving PTR to Faculty 180 Reviews. One item that has come up related to this process is the form that is used (see attached) and splitting the form into two parts for ease of obtaining signatures electronically through the system. The bottom portion (marked in red) would be routed separately for signatures and would not be part of the form that is uploaded in Faculty 180 Reviews. We have checked with Sherry Lillington that the form can be separated and would still meet the reporting needs. The question to Faculty Governance is should this form be split? If so, should the Faculty Manual Part IX be revised to reflect this? My initial thought is that FM would not need to be changed if the form was split, but I would like the committee to think through these questions and advise.

- Martinez noted that the Procedure sub-committee is in conversation about all of the issues about moving everything to Faculty 180.
- Wilson-Okamura will save the issue for the February meeting.
- Wilson-Okamura noted the specific issue raised that asks if the form can be split without revising the faculty manual.
- Martinez thinks that the committee will address this issue so that they can provide more informed feedback.
- Warren asked why this is an issue—of splitting the form into two parts.
- Martinez noted that the technology may be an issue regarding Faculty 180.
  - Gomez noted that there were many steps involved in using the form on Faculty 180 and does not trust the system yet and was backing everything up and taking many steps.
  - Wilson-Okamura noted that arts and Sciences is requiring faculty to use Faculty 180 for annual reports—as are other colleges.
- No motion was raised, but the committee will not sub-divide the form before the issue has been addressed by the committee.
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  - The Process subcommittee is going to study this question and make a recommendation to the full committee.

The committee adjourned at 3:56 p.m.