COMMITTEE:  Faculty Governance Committee

MEETING DATE:  April 11, 2012

PERSON PRESIDING:  George Bailey

REGULAR MEMBERS IN ATTENDANCE:  Catherine Rigsby, Chuck Boklage, Edson Justiniano, Gene Hughes, Mark Taggart

EX-OFFICIO MEMBERS IN ATTENDANCE:  Mark Sprague, Marianna Walker, Sheila Bunch

OTHERS IN ATTENDANCE:  Lori Lee, Donna Payne

ACTIONS OF MEETING

Agenda Item: Approval of Minutes of March 21st and April 4th.

Action Taken:  Minutes of March 21 and April 4

Agenda Item: Table of Contents for the Faculty Manual

Discussion:  There will be 12 parts to the Faculty Manual. Some renumbering and reordering might be necessary. Dr. Walker presented this is for information only.

Agenda Item: Introduction to the Faculty Manual

Discussion:  Editorial suggestions were made. Procedures regarding Faculty Manual interpretations and consultations were discussed. The phrase "Where Faculty Manual policies are unclear or ambiguous," is to be added to the beginning of the following paragraph:

Requests for interpretation of the ECU Faculty Manual are submitted to the Chair of the Faculty and/or Provost and Vice Chancellor for Academic Affairs for a joint conditional interpretation. In matters pertaining to their purview, they will also consult with the Vice Chancellor for Health Sciences and/or Vice Chancellor for Research before providing a joint conditional interpretation. This conditional interpretation will be in effect until a permanent interpretation is adopted through normal procedures and incorporated into the contents of ECU Faculty Manual as needed. The Faculty Senate office maintains an index of
such interpretations provided for in the *ECU Faculty Manual*.

Suggestions were made to the sixth paragraph:

**The ECU Faculty Manual has been redesigned to provide faculty members and administrators with a reference to established policies and procedures in relation to faculty matters. The Faculty Manual provides links to relevant UNC Board of Governors’ policies and procedures, as well as, ECU Administrative Policies, Rules, and Regulations (PRRs)**

Action Taken: Approved with editorial changes

Agenda Item: *ECU Faculty Manual*, Part II. University Organization, Subsection III. University Policy

Discussion: Dr. Walker provided a background and suggested revisions.

Action Taken: Approved with editorial suggestions were made.

Agenda Item: *ECU Faculty Manual*, Part II. University Organization, Subsection IV. Academic Policy.

Discussion: Revisions reflect the changes in Academic policy.

Action Taken: approved with editorial changes

Agenda Item: *ECU Faculty Manual*, Appendix A. Faculty Constitution and By-Laws of East Carolina University

Discussion: Editorial suggestions were made.

This paragraph was discussed:

Membership of Faculty Senate Committees and Academic Committees shall consist of faculty holding academic rank (instructor, assistant professor,
associate professor and professor) as specified in the committee charges and rosters. The Chancellor and the Chair of the Faculty are ex-officio members of all committees.

The issue of fixed term faculty members serving on committees was discussed.

The following revision was discussed regarding eligibility: “Faculty members are not eligible to serve as elected members to more than one committee.”

“The Chair of the Graduate Council provides a monthly report…”

Action Taken: passed with editorial changes

Agenda Item: Faculty Manual Part XIII timeline

Discussion: a discrepancy in dates for 12-month faculty to submit PADS needs to be addressed. Dates will be provided

Action Taken: none

Agenda Item: Appendix I

Action Taken: Dr. Bailey charged the committee to read Appendix I and report to him suggestions and concerns.

Assigned additional duties to: committee assigned to read the document

Agenda Item: Annual report

Discussion: Dr. Bailey will circulate the annual report electronically for review.

Action Taken: the committee will review the document and report back to Dr. Bailey.

The meeting adjourned at 4:30 PM.