

COMMITTEE: Unit Code Screening

MEETING DATE: January 20, 2021

PERSON PRESIDING: Ken Ferguson

REGULAR MEMBERS IN ATTENDANCE: Helena Feder, Ken Ferguson, William Gee, Karen Jones, Charleen McNeill, Rachel Roper

REGULAR MEMBERS ABSENT: Melissa Beck, Amin Akhnoukh,

EX-OFFICIO MEMBERS IN ATTENDANCE: Linda Ingalls, Kathy Misulis, Becky Welch

EX-OFFICIO MEMBERS ABSENT: Valerie DeBellis, Lisa Hudson,

OTHERS IN ATTENDANCE: Mark Sanders

ACTIONS OF MEETING

1. McNeill motioned to approve the minutes. Feder seconded. The minutes from the November meeting were approved.
2. Karen Jones, Linda Ingalls, and Kathy Misulis presented the revised code received from Academic Library Services. Mark Sanders had combined the received comments into a single document in advance of the meeting; he shared his document as a result. Line numbers are from his revised document.

Line 6: In the writing out of EHRA, include uppercase “E” for Exempt.

Line 7: In the writing out of SHRA, include uppercase “S” for Subject.

Lines 12-14: Use one name throughout instead of the three.

Lines 32-33: Change “all Faculty personnel decisions” to “Faculty personnel considerations”

Line 48: Clarify which matters are included in “all other Faculty matters”

Line 136: Clarify limitations of duties of the person who is placed “in charge” since some duties cannot be delegated, so perhaps “in accordance with Faculty Manual and University Policies”

Line 186: Could clarify further, but not required.

Line 192: Leave Section IV as is.

Lines 303-314: Revise to “exists, a Committee will be selected in accordance with the ECU Faculty Manual, Part IV and the type of proposed action – for instance, creating a new Unit Code, making changes to an existing Code Unit, or revising an existing Unit Code.”

Line 371: Add “, for non-tenure granting and transitioning units” after “Part IX.”

Line 425: Revise “select the” to “select one of the two”

Line 566: Delete the first sentence and revise the second sentence to read “applies criteria for permanent tenure and promotion as directed in the ECU Faculty Manual Part VIII and IX.”

Line 618. Revise per Ingalls text.

Line 717: Eliminate the extra bullet.

Line 741: Change “reappointment” to “subsequent appointment”

Lines 820 and 821: Revise to “Permanently Tenured Faculty”

Line 860: Make ECU Faculty Manual italics.

Line 886: Revise “Budget” to “Annual Budget Request and Subsequent Budget Allocation to the Unit”

Line 891: Add Annual Report section text from Misulis.

Line 897: Delete the first sentence.

Line 900: Revise to “limited to annual performance evaluations, equity”

Line 907: Revise as noted by Ingalls.

Roper motioned to approve. Misulis seconded it. The code was approved.

3. Ferguson, McNeill, and Ingalls agreed to review and present the Constitution of the College of Fine Arts.
4. Adjournment at 4:14 PM.

NEXT MEETING: February 17, 2021, 3:30 PM

ITEMS TO BE DISCUSSED: Constitution of the College of Fine Arts