The third regular meeting of the 1995/1996 Faculty Senate will be held on Tuesday, 7 November 1995, at 2:10 in the Mendenhall Student Center Great Room.

FULL AGENDA

I. Call to Order

II. Approval of Minutes

10 October 1995

III. Special Order of the Day

A. Roll Call

B. Announcements

C. Richard Eakin, Chancellor

D. Tinsley Yarbrough, Interim Vice Chancellor for Academic Affairs

E. James Hallock, Vice Chancellor for Health Sciences

F. James LeRoy Smith, Chair
   Enrollment Services Council

G. Ken Marks, Director, Academic Library Services
   Transfer of Materials During Library Renovations

H. Approval of Fall 1995 Graduation Roster

IV. Unfinished Business

Ad Hoc Committee Charge on Faculty-Student Grievances
   (attachment 1).

V. Report of Committees

A. Credits Committee, Bob Woodside
   Revision to Faculty Manual, and Undergraduate Catalog,
   reference to Grade Appeals (attachment 2).

B. Educational Policies and Planning Committee, Madge Chamness
   Proposed Weekend and Evening College (attachment 3).

C. Faculty Governance Committee, Jim Joyce
   Proposed Revision to ECU Faculty Manual, Appendix L
   (attachment 4).

D. Research/Creative Activity Policies Committee, Charles Hodson
   Proposed Revision to ECU Faculty Manual, Appendix I
   (attachment 5).

E. University Curriculum Committee, Jim Smith
   Undergraduate curriculum matters contained in the
   meeting minutes of 28 September and 12 October 1995.
   (Copies of these minutes have been distributed to Faculty
   Senators and Alternates. Others may request copies
   from the Faculty Senate office at ext. 6537.)

VI. New Business
UNFINISHED BUSINESS

AD HOC COMMITTEE CHARGE ON FACULTY-STUDENT GRIEVANCES
AS REQUESTED BY THE FACULTY SENATE ON 10 OCTOBER 1995

An ad hoc committee will be established consisting of a representative from the Division of Student Life, Undergraduate Studies, and the University Attorney's office, three members appointed by the Chancellor and three members appointed by the Chair of the Faculty. The committee will be charged to review what is currently being done relative to faculty-student grievances and to consider how to handle concerns not yet covered by policies already in place. The committee will be requested to prepare a report to the Faculty Senate prior to the end of the 1995-96 academic year.

Faculty Senate Agenda
7 November 1995
Attachment 2.

CREDITS COMMITTEE REPORT

REVISION TO FACULTY MANUAL AND UNDERGRADUATE CATALOG,
REFERENCE TO GRADE APPEALS

Revise the Faculty Manual, Part V., section J. Grade Appeals (page V-4) as follows:

"A student wishing to contest a course grade should first attempt to resolve the matter with the instructor who determined the grade. The student may appeal the instructor's decision by submitting a written appeal to the instructor's unit administrator (chairperson or dean, as appropriate) not later than the last day for undergraduate students to drop semester-length courses during the next regular semester. The instructor's unit administrator shall review the student's request with the faculty member and either concur with the grade or request that the faculty member reassess the grade. The final decision shall rest with the faculty member responsible for the course grade."

Add the following as a new section to the Undergraduate Catalog, Section 5: Academic Regulations, following the section entitled Policy on Posting Grades:

"A student wishing to contest a course grade should first attempt to resolve the matter with the instructor who determined the grade. The student may appeal the instructor's decision by submitting a written appeal to the instructor's unit administrator (chairperson or dean, as appropriate) not later than the last day for undergraduate students to drop semester-length courses during the next regular semester. The instructor's unit administrator shall review the student's request with the faculty member and either concur with the grade or request that the faculty member reassess the grade. The final decision shall rest with the faculty member responsible for the course grade."
EDUCATIONAL POLICIES AND PLANNING COMMITTEE REPORT

PROPOSED WEEKEND AND EVENING COLLEGE

On 6 October and 20 October 1995, the Educational Policies and Planning Committee discussed the proposed Weekend and Evening College Proposal. The Weekend College Proposal Committee was represented at the 6 October 1995, meeting by Dorothy Muller, Undergraduate Studies and Marion Sykes, Admissions.

The Committee supports the concept of an ECU Weekend and Evening College Program, but cannot endorse the proposed program until the following committee concerns are adequately addressed:

1. Demonstrate that it is feasible to offer the courses required by the proposed degrees with existing faculty. All affected departments must determine the number of faculty needed for the projected teaching and advising loads and support the commitment of resources.
2. Ascertain that the same full-time to part-time faculty ratio will be maintained in the weekend degrees as in regular degree programs.
3. Demonstrate that services that support regular on-campus students (library, counseling, food services, etc.) can be made available to weekend college students. Non-instructional services should be coordinated through an office that is staffed whenever weekend college is in session. As with any other degree program, primary responsibility for teaching and advising should be in the department offering the degree.
4. Provide budget and staffing information for the proposed weekend college program.

A copy of the proposed Weekend and Evening College Proposal is available for review in the Faculty Senate office, 140 Rawl Annex.

FACULTY GOVERNANCE COMMITTEE REPORT

PROPOSED REVISION TO FACULTY MANUAL, APPENDIX L
Revise Section F. Quadrennial Unit Administrator Evaluation (page L-5), as follows:

1. Following an evaluation procedure developed by the unit and approved by the appropriate vice chancellor, the voting faculty members, in a unit meeting chaired by a voting faculty member of the unit nominated and elected by the membership at that meeting, with the unit administrator excluded from the meeting, shall discuss and vote by secret ballot on the effectiveness of the unit administrator during September of that administrator's fifth year of appointment and every fourth year thereafter. The presiding faculty member shall convey to the unit administrator in writing the results of the vote immediately following the meeting. A
negative vote by a majority of the voting faculty, excluding
the unit administrator, shall constitute a recommendation
that the unit administrator be removed.

2. The presiding faculty member shall appoint an ad hoc
committee to conduct the balloting. The ad hoc committee
shall distribute, collect, and count the ballots. Absentee
ballots shall be made available. The unit administrator
shall not vote in this procedure.

3. The results of the balloting shall be announced by the
presiding faculty member to the voting faculty members
before adjournment, and shall be submitted by the presiding
faculty member to the next higher administrative official.

4. A decision to terminate an administrative officer's
appointment shall be made by the Chancellor.

Faculty Senate Agenda
7 November 1995
Attachment 5.

RESEARCH/CREATIVE ACTIVITY POLICIES COMMITTEE REPORT

REVISION TO FACULTY MANUAL, APPENDIX I

Appendix I the "East Carolina University Policy on Conflicts of
Interest and Commitment" was revised during the summer of 1995.
The Policy was revised so that ECU Policy would conform with new
NIH and NSF requirements on conflict of interest. An ad hoc
committee prepared the revision. Acting Associate Vice
Chancellor Lawler chaired the committee, and Alvin Volkman,
Medical School Associate Dean for Research and Graduate Studies,
and Drs. Alan Schreier, Brian McMillen, Charles Hodson, and
Mumtaz Dinno served as committee members. The committee revised
Appendix I so that it would conform with new requirements
mandated by the Granting Agencies, National Science Foundation
and the National Institute of Health. The UNC Board of Governors
Policies on Conflict of Interest (COI) was not changed, and COI
questions in revised Appendix I are basically the same.
Templates prepared at UNC-Chapel Hill and NC State University
that conformed to the federal mandate were provided by the UNC
General Administration as a guide for revising Appendix I. The
Federal regulations requiring Appendix I revision and guidance
from UNC General Administration, UNC-Chapel Hill and NC State
University are available in the Faculty Senate office for faculty
who are interested in reviewing them.

Since Appendix I was revised over the summer, it has been
reviewed by UNC General Administration, and President Spangler
has asked that the definition of significant financial interest
be changed to conform to the federal definition. The
Research/Creative Policy Committee amended Appendix I so that
President Spangler's concerns were met. Please refer to Section
VIII., subsection 4 (page I-7). A copy of the full Appendix I
will all changes may be obtained from the Faculty Senate office,
140 Rawl Annex.

SUMMARY OF CHANGES MADE OVER THE SUMMER AND REFLECTED THROUGHOUT
1. Reporting procedures for COI violations to NIH and NSF are included.*

2. Mechanism to resolve COI situations are included. *

3. A definition of significant financial interest is included. Interests below this amount only need to be reported.*

4. A mechanism is in place to verify COI diselveness are made before grant proposals are submitted. *

5. The institutional official reporting on COI violations to NIH & NSF is identified. *

6. The composition of the review committee for appeals in COI disputes is specified.

7. Examples of potential COI situations are now included to assist faculty in understanding these questions.

* Federal Requirement.