The second regular meeting of the 2004-2005 Faculty Senate will be held on Tuesday, October 12, 2004, at 2:10 in the Mendenhall Student Center Great Room.

FULL AGENDA

I. Call to Order

II. Approval of Minutes
   September 14, 2004

III. Special Order of the Day
   A. Roll Call
   B. Announcements
   C. Steve Ballard, Chancellor
   D. John Lehman, Interim Vice Chancellor for Research and Graduate Studies
   E. Tom Powell, Director of Admissions
      Breakdown of the freshman class and number of home-schooled student admissions
   F. Catherine Rigsby, Chair of the Faculty
   G. Nick Floyd, Senior Associate Director of Athletics
   H. Bob Morrison, Faculty Assembly Delegate
      Report on the October 1, 2004, Faculty Assembly meeting.
   I. Question Period

IV. Unfinished Business

V. Report of Committees
   A. University Curriculum Committee, Tim Hudson
   B. Committee on Committees, Henry Ferrell
      Nomination of alternate members to the Faculty Grievance Committee, Grievance Board, and Reconsideration Committee (attachment 1).
C. Faculty Grievance Committee, Gene Hughes
   Overview of 2003-2004 Committee Activities (attachment 2).

D. Faculty Information Technology Review Committee, Karl Wuensch
   Proposed revisions to the 2004-05 Application for a Student Computer and Technology Fee Innovative Project Proposal (attachment 3).

E. University Budget Committee, Henry Ferrell

VI. New Business
   Commendation for Rick Niswander, Past Chair of the Faculty, Dee Dee Glascoff
   (attachment 4)

Attachment 1.

COMMITTEE ON COMMITTEES REPORT

Nominee for one Alternate position on the Faculty Grievance Committee

Andrew Sargent, Department of Chemistry

REGULAR MEMBERS (with vote)

<table>
<thead>
<tr>
<th>Name</th>
<th>Academic / Administrative Area</th>
<th>Term</th>
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</thead>
<tbody>
<tr>
<td>Myra Brown</td>
<td>Allied Health Sciences - Associate</td>
<td>2005</td>
</tr>
<tr>
<td>Michael Schinasi</td>
<td>Foreign Languages - Associate</td>
<td>2005</td>
</tr>
<tr>
<td>Cathy Hall</td>
<td>Psychology - Professor</td>
<td>2005</td>
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<tr>
<td>Sudesh Kataria</td>
<td>Medicine – Professor</td>
<td>2006</td>
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<tr>
<td>Henry Ferrell</td>
<td>History - Professor</td>
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<tr>
<td>Bob Morrison</td>
<td>Chemistry - Professor</td>
<td>2006</td>
</tr>
<tr>
<td>Gene Hughes</td>
<td>Business - Professor</td>
<td>2007</td>
</tr>
<tr>
<td>Hanna Jubran</td>
<td>Art and Design – Associate</td>
<td>2007</td>
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ALTERNATE MEMBERS (with vote)

<table>
<thead>
<tr>
<th>Name</th>
<th>Academic / Administrative Area</th>
<th>Term</th>
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<tbody>
<tr>
<td>open</td>
<td></td>
<td>2005</td>
</tr>
<tr>
<td>Steven Mark</td>
<td>Education - Assistant</td>
<td>2007</td>
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EX-OFFICIO MEMBER (with vote)

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<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Catherine Rigsby</td>
<td>Chair of the Faculty - Geology</td>
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Nominees for two Alternate positions on the Grievance Board

Maury York, Academic Library Services

Jeff Phipps, Department of Theatre and Dance
**REGULAR MEMBERS (with vote)**

<table>
<thead>
<tr>
<th>Name</th>
<th>Academic / Administrative Area</th>
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<tbody>
<tr>
<td>Marcela Ruiz-Funes</td>
<td>Foreign Languages &amp; Literatures</td>
<td>2005</td>
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<td>Andrew Stuart</td>
<td>Allied Health Sciences</td>
<td>2005</td>
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<tr>
<td>Alexandra Shlapentokh</td>
<td>Mathematics</td>
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<td>Mary Kirkpatrick</td>
<td>Nursing</td>
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<td>Jonathan Wacker</td>
<td>Music</td>
<td>2006</td>
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<tr>
<td>Punam Madhok</td>
<td>Art and Design</td>
<td>2006</td>
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<tr>
<td>Kathleen Treole Cox</td>
<td>Allied Health Sciences</td>
<td>2006</td>
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**ALTERNATE MEMBERS (with vote)**

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<th>Term</th>
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<tbody>
<tr>
<td>Tim Hudson</td>
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<td>Judy Bernhardt</td>
<td>Nursing</td>
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<td>Angela Thompson</td>
<td>History</td>
<td>2006</td>
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Nominees for two Alternate positions on the Reconsideration Committee

Mark Jones, School of Criminal Justice

Nick Georgalis, Department of Philosophy

**REGULAR MEMBERS (with vote)**

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<thead>
<tr>
<th>Name</th>
<th>Academic / Administrative Area</th>
<th>Term</th>
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<tr>
<td>Donald Neal</td>
<td>Geology</td>
<td>2005</td>
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<tr>
<td>Marie Farr</td>
<td>English</td>
<td>2005</td>
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<tr>
<td>Paul Gares</td>
<td>Geography</td>
<td>2006</td>
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<tr>
<td>Elizabeth Smith</td>
<td>Academic Library Services</td>
<td>2007</td>
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<tr>
<td>Michael Duffy</td>
<td>Art and Design</td>
<td>2007</td>
</tr>
</tbody>
</table>

**ALTERNATE MEMBERS (with vote)**

<table>
<thead>
<tr>
<th>Name</th>
<th>Academic / Administrative Area</th>
<th>Term</th>
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</thead>
<tbody>
<tr>
<td>Linda Mooney</td>
<td>Sociology</td>
<td>2005</td>
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<td>open</td>
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<td>2006</td>
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<tr>
<td>Robin Webb-Corbett</td>
<td>Nursing</td>
<td>2006</td>
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<tr>
<td>Mark Taggart</td>
<td>Music</td>
<td>2007</td>
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</table>

Attachment 2.

FACULTY GRIEVANCE COMMITTEE REPORT
Overview of 2003-2004 Committee Activities

1. On grievances initiated during the last academic year (2003-2004), the Committee shall report to the Faculty Senate the following:
   a. How many grievants proceeded to STEP ONE (attention of committee chair)? 1
   b. How many grievants proceeded to STEP TWO (faculty counselor involved)? 0
   c. How many grievants proceeded to STEP THREE (administrative review or faculty mediation)? 0
   d. How many grievants proceeded to STEP FOUR (request for a hearing)? 0
   e. How many grievants proceeded to STEP FIVE (hearing conducted)? 0
   f. How many grievants proceeded to STEP SIX (written report following hearing)? 0
   g. Of this number, how many reports were subsequently submitted by the committee to the Chancellor? 0

2. On grievances initiated prior to the last academic year, the committee shall report annually to the Faculty Senate the following:
   a. How many are still in process, but have not proceeded to STEP SIX, and how long each has been in process? 0
   b. How many grievances proceeded to STEP SIX (that is, the hearing process was completed and the committee reported its findings to the appropriate administrator)? 2
   c. Of this number, how many reports were subsequently submitted by the committee to the Chancellor? 2

3. The committee shall report annually to the Faculty Senate the following information relative to the general category of each grievance initiated during that academic year:
   a. the number of grievances in each of a set of general categories or types: 1). Assignments
   b. for grievances in each category, the following information:
      1) the number of Petition for Redress submitted (same as 1.c. above): 0
      2) the number of requests for a hearing, the number of hearings granted (same as 1.e. above): 0
      3) the disposition of each hearing (in process, report submitted by the committee to the appropriate administrator, report subsequently submitted by the committee to the Chancellor). 0

   Concurrently, the Chair of the Faculty shall inform the Faculty Senate of the following:

1. On grievances initiated during the last academic year:
   a. How many decisions were appealed by the grievant to the Chancellor? 0
   c. How many decisions were appealed by the grievant to the Board of Trustees or beyond? 0
   c. How many appeals are still in progress? 0

2. On grievances initiated prior to the last academic year:
   a. How many decisions were appealed by the grievant to the Chancellor? 2
   b. How many decisions were appealed by the grievant to the Board of Trustees or beyond? 2
   c. How many appeals are still in progress? 0

3. The following information relative to the general category of each grievance initiated during that academic year:
   Last Academic Year
   a. Decisions appealed by grievant to the Chancellor. 0
   b. Decisions appealed by grievant to Board of Trustees or beyond. 0
c. Appeals still in progress. 0

Prior Year
a. Decisions appealed by grievant to the Chancellor. 2
b. Decisions appealed by grievant to Board of Trustees or beyond. 2; 1). Assignments 2). Employment

c. Appeals still in progress. 0

Attachment 3.

FACULTY INFORMATION TECHNOLOGY REVIEW COMMITTEE REPORT

Proposed revisions to the 2004-05 Application for Student Computer and Technology Fee

Innovative Project Proposal

ITCS has requested that the Committee complete our evaluation of the innovative proposals for the 2004-2005 academic year by the end of January, 2005, at the very latest. Accordingly, it is imperative that we obtain Faculty Senate approval of these changes as soon as possible. The new application form can be viewed at http://core.ecu.edu/psyc/wuenschk/SCTF-InnovativeApplication-2004-05.doc, but more interesting is the revised instructions document, at http://core.ecu.edu/psyc/wuenschk/SCTF-InnovativeInfoSheet-2004-05.doc.

In addition to changing the dates, several other changes have been made, which are intended to address problems the Committee encountered last year. These include the following:

1. Removing the requirement that proposals first be submitted as routine requests through the departmental lab director. Most of the people who submitted requests last year seemed to be unable to complete online forms and even unaware of who their departmental lab director was and what equipment was already located in departmental facilities.

2. Following the provision of $120,000 for distance education projects, division of the proposals into two groups, on campus and distance education.

3. Placing a cap on the amount of funding requested.

4. Requiring that proposals not be converted to formats other than Word documents.

5. Making it clear that projection equipment will not be funded.

6. Having ITCS review the proposals as soon as they are received and report back to us on their evaluation of the feasibility of the proposals.

7. Making it clear that a proposal will not be considered if its success would require additional funding from outside sources and that additional funding has not already been awarded.

Attachment 4.

Commendation for Rick Niswander, Past Chair of the Faculty
Whereas, Professor Rick Niswander has served with distinction as Chair of the Faculty for the 2003-2004 academic year; and

Whereas, Professor Niswander has dedicated his time and much effort to activities that benefit all faculty at East Carolina University, and

Whereas, Professor Niswander has cultivated an increased awareness of the issues important to the well-being of the university through open communication with the administration and increased awareness of faculty concerns to the Board of Trustees, and has been instrumental in the selection of a new Chancellor,

Whereas, Under Professor Niswander’s leadership, several new colleges have been established at East Carolina University; and

Whereas, With Professor Niswander’s oversight, revisions to at least 11 appendices and 3 parts of the *ECU Faculty Manual* were successfully completed and revisions to at least 9 unit codes of operation were approved; and

Whereas, Professor Niswander offered valuable input into administrative decisions at East Carolina University during his tenure as Chair of the Faculty; and

Whereas, Professor Niswander has shown leadership and foresight in the development of policies that affect all faculty.

THEREFORE BE IT RESOLVED that Professor Rick Niswander has served the faculty of East Carolina University well during his tenure as Chair of the Faculty, setting high standards for future Chairs of the Faculty to remain vigilant on important matters relating to the welfare of faculty.

BE IT FURTHER RESOLVED that the Faculty Senate commends Professor Rick Niswander for his outstanding leadership, professionalism, and energetic efforts during his tenure as Chair of the Faculty of East Carolina University.