



2021-2022 FACULTY SENATE

The fourth regular meeting of the 2021-2022 Faculty Senate will be held on **Tuesday, December 7, 2021**, at 2:10 pm via WebEx.

AGENDA

**Revised*

[WebEx meeting link](#)

- I. Call to Order
- II. Approval of Minutes
[November 2, 2021](#)
- III. Special Order of the Day
 - A. Roll Call
 - B. [Announcements](#)
 - C. Philip Rogers, Chancellor
 - D. Michael Van Scott, Interim Vice Chancellor for Research, Economic Development and Engagement
 - E. LaKeshia Alston Forbes, Associate Provost for Equity and Diversity and Title IX Coordinator
Dr. Maggie Nanney, Equal Opportunity and Diversity Data Analyst
[Faculty Diversity and Equity Indicators*](#)
(Note: the report required by [FS resolution #13-35](#) is split into two reports, with diversity data presented during the fall semester and initiatives to improve faculty representation presented during the spring semester)
 - F. Jeff Popke, Faculty Assembly Delegate
Report on December 3, 2021 UNC Faculty Assembly Meeting
 - G. Purificación Martínez, Chair of the Faculty
 - H. Question Period
- IV. Unfinished Business
- V. Graduate Council, Ron Preston
Formal faculty advice on curriculum and academic matters acted on and recorded in the [November 8, 2021](#) Graduate Council meeting minutes, including Graduate Policy action item

(GC 21-10) revision to the Faculty Manual, Part II, section B to include the representation of Integrated Coastal Programs in the Graduate Council (see text of the revisions, [here](#)).

VI. Report of Committees

A. Writing Across the Curriculum Committee, Lisa Ellison

Curriculum and academic matters acted on and recorded in the [November 8, 2021](#) meeting including writing intensive course designation (WI) for SPED 3004 Managing the Learning Environment.

B. Undergraduate Curriculum Committee, Stacy Weiss

Curriculum and academic matters acted on and recorded in the meeting of [October 28, 2021](#) including curricular actions in the Department of Health Education and Promotion and the Department of Kinesiology within the College of Health and Human Performance, and in the Department of Management within the College of Business; and in the meeting of [November 11, 2021](#) including curricular actions in the Department of Geography, Planning, and Environment within the Thomas Harriot College of Arts and Sciences, and in the Department of Recreation Sciences within the College of Health and Human Performance.

C. Unit Code Screening Committee, Ken Ferguson*

1. Revised [College of Fine Arts and Communication Constitution](#).
2. Proposed revisions to Unit Code Format (attachment 1).
3. Proposed revisions to Unit Code Guidelines (attachment 2).

~~D. Admission and Retention Policies Committee, Eli Hvastkovs * (*postponed to future meeting*)
Proposed revisions to *ECU Faculty Manual Part VI., Section I., Subsection X. Class attendance and Participation Regulations* (attachment 3).~~

E. Educational Policies and Planning Committee, John Collins

Curriculum and academic matters acted on and recorded in the meeting of [November 12, 2021](#), including revision of the Computer Game Development Certificate in the Department of Computer Sciences within the College of Engineering and Technology; and Academic Program Review responses for the Department of Engineering and the Department of Psychology.

F. Research and Creative Activities Committee, Joi Walker

1. Formal faculty advice on the East Carolina University Patent Interim Policy (attachment 4).
2. Formal faculty advice on the Research Participants Payments Regulation (attachment 5).

G. Committee on Committees, Melinda Doty

1. Information about the call for faculty volunteers.
2. Election of one 2024 term member to the Appellate Committee (attachment 6).

H. University Environment Committee, Susan Pearce

Update on the Brewster Building study and other Committee activities, for information only (attachment 7).

I. Agenda Committee, Margaret Bauer

Proposed 2022-2023 Faculty Senate and Agenda Committee Meeting Dates (attachment 8).

J. General Education and Instructional Effectiveness Committee, George Bailey

Curriculum and academic matters acted on and recorded in the meeting of [November 15, 2021](#), including:

- Maintaining Global Diversity (GD) credit for NURS 4220 Perspectives in International Community Health (after course revision)
- And the following transfer credit approvals:
 - Domestic Diversity (DD) credit for SOCI 1100 Introduction to Sociology from the College of DuPage
 - Global Diversity (DD) credit for ANTHR 1100 Cultural Anthropology from the College of DuPage

VII. New Business

UNIT CODE SCREENING COMMITTEE REPORT
Proposed revisions to Unit Code Format

Additions in **bold** and deletions in ~~strikethrough~~.

UNIT CODE FOR XXXXX

Note: In furtherance of [UNC Policy Manual 300.8.5 \(Policy on Diversity and Inclusion within the University of North Carolina\)](#), unit codes should address diversity, equity and inclusion throughout the unit code. Areas to be addressed include, but are not limited to: administrator responsibilities, faculty evaluation (teaching, research, service), voting, graduate faculty status, the composition and processes of search and personnel committees, curriculum oversight and program coordination, student enrollment and faculty respect for diverse students.

Section I PREAMBLE
This Code allows for faculty participation in and establishes procedures for the XXXXX's internal affairs and is consistent with the East Carolina University (ECU) [Policy Manual](#), the ECU [Faculty Manual](#), and all established university policies.

Section II FACULTY
A. Definitions of the unit's faculty
B. Criteria for serving as a voting faculty member of the unit (For voting on unit code, refer to ECU *Faculty Manual*, [Part IV](#); for serving on unit personnel-related committees refer to ECU *Faculty Manual*, [Part IX](#))
C. Where appropriate, approved criteria for appointment to the graduate faculty (Refer to ECU *Faculty Manual*, [Part II](#))
D. Unit Criteria for emeritus status (Refer to ECU *Faculty Manual*, [Part VIII](#))

Section III ADMINISTRATIVE ORGANIZATION OF THE UNIT
Describe the organizational and administrative structure within the unit; include titles of administrators (ex: Department Chair, Graduate Director, other) and their leadership roles and responsibilities **and selection process and method (ex: appointed or elected).**

Section IV CURRICULUM OVERSIGHT AND PROGRAM COORDINATION

[NOTE: SACS Commission on Colleges Principle of Accreditation 6.2.c requires that persons responsible for overseeing the curricular content aspects of program coordination are qualified in fields appropriate to the curricular content (and degree level) of the program. The importance of ensuring the quality of educational programs is the essence of this standard.]

Example of an introductory paragraph for this Section: Qualified faculty are responsible for overseeing and coordinating all educational programs to assure that each degree program and/or concentration contains essential curricular components, has appropriate content and pedagogy, and maintains discipline currency. Curriculum development, review, and revision are the responsibility of discipline-specific qualified faculty for each degree program, concentration, and level (undergraduate, masters, etc.). Final curriculum decisions rest with faculty who possess the required academic qualifications

in fields directly related to the program area of study and whose professional experience is relevant to the program discipline. (NOTE: cross-reference to other sections of the unit code that describe roles of program officials and/or curriculum committees.)

- A. Appointment of program coordinator/director to oversee and coordinate curricular content for each degree and certificate offered by the Unit (Refer to SASCOC Principle, 6.2.c)
- B. Responsibilities of program coordinator/director
- C. Academic and/or professional qualifications of program coordinator/director

Section V COMMITTEES OF THE UNIT

- A. Standing Committees
Include membership, how members are elected or appointed, length of membership terms, and duties or responsibilities of committee members
- B. Personnel Committee, Tenure Committee, Promotion Committees
(Refer to ECU *Faculty Manual*, [Part IX](#).)

Section VI EVALUATION OF FACULTY

NOTE: If a unit has guidelines for faculty evaluation, they must follow ECU *Faculty Manual*, [Part IV](#) and must be submitted for review when code is reviewed and posted with the code after approval.

- A. Tenured and Probationary- term Faculty
Current, updated, and approved guidelines, criteria, and weights governing the evaluation of tenured and probationary-term faculty members annually and otherwise for all personnel actions, including recommendations for raises, merit awards, reappointment, promotion and the conferral of permanent tenure (Refer to ECU *Faculty Manual*, [Part VIII](#), [Part IX](#), [Part X](#)).

[NOTE—include the following required university statement with general criteria for evaluations of tenured and probationary-term faculty:

ECU is committed to recruiting, retaining, and developing faculty that are highly accomplished in teaching and scholarship, including research and creative activities. Accordingly, research and creative activities that align with the institution's mission, engage students in effective ways, and advance our academic disciplines are an expectation of all tenured and probationary (tenure-track) faculty. Measures of success in these arenas include, but are not limited to, peer-reviewed publications, books, presentations, performances, patents, and national awards, including both honorary awards and competitively awarded external funding as appropriate to the discipline. These measures, and particularly national awards that recognize prominence in the discipline, will be positively reflected in annual evaluations and other personnel action.]

- B. Fixed Term Faculty
Guidelines, criteria, and weights governing the evaluation of fixed-term faculty members annually and otherwise for all personnel actions, including new or subsequent appointments, performance evaluations and advancement in title (Refer to ECU *Faculty Manual* Part VIII and [Part IX](#)).
- C. Performance Review of Permanently Tenured Faculty (Post-Tenure Review)
Current approved standards for performance review of tenured faculty (Refer to ECU *Faculty Manual*, [Part IX](#)); and include a link to unit's approved standards on the **Faculty Senate unit code website.**

Section VII PROCEDURES FOR MEETINGS WITHIN THE UNIT

Include requirements and procedures for calling meetings, and by whom, agenda requirements and reference to conduct by *Robert's Rules of Order, Newly Revised*.

- Section VIII VOTING BY FACULTY MEMBERS
Procedures for the unit's voting faculty members to indicate in a timely fashion and by vote their approval or disapproval of the unit's major planning documents, assessment documents, Unit Academic Program Review (Refer to ECU *Faculty Manual*, [Part IV](#)), and other major reports prior to their submission in final form to person(s) outside the unit
- Section IX BUDGET AND ANNUAL REPORT
Procedures for unit administrator to discuss with faculty members the unit's
A. Annual budget request and subsequent budget allocation to the unit
B. Annual report
- Section X AMENDMENT PROCEDURES
Include procedures for amending code, definition of quorum, and how much prior notice is required. For faculty voting eligibility and minimum requirements for approval, refer to ECU *Faculty Manual*, [Part IV](#). (NOTE: Eligibility to vote and minimum requirements for approval were revised effective April 2019 (FS Resolution #19-37); approval requires at least a two-thirds affirmative vote by those eligible faculty who vote.) Refer also to *Robert's Rules of Order, Newly Revised* "Bylaws," #55, Article IX.

Rev. ~~4-30-20~~11-17-21

**Faculty Senate Agenda
December 7, 2021
Attachment 2.**

UNIT CODE SCREENING COMMITTEE REPORT
Proposed revisions to Unit Code Guidelines

Additions in **bold** and deletions in ~~strikethrough~~.

General Guidelines for Writing and Revising A Unit Code of Operation

Unit codes should be developed and revised according to the *ECU Faculty Manual*, Part IV, [Section I](#). Academic Code Units and *newly revised* [Section II](#). Unit Codes. The code revision cycle is 5 years as noted in Part IV, Section II ~~(F)~~. **VI. In accordance with *ECU Faculty Manual*, Part IV, Section II.V., "At the time of the mandatory review of a unit's code, a unit's guidelines, if any, shall also be reviewed by the Unit Code Screening Committee for compliance with university policy (FS Resolution #19-37, April 2019)."**

In an effort to make the process easier, below are links to templates/**formats** for use by academic units. All unit codes submitted must conform to the revised unit code **format**/templates. A unit code that does not conform will be returned to its unit.

Faculty are encouraged to contact the Unit Code Screening Committee (ucc@ecu.edu) or Educational Policies and Planning Committee (epc@ecu.edu) with any questions or concerns as they go through the drafting process.

<p>Review and approval of <u>new or revised</u> unit codes involve the <u>Unit Code Screening Committee</u></p> <p><u>Memo</u> requesting approval of a new or revised unit code of operation</p> <p><u>Cover/Signature Page</u> for a new or revised unit code of operation</p>	<p>Review and approval of <u>provisional</u> unit codes involve the <u>Educational Policies and Planning Committee</u></p> <p><u>Memo</u> requesting approval of a provisional unit code of operation</p> <p><u>Cover/Signature Page</u> for a provisional unit code of operation</p>
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Unit codes may include additional relevant sections, **provided that** ~~as long as~~ they conform in the same relative order as the *newly revised* Unit Code of Operation Format. Academic units **should use Microsoft Word for all code documents and** must submit **their code, approved according to the Faculty Manual Part IV requirements, along with the cover/signature page and memorandum, to the Faculty Senate Office for dissemination** ~~clean copies of its code~~ to the appropriate committee. **A unit and** may choose to submit **additional** explanatory documents along with its code (such as a table of changes) but this is not required.

An PDF electronic copy of all **materials noted above (using Microsoft Word)** information should be sent to the ~~appropriate committee via the~~ Faculty Senate office at facultysenate@ecu.edu. **Upon receipt of the electronic copy, the Faculty Senate Office will disseminate the materials to the appropriate committee chairperson. The unit's code committee representative and unit administrator will be notified by the appropriate committee chairperson of the review timeline and placement on an upcoming committee agenda.** ~~Following communication with the appropriate Committee Chair, 5 printed copies of the memo, cover/signature page, and new, revised or provisional unit code should be forwarded to the appropriate committee via the Faculty Senate office (140 Rawl Annex, 109 mail stop).~~

For unit planning purposes, Scheduled committee meeting dates are available on the appropriate committee's webpage (referenced above). **The appropriate committee will conduct its review as soon as possible after receipt of the code materials. It is usually possible to complete an initial review during the semester in which the code materials are submitted, depending on the committee's workload at the time.** Submission of materials must be received at least ONE WEEK prior to the scheduled committee meeting. Upon receipt of the pdf electronic copy, the appropriate committee chairperson will acknowledge placement on an upcoming meeting agenda.

(Faculty Senate Resolution #12-108, December 4, 2012; editorially revised 10-16-19, editorially revised 09-09-21, **Faculty Senate Resolution #21-##, January #, 2022**)

***POSTPONED TO FUTURE MEETING**

ADMISSION AND RETENTION POLICIES COMMITTEE REPORT

Proposed revisions to ECU Faculty Manual Part VI., Section I.,
Subsection X. Class attendance and Participation Regulations

Additions in **bold** and deletions in ~~strikethrough~~.

X. Class Attendance and Participation Regulations

A student's participation in the work of a course is a precondition for receiving credit for the course. Students are expected to attend punctually all lecture and laboratory sessions and field experiences and to participate in course assignments and activities as described in the course syllabus. Absences are counted from the first class meeting after the student registers. Students registering late are expected to make up all missed assignments in a manner determined by the instructor.

Each instructor shall determine the class attendance policy for each of his or her courses as long as the instructor's policy does not conflict with university policy. The instructor's attendance policy, along with other course requirements, will be provided to the class on a syllabus distributed at the first class meeting. Class attendance may be a criterion in determining a student's final grade in the course if the instructor provides a written statement to this effect in the course syllabus. In determining the number of unexcused absences which will be accepted, the instructor should consider carefully the nature of the course, the maturity level of the students enrolled, and the consequent degree of flexibility included in the instructor's policy.

Students should consult with their instructors about all class absences. It is the responsibility of the student to notify the instructor immediately about class absences, to provide appropriate documentation for an absence, and discuss any missed class time, tests, or assignments. Except in ~~the case of~~ university-excused absences (**UEA**) **situations where the correct timeline policy has been followed (see below)**, it is the decision of the instructor to excuse an absence or to allow for any additional time to make up missed tests or assignments. Excused absences should not lower a student's course grade, provided that the student, in a manner determined by the instructor, is able to make up the work that has been missed and is maintaining satisfactory progress in the course.

Medical Absences

Student Health Services does not issue official written excuses for illness or injury, but will, upon request at the time of the visit, provide a note confirming that the student has received medical care. **For non-hospital related illness or injury that will impact student course performance, students shall work with ECU Disability Support Services to help coordinate the required classwork with the participation of the course instructor.** In the event that the student is seriously ill or injured at the time of final examinations the Student Health Service or the Center for Counseling and Student Development, on request of the student, may recommend a medical incomplete. Instructors should normally honor written medical excuses from a licensed medical or psychological practitioner that states the student was too ill or injured to attend class and provides the specific date(s) for which the student was unable to attend class due to the medical or psychological problem.

University-Excused Absences

The Dean of Students may authorize university-excused absences (**UEA**) in the following situations:

Type 1 – Pre-planned Activities:

1. Student participation in authorized activities as an official representative of the university (i.e. athletic events **including both varsity and ECU sanctioned club activities**, delegate to regional or national meetings or conferences, participation in university-sponsored performances).
2. Participation in other activities deemed by the Dean of Students to warrant an excused absence, such as **non-emergency situation** required military training.
- ~~3. An extreme personal emergency or serious medical condition.~~
- ~~4. The death of an immediate family member (such as parent, sibling, spouse or child)~~
- ~~5.3. Student participation in religious holidays.~~
- 4. A court subpoena where the student is a witness to or a victim of a crime requiring them to testify.**

Type 2 – Emergency or Unexpected Circumstances:

- 5. Emergency military-related duties.**
- 6. An extreme personal emergency or serious medical condition.**
- 7. The death of an immediate family members (such as, but not limited to, parent, sibling, spouse or child).**

For Type 1 absences, the student must notify the affected instructor(s) of the upcoming UEA as soon as they are made aware that a course session will be missed, but no later than two (2) weeks before the date(s) of the UEA. In cases where a 2-week notice cannot possibly be given (e.g., the first day of class for a UEA within a 2-week time window), the student shall inform the instructor of the UEA as soon as they enroll in the class or during the first class session meeting.

Notification at this stage may be informal, but may include verbal or written (i.e., email) communication between student and instructor informing the latter of the UEA and course dates to be missed. If applicable, the instructor may request informal written confirmation fo the upcoming UEA from the faculty leader/officer in charge/coach who will be responsible for the group during the course session absence. This notification lead time is important so that any appropriate adjustments for missing coursework can be made by the instructor if necessary. Instructors may choose to not offer alternative arrangements for any missed work if they student did not provide proper lead time notification for Type 1 UEA. In non-emergency UEA situations where the UEA was not appropriately communicated by the faculty to students resulting in students not being able to inform affected instructors with proper lead time, affected instructors may choose not to honor the UEA.

For Type 2 absences, the student shall inform the instructor(s) of the affected course(s) that they will miss a session(s) as soon as they are made aware that they will be missed. Because of the unexpected nature of the absence, no lead time notification is necessary, and instructors are expected to make any necessary arrangements for the coursework that the student may have missed.

For all UEAs, it is the student's responsibility to obtain official verification of a university-excused absence UEA by contacting the Dean of Students as soon as they are made aware that they will be absent from a class meeting. Official notification from the Dean of Students documenting the UEA will often be delivered to instructors after the absence occurred.

The responsible faculty member or designee (i.e., faculty mentor or coach) leading university related efforts resulting in Type 1 absences must initiate the UEA request for the group (i.e., those involving a team or a class) by following the procedure outlined by the Dean of Students office. Faculty must inform their students of these procedures to initiate the UEA process with enough lead time so that affected instructors can be made aware of the UEA. These Faculty UEA requests for university-excused absences should be submitted according to the procedures and timeline established by the Dean of Students. Requests submitted after the fact will be disapproved unless circumstances made prior approval impossible.

Provided that the proper lead time notification was given by the students for Type 1 UEAs, instructors are expected to honor valid university-excused absences, and to provide reasonable and equitable means for students to make up work missed as a result of those absences. Students who anticipate missing 10% or more of class meeting time as a result of university-excused absences UEAs are required to receive approval from the instructor at the beginning of the semester. Student experiences that cannot be made up should be discussed at the onset of the course to ensure that continued enrollment is feasible while there is still the opportunity to drop the course within the schedule change period.

No instructor should urge a student to take part in an extracurricular activity at the expense of the student's class work or expect the student to appear at any practice or rehearsal if he or she has a scheduled class at that time. No class absences will be excused for practices or rehearsals. Only absences for performances and necessary travel to and from performances are excused.

A student who believes that he or she has been treated unfairly concerning absences or has been misinformed by the instructor regarding that instructor's absence policy shall have the right to appeal. The appeal shall be in writing to the instructor's department chairperson or school director, and in the event the resolution is not satisfactory, the final decision rests with the academic dean. (FS Resolution #12-62, April 2012; FS Resolution #17-79, December 2017)

**Faculty Senate Agenda
December 7, 2021
Attachment 4.**

RESEARCH AND CREATIVE ACTIVITIES COMMITTEE REPORT
Formal faculty advice on the East Carolina University Patent Interim Policy

Following the Committee's review, there are no revisions being suggested.

Policy POL10.40.01
Title East Carolina University Patent Policy
Category Research and Graduate Studies

Sub-category	Technology Transfer
Authority	Board of Trustees
History	First issued: March 1984 Revised: August 27, 2012; December 5, 2012 Interim posted: April 16, 2013 BOT final approved: July 18, 2013; Interim policy approved by BOT July 23, 2021.
Contact	Director, Office of Licensing and Commercialization 300 East First Street (Willis Building) Mailstop 163, East Carolina University Greenville, NC 27858-4353 (252) 328-9549 (Office) (252) 328-0799 (Fax) www.ecu.edu/ott UNC Policy 500.2-Patent and Copyright Policies UNC Policy 300.2.2-Conflicts of Interest and Commitment UNC Code: Appendix I
Related Policies	UNC Policy 500.6 University Equity Acquisition Policy REG10.40.02 East Carolina University Copyright Regulation ECU Faculty Manual Part VIII, (II) Policy on Conflicts of Interest and Commitment and External Activities of Faculty and Other Professional Staff
Additional References	U.S. Patent Laws 35 U.S.C. \A7\A7 1-376 ECU Patent Assignment Agreement Invention Management SOPs

1. Introduction

1.1. East Carolina University (the “University”) is dedicated to the pursuit of education, research and public service, including economic development and community engagement in North Carolina. Inventions, discoveries, and other intellectual assets may arise as a result of the conduct of these activities by University personnel and others who use University facilities, equipment, materials, resources or funds administered by the University. The Board of Governors of the University of North Carolina determined that patenting and licensing these intellectual property assets is consistent with the purposes and mission of the University of North Carolina. This Patent Policy is subject to and supplements the patent and copyright policies of the University of North Carolina.

2. Coverage

2.1. University Personnel. This Patent Policy applies to all University personnel and others as a result of use of University facilities, equipment, materials, resources or funds administered by the University. This Patent Policy is a condition of employment of every employee of the University and attendance of every student at the University.

2.2. Non-University Persons. Upon prior written agreement between non-University persons or entities and the University, this policy may be applied to persons not associated with the University who make their Inventions available to the University under circumstances where the further development and refinement of such Inventions are compatible with the mission of the University.

2.3 Implementation. The Office of Licensing and Commercialization (“L&C”) is responsible for implementing this policy, including developing procedures designed to supplement and interpret the ownership aspects of this policy, providing advice regarding ownership of specific works, releasing institutional rights, and accepting an assignment of rights to the University from an Inventor.

2.4 Patent Committee. The Patent Committee, appointed by the Chancellor or designee and consisting of no less than three members, is charged with reviewing and recommending to the Chancellor, or his delegate, the procedures for the implementation of this policy; resolving questions of Invention ownership that may arise between the University, university personnel and other individuals; recommending to the Chancellor the expenditure of the patent royalty fund; and making such recommendations as are deemed appropriate to encourage disclosure and assure prompt and expeditious handling, evaluation, and prosecution of patent opportunities; and to protect the interests of both the University and the public. The Director of L&C shall chair, administer and provide support for the Committee.

3. Definitions

3.1 “Gross Revenue” means all income received by the University as consideration for a license, option, or other transfer of rights to Inventions that are subject to the Patent Policy. Gross Revenue may include option fees, royalties, license issue fees (whether cash or equity when liquidated), milestone payments, and any other related payments, less any amount required to be paid from gross receipts without deduction to another entity pursuant to a sponsored research agreement, inter-institutional agreement or other legally binding agreement.

3.2 “Invention” means technical information, trade secrets, developments, discoveries, innovations, processes, compositions, life forms, Tangible Research Materials, know-how, methods, formulae, data, processes and/or other proprietary information or matter, whether patentable or not.

3.3 “Invention Management Fund” means a University fund in which license revenue is distributed as required under the Revenue Sharing provision of this policy. The Invention Management Fund shall be used to support research, development, commercialization and education activities, and may include expenses incurred by the University in operating L&C or any successor unit managing the University’s intellectual property.

3.4 “Inventor” means an individual who makes an inventive contribution to an Invention and, for patentable subject matter, meets the criteria for Inventorship under United States patent laws and regulations, which requires a contribution to the conception of ideas claimed in a patent.

3.5 “Net Revenue” means Gross Revenue arising from license activities, minus all direct out-of-pocket costs associated with University’s ownership and/or administration of Inventions. Such costs may include costs of (1) evaluating Invention disclosures, (2) patentability or trademark searches, (3) drafting and prosecuting intellectual property applications, (4) preparing and recording assignments, (5) maintaining patents or other intellectual property, (6) marketing and licensing of Inventions, and (7) litigation for the enforcement or protection of intellectual property, for royalty collection, or for any other claim filed by or against University and related to University’s administration of intellectual property, including prosecution or defense of same, attorneys’ fees, court costs, expert fees, compromise, settlement, and judgment satisfaction. Net Revenue does not include funds received as gifts or for the support of sponsored research.

3.6 “University Employment Responsibilities” means employment responsibilities at the University directly related to research, service, teaching activities and administrative duties.

3.7 “Inappropriate Use or Exploitation of University Resources” means the use of University-administered funds or the use of services, facilities, equipment, supplies, or personnel, which members of the general public may not freely, use for other than the conduct of University responsibilities

3.8 “Tangible Research Material” means unique research products or tools, such as biological materials or chemical compounds, whether or not patentable. Biological materials include organisms, transgenic animals, plants and plant varieties, cells, cell lines, viruses, cell products, cloned DNA, DNA sequences, nucleic acid and protein sequences, transgenic animals, mapping information and crystallographic coordinates.

4. Disclosure and Invention Administration

4.1 Patent and License Management. L&C is charged with administering the University’s patent management and licensing program, including, but not limited to filing, prosecuting, and maintaining the University’s patent portfolio and maintenance of the University’s license portfolio.

4.2 Invention Disclosure. Each Invention must be disclosed promptly upon its creation, conception or discovery to L&C. The form of disclosure shall be determined by L&C, or its designee, and may include such information as name of the Inventor and a description of the Invention. Inventorship shall be determined in accordance with U.S. patent law, when applicable, or through procedures of L&C. Failure to disclose an Invention may prevent the Invention from being patented and may subject the University to risks of noncompliance with federal laws and/or contractual obligations. Since publication or public use of an Invention can be an immediate bar to patentability in most foreign countries, it is the duty of the Inventor to report to the L&C any publication, submission of manuscript for publication, sale, public use, or plans for sale or public use, of an Invention sufficiently in advance so that the L&C can consider measures to protect the University’s intellectual property interests and compliance requirements.

4.3 Inventor Cooperation. The Inventor, upon L&C’s request, shall sign all contracts, assignments, declarations, waivers or other legal documents necessary to vest all Invention rights in the University or its assignees, including complete assignment of any patent, patent applications, trademarks, or copyrights relating to the Invention. In addition, the Inventor shall cooperate with L&C and patent counsel if the University files for intellectual property protection.

4.4 Declined Administration. L&C may decline or cease Invention administration due to lack of resources, uncertainty of patent protection, lack of commercial interest, or other reasons L&C deems appropriate. In such case, L&C may assign the Invention to the Inventor, subject to any rights retained by the United States Government or other sponsor. In addition, the Inventor shall agree (1) that the University reserves a royalty-free, non-exclusive, irrevocable right to use the Invention for research and educational purposes; (2) to allow other academic and non-profit institutions similar use on similar terms; and (3) to indemnify the University against any liability arising from commercialization. All requests by an Inventor related to assignment of Invention rights to the Inventor must be submitted in writing to L&C.

5. University Ownership of Inventions

5.1 University Ownership. All Inventions arising from the following are owned by the University: (1) research conducted with University-administered funds, (2) work within the Inventor's University Employment Responsibilities, or (3) use of University resources available to the Inventor because of Inventor's affiliation with University.

5.2 Sponsored Research/University-Administered Funds. The University is obligated under the Bayh-Dole Act and other statutes to be responsible stewards of Inventions funded with public money. The provisions of this policy are also subject to these and other applicable laws and regulations, as well as, specific provisions of grants or contracts which govern the rights in Inventions or discoveries made in connection with sponsored research. Under the terms of certain contracts and agreements between the University and various agencies of government, private and public corporations, and private interests (the "Funding Source"), the University is or may be required to assign or license all rights to Inventions or discoveries that arise in the course of work conducted under such agreements. The University retains the right to enter into these agreements whenever such action is considered to be in the best interest of the University, in the public interest, and/or of mutual benefit to the University and the Funding Source.

5.3 Assignment of Inventions. In the case of University ownership of Inventions, Inventors hereby irrevocably assign to the University, all right, title and interest in and to Inventions and related patent applications and patents and shall cooperate fully with the University in the preparation and prosecution of patent applications and patents. Assignment of Inventions is a condition of employment, enrollment, or access to University facilities.

5.4 Patent Agreement and Assignment. As required by 37 CFR § 401.14, as amended, all University employees shall sign a Patent Agreement and Assignment, upon employment.

6. Inventor Ownership of Inventions

6.1 Inventor Ownership. An Invention arising from activities conducted (1) without use of University administered funds, (2) outside of Inventor's University Employment Responsibilities, (3) without Inappropriate Use or Exploitation of University Resources, and (4) without interfering with Inventor's obligation to carry out all of his/her primary University duties in a timely and effective manner, are owned by the Inventor, an "Inventor-Owned Invention".

6.2 If the subject matter of an Invention is within the Inventor's University Employment Responsibilities or permitted entrepreneurial activities at the University, the Invention may be an invention owned by the Inventor if it results from an external professional activity. An invention owned by the Inventor which results from an external professional activity means that:

6.2.1. it meets conditions (1), (3), and (4) as set out in Article 6.1;

6.2.2. is made in the course of an Inventor's external professional activities in compliance with the University's Regulation on Conflicts of Interest, Commitment, and External Professional Activities for Pay;

6.2.3. is not based on or, if to be practiced, does not require the use of intellectual property owned by the University;

6.2.4. arises out of a specific scope of work defined in a written agreement between the Inventor(s) and a third party; and

6.2.5 if such Invention is within the subject area of an Inventor's University Employment Responsibilities, such Inventor has received prior approval from his/her departmental chair, dean, unit director or similar administrative officer to engage in such external professional activity and notice of such approval has been provided to L&C.

6.3 Disclosure. Any person claiming that an Invention is an Inventor-Owned Invention has the responsibility to disclose such Invention to L&C and provide additional information, as requested by L&C, in order to demonstrate that such Invention qualifies as an Inventor-Owned Invention as defined herein. Such Invention shall be disclosed in accordance with L&C's Invention disclosure procedures. Upon its final determination, L&C will acknowledge in writing whether such Invention is an Inventor-Owned Invention.

6.4 The University does not claim any rights in Inventor-Owned Inventions

7. Student Inventions

7.1 Student Ownership. Inventions arising from student activities conducted (1) without use of University-administered funds, (2) outside of a student's University Employment Responsibilities, (3) without Inappropriate Use or Exploitation of University Resources, and (4) without the obligations of a University Inventor who has a duty to make assignment or has made assignment to the University, are owned by the Student. For students enrolled in a course of study, use of course laboratory, computing and library facilities, software, supplies and materials at a level ordinarily provided to students in the course are not considered to be Inappropriate Use or Exploitation of University Resources.

7.2 Proprietary Projects. Students, who engage in projects in which proprietary information of the University or a third-party is involved, may be asked to agree to the terms of a participation agreement to outline the rights and responsibilities of the parties, and define ownership of any resulting intellectual property rights. Should the student decline to participate in such a project in a non-elective course, then the student shall have the option of taking part in another class project where consideration of intellectual property rights is not required.

7.3 Special Program Exemption. The University may offer courses or programs to promote entrepreneurship, innovation, and economic development and in some instances may offer prizes in the form of cash, goods and/or services. The Patent Committee may exempt these courses and programs from University Ownership of Inventions for Inventions either previously conceived by the students or conceived during their participation. Notwithstanding, substantial inventive contribution by an employee of the University is subject to this Patent Policy. Requests related to a Special Program Exemption should be made in writing to the Director of L&C.

8. Consulting and the Patent Policy

8.1 Conflicts of Interest. The Board of Governors Policy on Conflicts of Interest and Commitment, UNC Policy Manual, 300.2.2, recognizes the value to the University to permit faculty and EHRA employees to engage in professional consulting. This activity can enhance the competence and expertise of faculty and EHRA employees and may aid in the development of University intellectual property and university-industry relations. However, private consulting may create a conflict of interest when the company's consulting contract requires that faculty assign intellectual property or accept other terms inconsistent with the individual's University employment contract. In all consulting relationships, employees have a duty to ensure that their employment responsibilities to the University are not compromised in a consulting agreement.

8.1.1 Employees may not sign agreements with outside entities or individuals that may abrogate the University's rights as stated in the Patent Policy or as provided in any sponsored research agreement or grant. Consulting agreements may not in any way limit the right of any University personnel to engage in teaching, research, or service at the University. For example, faculty and employees should not accept contract terms that (1) prohibit publication of University research or the reporting of results to research sponsors; (2) preclude faculty or employee from assigning to the University intellectual property owned by the University or (3) are designed to circumvent University policies and procedures for disclosure of Inventions.

8.2 Ownership. Ownership of Inventions arising under consulting agreements will be determined in accordance with this Patent Policy and, to the extent that any terms of a consulting agreement are inconsistent with this Patent Policy, this Patent Policy will control. However, the University will make no claim to an Invention if the Invention is determined to be an Inventor-Owned Invention as set out in Section 6 above.

9. Publication Restrictions

9.1 Acceptable restrictions. The University supports publication and exchange of scholarly outcomes. However, circumstances may arise which require a publication restriction for a limited period of time. Limited publication restrictions may be required for the following reasons:

9.1.1. Review for removal of sponsor-provided confidential information; or

9.1.2. Review for patentable information and if necessary timely filing of a patent application

9.2 Sponsor Review. Sponsors are provided a time-limited period to review manuscripts for proprietary and/or patentable information. Additional time may be required to timely file a patent application but in no event shall the total period of delay be longer than one year from the date of the notice of intent to submit for publication.

10. Revenue Sharing

10.1. Revenue Sharing. It is the policy of the University to distribute any Net Revenue received from commercialization of Inventions among the Inventor, the Inventor's College and Department/Unit, and the Invention Management Fund.

10.2. Revenue Distribution. Net Revenue shall be distributed as follows:

First \$1,000 Net Revenue: 100% to Inventor(s);

Greater than \$1,000 Net Revenue: 50% to Inventor(s), 15% to Department(s), 5% to School / College(s), 25% to Invention Management Fund, 5% to Division of Research, Economic Development and Engagement

L&C is responsible for managing the Invention Management Funds, in accordance with Section 10.4.

10.3. Exceptions. Applicable laws, regulations or provisions of grants or contracts may, however, require that a lesser share be paid to the Inventor(s). In the case of co-Inventors, each percentage share due to a sole Inventor shall be subdivided equally among the co-Inventors unless all the co-Inventors provide the University a written instrument signed by each of them allocating ownership among them other than in equal shares. In no event shall the share payable to the Inventor(s) in the aggregate by the University be less than 15% of gross revenue received by the University.

10.4. University Allocation of Funds. To the extent practicable and consistent with State and University budget policies, amounts allocated to the University pursuant to Section 10.2 above will be dedicated to support University research, development, commercialization and education activities.

10.5. Separation of Inventor from University. In the event that an Inventor leaves the University, either voluntarily or involuntarily, and the Inventor is entitled to receive compensation in accordance with this Policy, then the Inventor shall continue to be entitled to revenue pursuant to this Policy. In the event of death of an Inventor who is entitled to distribution of revenue pursuant to this policy, then such payments will be paid to the Inventor's estate or as directed in accordance with a court approved action.

10.6 Tangible Research Materials. To the extent practicable, Tangible Research Materials shall be treated as Inventions for purposes of ownership and revenue sharing. The L&C will promulgate rules regarding distribution of revenue for Tangible Research Materials that are not the subject of a patent application.

10.7 Additional Rules. The L&C shall adopt such other rules and procedures as needed to administer revenue distribution equitably and consistently with UNC System and University policies.

11. Dispute Resolution

11.1. Jurisdiction. Any individual subject to this policy may seek resolution to questions of Invention ownership that have arisen by filing a written request with the Chair of the Patent Committee. The Chair shall appoint a 5-member Dispute Resolution Panel ("the Panel") to address the dispute with at least 3 panel members being selected from the membership of the Patent Committee. In the event that the dispute involves the Chair of the Patent Committee, the Vice Chancellor for Research, Economic Development, and Engagement (the "Vice Chancellor") shall appoint the Panel. The Panel shall elect a chair from its membership. The University shall provide appropriate support to the Panel including, but not limited to, patent counsel or other patent expert. The Panel shall conduct a review to address the dispute within four weeks of receipt of the written request for resolution.

11.2. Conduct of the Hearing. In its sole discretion, the Panel may elect to conduct a hearing or may make a recommendation based upon the written record, provided that all parties to the dispute are given an opportunity to present evidence and arguments in support of their respective positions. The hearing shall be conducted in accordance with procedures adopted by the Chair of the Panel. A party may be accompanied at the hearing by a non-participating advisor.

11.3 Disposition. The Panel shall report its written findings, conclusions and recommendations for disposition of the matter to the Vice Chancellor. Copies of such findings, conclusions and recommendations shall be provided to all parties, subject to confidentiality of third-party interests, if any. Upon receipt of such findings, conclusions and recommendations, the Vice Chancellor will conduct any further investigation deemed necessary and will issue the final University written decision. The final written decision shall be issued within six weeks of the Panel's review and/or hearing.

12. Works Subject to Protection by Both Copyright & Patent Laws

12.1. In cases where an Invention or creation is subject to protection under both patent law and copyright law, if the University elects to retain title to its patent rights, then the Inventor shall assign such patent and copyright rights to the University.

13. Policy Exceptions

13.1. In rare circumstances, an exception to this Policy may be approved by the Chancellor or designee if it is determined to be in the University's best interest, and the exception remains consistent with UNC policies and federal and state law.

Faculty Senate Agenda December 7, 2021 Attachment 5.

RESEARCH AND CREATIVE ACTIVITIES COMMITTEE REPORT Formal faculty advice on the Research Participant Payments Regulation

Following the Committee's review, there are no revisions being suggested. Clean copy of the [marked-up version](#) the Committee reviewed is posted below.

Title: Research Participant Payments

Category: Operations and Auxiliary Services

Sub-category: Accounting Services

Authority: Chancellor

History: Approved by the Chancellor's Executive Council, date.

Related Policies: [REG 10.45.04 Regulation on the Use of Human Subjects in Research](#)
[REG 12.60.26 East Carolina University HIPAA Regulation](#)

Additional References: [Protection of Human Subjects - Definitions: 45 CFR 46.102](#)
[Protection of Human Subjects - Compliance: 45 CFR 46.103](#)
[HIPAA Privacy Rule: 45 CFR Part 160 & 45 CFR Part 164 Subparts A and E](#)
[HIPAA Breach Notification Rule: 45 CFR Part 164 Subpart D](#)
[HIPAA Security Rule: 45 CFR Part 160 & 45 CFR Part 164 Subparts A and C](#)
[HITECH Act](#)
[ECU Greenphire Website](#)
[ECU Greenphire Exceptions Database](#)
[University and Medical Center Institutional Review Board Website](#)
[ECU Basic Spending Guidelines](#)

Contact for Info: Disbursements Manager (252-737-1076)

1. Purpose

This Regulation establishes the Greenphire ClinCard System as the University's payment method of choice to compensate and/or reimburse human subjects for participating in a research study. The Greenphire ClinCard System meets IRS reporting regulations and the confidentiality required with certain human participant research studies. Allowable expenses may include, but are not limited to, stipend, transportation, and subsistence. This regulation applies to all funding sources.

2. Definitions

- 2.1 Research participant payments: payments to human research subjects (participants) for their participation in research. Payment for participation in a study is not considered a benefit; it is compensation for time, effort and study-related expenses. It may be considered a recruitment incentive in some cases.
- 2.2 Greenphire ClinCard System: a third-party system used by the University to make secure payments to research participants and meet confidentiality and IRS reporting regulations. This system has been reviewed and approved by the:
 - 2.2.1 Identity Theft Protection Committee (ITPC), that ensures the system complies with legal requirements governing social security numbers and personally identifiable information.
 - 2.2.2 Clinical Information Steering Committee (CIS), that ensures the system meets HIPAA standards.
- 2.3 ClinCard: a reloadable debit card that replaces a check, gift card and/or cash payment to research participants.

3. Scope

This Regulation applies to all research participant payments, regardless of amount, that are supported or administered by, or otherwise affiliated with, East Carolina University. This Regulation applies to all individuals, including, but not limited to faculty, staff, students, postdoctoral scholars, volunteers and affiliated researchers, who conduct research involving human subjects.

4. Requirements

The Greenphire ClinCard System is the approved mechanism for monetary compensation of participants in research studies conducted at ECU. All new and existing studies issuing research participant payments are required to use this payment method unless an exception is requested and approved. Anonymous questionnaires or surveys that offer incentives of \$25 dollars or less are generally exempted from the Greenphire process; however, an exception request is still required. At times, due to the research protocol, an alternative remuneration methodology may be required. Under these circumstances permission to utilize another payment method other than the ClinCard method, will require approval by the Vice Chancellor, Division of Research, Economic Development and Engagement at ECU, or their designee.

The standard operating practices for Greenphire exceptions and for departments on the Greenphire website provide details on the exception process, tax reporting requirements and procedures for accessing and using the Greenphire ClinCard System.

**Faculty Senate Agenda
December 7, 2021
Attachment 6.**

COMMITTEE ON COMMITTEES REPORT
Election of one 2024 member to the Appellate Committee

Nominee: Peng Xiao, Associate Professor, Mathematics

APPELLATE COMMITTEE

3 year terms, no fewer than 10 members from rank of Professor, no fewer than 10 members from rank of Associate Professor, no more than 5 members from rank of Assistant Professor

Regular Members	Academic Unit	Faculty Status	Term	College/School	Email	Office #	Mail #
Lisa Barricella	Academic Library Serv.	Associate Professor	2022	Academic Library Services	barricella@ecu.edu	328-0838	516
Mario Rey	Music	Associate Professor	2022	Fine Arts & Communication	reym@ecu.edu	328-6197	506
Sheresa Blanchard	Human Dev. & Family Sc.	Associate Professor	2022	Health and Human Perf.	blanchardsh@ecu.edu	737-2075	505
Karen Voytecki	Education	Associate Professor	2022	Education	voyteckik@ecu.edu	328-5747	504
Alexander Murashov	Medicine	Associate Professor	2022	Medicine	murashoval@ecu.edu	744-3111	634
Jeni Parker	Theatre & Dance	Associate Professor	2022	Fine Arts & Communication	parkerje@ecu.edu	328-1212	553
Jennifer Matthews	Health Educ. & Promotion	Professor	2022	Health & Human Performance	cremeensj@ecu.edu	328-1704	529
Peter Francia	Political Science	Professor	2022	Arts & Sciences	franciap@ecu.edu	328-6126	564
John Stiller	Biology	Professor	2022	Arts & Sciences	stillerj@ecu.edu	328-2738	551
Nicholas Rupp	Economics	Professor	2022	Arts & Sciences	ruppn@ecu.edu	328-6821	580
Jeanne Hoover	Academic Library Services	Associate Professor	2023	Academic Library Services	hooverj@ecu.edu	328-2261	516
Donna Roberson	Nursing	Associate Professor	2023	Nursing	robersondo@ecu.edu	744-6380	162
Tom Shields	English	Associate Professor	2023	Arts & Sciences	shieldse@ecu.edu	328-6715	555
Jo Anne Balanay	Health Ed. & Promotion	Associate Professor	2023	Hlth & Human Performance	balanayj@ecu.edu	737-1474	529
John Dixon	Theatre & Dance	Associate Professor	2023	Fine Arts & Communication	dixonj@ecu.edu	737-2530	553
Roman Pawlak	Allied Health Sciences	Associate Professor	2023	Allied Health Sciences	pawlakr@ecu.edu	744-1013	668
Crystal Chambers	Education	Professor	2023	Education	chamberc@ecu.edu	328-4649	515
David Collier	Medicine	Professor	2023	Medicine	collierd@ecu.edu	744-2525	632
Sitawa Kimuna	Sociology	Professor	2023	Arts and Sciences	kimunas@ecu.edu	328-5768	567

Brad Lockerbie	Political Science	Professor	2023	Arts & Sciences	lockerbieb@ecu.edu	328-1066	564
Elaine Cabinum-Foeller	Medicine	Associate Professor	2024	Medicine	cabinumfoellere@ecu.edu	744-0486	687
Douglas Moore-Monroe	Music	Associate Professor	2024	Fine Arts & Communication	monroed@ecu.edu	328-6851	506
OPEN			2024				
Kelley Reinsmith-Jones	Social Work	Associate Professor	2024	Hlth & Human Performance	reinsmithjonesk@ecu.edu	328-1450	505
Michele Stacey	Criminal Justice	Associate Professor	2024	Arts & Sciences	staceym@ecu.edu	328-5559	155
Ralph Scott	Academic Library Services	Professor	2024	Academic Library Services	scottr@ecu.edu	328-0265	516
Lida Cope	English	Professor	2024	Arts & Sciences	copel@ecu.edu	328-6411	555
Louis Warren	Education	Professor	2024	Education	warrenlo@ecu.edu	328-4124	504
Courtney Caiola	Nursing	Assistant Professor	2024	Nursing	caiolac19@ecu.edu	744-6508	162
Travis Lewis	Education	Assistant Professor	2024	Education	lewistr16@ecu.edu	328-5485	515

**Faculty Senate Agenda
December 7, 2021
Attachment 7.**

UNIVERSITY ENVIRONMENT COMMITTEE REPORT
Update on Brewster Building study and other Committee activities

This is a report on the work of the University Environment Committee during the Fall semester of 2021.

Brewster Building (A-Wing) Health Concerns: Q&A

In response to employee concerns over reports of pancreatic cancer cases by former employees who worked in the Brewster Building, University Environment Committee, along with members of Faculty Senate, Staff Senate, and the Dean's Office of the Thomas Harriot College of Arts and Sciences collaborated to offer a virtual panel discussion with health professionals about pancreatic cancer on November 17. A publicly accessible recording of the session is available here:

<https://web.microsoftstream.com/video/305ce6f7-47ae-46c9-aa7c-1b57bd9918b5>

Brewster Building (A-Wing) Health Concerns: Study in Progress

Following are several points from an interim report of the study in progress into the Brewster Building, provided by Bill Koch, Associate Vice Chancellor, Campus Safety and Auxiliary Services.

ECU's Office of Environmental Health & Safety (EH&S) is working with a third-party consultant Terracon, the North Carolina Department of Health and Human Services (NCDHHS) and National Institute for Occupational Safety and Health (NIOSH).

We await the final report from NIOSH. The NIOSH report will include the study of the incidence of cancer cases. Based on the complexity of obtaining and reviewing sufficient medical information to conduct a thorough case study, NIOSH has informed ECU that they do not expect to provide a final report until 2022.

No building-related health concerns or sources connected to reported building occupant health issues have been identified by any of the offices and agencies involved in the Brewster A-wing Health Hazard Evaluation. Below is a brief summary of the Terracon and NCDHHS reports and an update of the Brewster-A Wing Health Hazard Evaluation findings to date.

Asbestos was not identified in the water or air samples collected. The air and water samples were analyzed by transmission electron microscopy (TEM), which provides a high level of magnification (20,000X and above).

The consultant did detect asbestos in building materials. Some building materials containing asbestos had not been previously identified. The materials were in good condition and inaccessible to building occupants, except for vinyl floor tile. Vinyl floor tile is accessible to building occupants, but it is non-friable. According to the Environmental Protection Agency, non-friable means that the material, when dry, cannot be crumbled, pulverized, or reduced to powder by hand pressure. It is only potentially harmful when damaged by drilling, grinding, sanding or significant breakage during removal.

The consultant reported no health concerns and recommended continuing to manage the asbestos-containing material in place.

NCDHHS had a walk-through of the A Wing and found no obvious conditions that could have negative impacts on the indoor environmental quality of the Brewster Building – A Wing.

The NIOSH industrial hygienist requested building drawings, pest control information and information for housekeeping chemicals. The NIOSH team has reported no building-related concerns to date. A NIOSH physician is working with the ECU medical team and NCDHHS to obtain the remainder of medical records. The NIOSH team is completing the building environmental assessment and cancer cluster case work and expect a draft report to be completed and submitted to NIOSH management for review in January 2022.

A public health physician and a certified industrial hygienist with NC DHHS conducted an on-site assessment on Aug. 26, 2021. NC DHHS identified no health concerns during the site assessment. The NCDHHS industrial hygienist found no obvious sources of pollutants near outdoor air intakes. The NCDHHS industrial hygienist felt the planned upgrades to the HVAC building automation system would help monitor the system for operational anomalies, increase energy efficiency, ease maintenance and better control space temperature. The report also stated that directional diffusers are a better choice than blocking air flow at individual room vents. Mr. Lipton recommended proceeding with the asbestos-containing materials survey that ECU was hiring a qualified and NC accredited asbestos inspector to complete.

Overall, the NCDHHS certified industrial hygienist and other NCDHHS team members found no obvious conditions that could have negative impacts on the indoor environmental quality of Brewster – A Wing.

To date, no building-related health concerns have been identified, but EH&S will wait for NIOSH to complete their assessment and provide a final report before drawing any conclusions.

Website Links for Reporting Building Concerns

For employees who have health concerns about their building, and do not have a specific element that concerns them (such as air or water quality), they can use any of the following links:

<https://campusoperations.ecu.edu/facilities/contact-us/>

<https://oehs.ecu.edu/flag-the-hazard/>

<https://oehs.ecu.edu/contact-us/>

Anti-Confetti Campaign:

Please help spread the word: using confetti to enhance graduation photos is harmful to the campus environment. Here are campaigns by the ECU Sustainability office in collaboration with students:

Twitter: https://twitter.com/no_confetti_ecu

Facebook: <https://www.facebook.com/No-Confetti-ECU-109227784557642>

Instagram: https://www.instagram.com/no_confetti_ecu/

Tik Tok:

https://www.tiktok.com/@no_confetti_ecu/video/6950681250973633797?lang=en&is_copy_url=0&is_from_webapp=v1&sender_device=pc&sender_web_id=6924688585581921797

Work in Progress: Divestment from Fossil Fuel Industries

The UEC is gathering information on campuses that have divested their university endowments from fossil-fuel industries. We invite any faculty with experience in this matter to contribute to our knowledge base.

Student Environmental Sustainability Initiatives:

ECU students have initiated an Edible landscape initiative, to inspire people to engage with nature. To date, the students have planted fruit trees and herbs on the Stratford Arms property, next to the Belk building.

<https://ecuorchard.wixsite.com/ediblelandscape>

<https://www.instagram.com/the.ecu.orchard/?hl=en>

https://twitter.com/ecu_orchard

The ECU student branch of the organization, Releaf, has been busy planting trees to expand the urban forest of ECU and Greenville:

<https://ecu.campuslabs.com/engage/organization/releaf-east-carolina-university>

ECU Tree Trail:

East Carolina University has been designated a [Tree Campus USA](#) for three consecutive years by the National Arbor Day Foundation. We invite faculty to appreciate the campus trees through this virtual map guide:

<https://ecu.maps.arcgis.com/apps/MapJournal/index.html?appid=fd64429d448c469ba0afd9c2f20f4e59>

Re-opening the Otter Creek Natural Area:

Student volunteers and the Sustainability Office are preparing ECU's Otter Creek Natural Area, which is near Falkland, NC, northwest of Greenville, for a reopening for future faculty and student use. There is a tentative plan for a grand opening on Earth Day, 2022.

<https://campusoperations.ecu.edu/sustainability/natural-areas/>

Faculty Senate Agenda December 7, 2021 Attachment 8.

AGENDA COMMITTEE REPORT

Proposed 2022-2023 Faculty Senate and Agenda Committee Meeting Dates

2022/2023 University Academic Calendar

Fall 2022		Spring 2023	
August 22	Classes Begin	January 9	Classes Begin
September 5	State Holiday	January 16	State Holiday
October 8-11	Fall Break	March 5-12	Spring Break
November 7	Registration	March 27	Registration
November 23-27	Thanksgiving Break	April 7-8	State Holiday
December 5	Classes End	April 25	Holiday Makeup Day
December 6	Reading Day	April 25	Classes End
December 7-14	Exams	April 26	Reading Day
		April 27-May 4	Exams

2022/2023 Agenda Committee and Faculty Senate Meeting Dates

Agenda Committee	Faculty Senate
August 30, 2022	September 13, 2022
September 20, 2022	October 4, 2022
October 18, 2022	November 1, 2022
November 22, 2022	December 6, 2022
January 11, 2022	January 24, 2023
February 8, 2022	February 21, 2023
March 15, 2022	March 28, 2023
April 12, 2022	April 25, 2023
	May 2, 2023 (2022/2023 organizational mtg.)
