2019-2020 FACULTY SENATE

FULL MINUTES OF NOVEMBER 12, 2019
Video Live Stream

The third regular meeting of the 2019-2020 Faculty Senate was held on Tuesday, November 12, 2019, at 2:10 pm in room 249 of the main campus Student Center located on 10th street.

Agenda Item I. Call to Order
Jeff Popke, Chair of the Faculty called the meeting to order at 2:10 p.m.

Agenda Item II. Approval of Minutes
The October 15, 2019 meeting minutes were approved as presented.

Agenda Item III. Special Order of the Day

A. Roll Call
Senators absent were: Professors Higginson (Medicine), Bagley (Nursing), Vogelsong (Recreation Sciences), Deale and Parker (Faculty Assembly Delegates) and VC Golden (Research, Economic Development and Engagement).

Alternates present were: Professors Schmidt for Chambers (Education), Abney for Baker (Engineering and Technology), Herron for Thomas (English), Wang for Su (Geography, Planning and Environment), Chalovich for Treadwell (Medicine), Jarrett for Roberson (Nursing), Beck for Wei (Nursing), Smith for Yalcin (Philosophy and Religious Studies), Olson-Lounsbery for Lockerbie (Political Science),

B. Announcements
The next ECU Board of Trustees meeting is scheduled for Friday, November 22, 2019 at 9:00 am in the main campus Student Center. This is an open meeting and all are welcome to attend.

Thank you to Faculty Senate alternates William Godwin (Art and Design) and Mike Daniels (Social Work) for agreeing to serve as tellers during the meeting.

The Research/Creative Activities Committee is still awaiting confirmation on grant funding before announcing a call for 2020/2021 Research/Creative Activities grant proposals. Revised granting guidelines will be proposed to the Faculty Senate at the December 10, 2019 meeting. Please direct any questions to Professor Zac Domire, Chair of the Committee at domirez@ecu.edu.

Faculty interested in filling open academic committee seats on any of the following University committees are asked to contact Professor Jeff Popke, Chair of the Committee at popkee@ecu.edu: Academic Awards (2021 term), General Education and Instructional Effectiveness (2022 term), Undergraduate Curriculum (2021 term), University Environment (2021 term) and Graduate Council (2022 term).

The Chancellor has approved the following resolution from September 10, 2019:

#19-64 Revised Health Sciences Library Unit Code of Operations and Departmental Promotion,
       Tenure, and Advancement Guidelines
The Interim Chancellor has not yet acted on resolutions from the October 2019 meeting.

The Committee on Committees is seeking faculty volunteers for two delegate and two alternate upcoming seats on the 2020-2021 UNC Faculty Assembly. Service begins July 1, 2020. Volunteers should be full-time faculty, holding no administrative duties outside his/her department. In addition to attending the six yearly meetings of the UNC Faculty Assembly, the delegates are expected to attend the eight monthly meetings of the Faculty Senate and Agenda Committee. Everyone wishing to volunteer are asked to email their name to the Faculty Senate office at facultysenate@ecu.edu no later than Monday, December 2, 2019. The Committee on Committees will provide the Faculty Senate with a list of nominees for consideration during their January 28, 2020 meeting. Please direct any questions to Professor Christina Tschida, Chair of the Committee at tschidac@ecu.edu.

Faculty interested in providing feedback to the search committee for the next President of the UNC System are encouraged to complete this survey, which was established by Search Director Kim Strach. The survey is brief and focuses on the unique opportunities and challenges of each constituent institution, and characteristics that we would seek in our next UNC President. More information about the search process can be found here.

Faculty in Academic Affairs are invited to attend the open forums to discuss the Faculty Salary Compression Study. The first forum will take place on December 3, 2019, from 3:30-4:30 pm in the Main Campus Student Center, Ballroom A on the 2nd floor. The second forum is on December 5, 2019, from 4:00-5:00 pm in the Black Box Theatre in the Main Campus Student Center.

The Office for Faculty Excellence needs volunteers for the spring walk-in hours to assist faculty with their PADs. The dates are January 15 and 16, 2020 from 10:00 am – 2:00 pm in the Office for Faculty Excellence, and January 17, 2020 from 10:00 am – 2:00 pm on the Health Sciences campus. If you are willing to volunteer, please contact Sarah Williams at williamssar@ecu.edu with the days and times you are available.

Faculty interested in participating in the ECU Chapter of the American Association of University Professors are encouraged to contact Professor Jay Newhard at newhardj@ecu.edu.

Faculty interested in periodically receiving issues of *The Chronicle of Higher Education* are asked to contact the Faculty Senate office at facultysenate@ecu.edu to place their name on a list for distribution.

C. Ron Mitchelson, Interim Chancellor

Interim Chancellor Mitchelson was asked to speak to the Senate about "what's next?" for ECU, in light of the many leadership changes we have experienced. Interim Chancellor Mitchelson says "I don't know," but then adds that there are a few things he wishes to emphasize and celebrate. Interim Chancellor Mitchelson thanks Dr. Grant Hayes from the College of Education for accepting position of acting Provost. Interim Chancellor Mitchelson thanks him for his leadership in the College of Education. Interim Chancellor Mitchelson notes that Pirates step up and serve. He adds that Michael Van Scott will soon step up as Vice Provost.

Interim Chancellor Mitchelson has been on the road recruiting students. Our freshman application numbers are up, for a total of over 15,000. They are working with trained recruiters.

Winter graduation is December 13th. ECU has a great speaker lined up. Interim Chancellor Mitchelson will be attending the Board of Governors meeting in Elizabeth City later in the week. Interim Chancellor Mitchelson told the Senate that the Board of Trustees will meet next week. They have difficult challenges to address, including the search for the Chancellor. He notes that Chair Popke has communicated the needs and specifications of the faculty in regard to the search. Mitchelson will NOT be a candidate for this search.

Tuition and fees have been approved by Chancellor and now go onto Board of Trustees, then to the Board of Governors for final approval. These tuition and fees changes include:
- 3% increase in tuition ($134 per year)
- Fees will go up by almost 3% ($77 per year)

A fiscal sustainability committee has been formed. They will examine the athletic budget and reduce the growing dependence on student fees to support athletics. Interim Chancellor Mitchelson believes that being in this athletic conference is in our best interests. He cautioned that we must be mindful of fee increases. ECU is right in the middle with regard to student fees. ECU remains a great value.

Interim Chancellor Mitchelson also talks about developments in the Greenville community such as a possible hotel deal and a master developer deal with local properties.

Interim Chancellor Mitchelson mentions the salary compression study and results. He discussed the results with deans and department chairs. Forums will take place on December 3rd (Ballroom A in Student Center) and December 5th (Black Box Theater).

He concludes that the budget situation has not changed since our October meeting. ECU is still operating under a hiring freeze.

Questions

Professor Ticknor (Education) thanks Mitchelson for sharing these updates. She asks about faculty morale and how we can feel optimistic or excited about the future of ECU when faculty are getting important information from the media and *not* from ECU directly.

Interim Chancellor Mitchelson says that the internal communications of appointments was not conducted properly this fall and he takes responsibility for it. This will not happen again in the future. He agrees the morale issue is a problem. He wants to advocate for salary increases with the Board of Governors.

Professor Herron (English) also asks about morale. He asks about the possibility of restoring sabbaticals under the process from pre-2008. Is there a way to reconsider ECU's policy on released time, which has become very difficult to obtain?

Interim Chancellor Mitchelson says the word sabbatical is not in UNC System vocabulary, but we do have "released time." He acknowledges that the approach to released time has, in fact, been overly bureaucratic. His primary advice is that for a course release to occur, the academic unit has to absorb

any course release. If a unit has the ability to absorb the cost, course releases should be possible in those units.

Professor Schmidt (Education) asks about the 133% rule. Doesn't this rule stifle creativity and productivity?

Interim Chancellor Mitchelson responds that if a faculty member is receiving federal grant money, those rules say we are not allowed to work more than 133% of the time. If the funds are not from a federal source, it could be allowed and has been in some cases on our campus. There is an equivalent workload associated with that, so that is something to consider before trying to take it on. Federal funding will not allow this.

Professor Ticknor (Education) asks about $50 fee increase. Is that on top of last year's $50 increase?

Interim Chancellor Mitchelson says yes, it is $100 total increase over 2 years.

D. Mark Stacy, Vice Chancellor for Health Sciences
Vice Chancellor Stacy attended the senate meeting to discuss Health Sciences and its future. He spoke about how ECU can "stretch a dollar" and examine our priorities. Health Sciences is currently recruiting for a new associate vice chancellor. Vice Chancellor Stacy states that this is a priority. Vice Chancellor Stacy also noted that they are working on the budget for a new school for rural public health. There is a $218 million allocation for the new building.

Other updates from Health Sciences include a renovation of the space in Brody, which has allowed Health Sciences to better recruit new faculty. They still need to repair the HVAC system (which dates back to 1970s). The budget is waiting for a vote or veto override. This project has a long timeline.

Vice Chancellor Stacy notes that faculty were once told that if Project Unify falls through, this would end the medical school. Unfortunately, Project Unify will not happen after all, for a variety of reasons. But Vice Chancellor Stacy notes that Health Sciences is having positive dialogue with Vidant. They want to renegotiate physician contracts. Overall, he feels optimistic about these negotiations with Vidant.

Health Sciences is also collecting rural public health data, in order to better understand challenges in eastern North Carolina. They wish to collect data to see how poverty has impacted the health outcomes of eastern North Carolina residents. Vice Chancellor Stacy points out that 4 of the poorest counties in the United States are right here in North Carolina.

There were no questions posed to Vice Chancellor Stacy at this time.

E. Stephanie Whaley, Assistant Vice Chancellor and Director of Admissions
Associate Vice Chancellor Whaley provided a Report on [Freshman class and home-schooled admissions](). She told the Senate that ECU enrolled 4,366 new freshmen in Fall 2019, which is an increase over Fall 2018.Thus is the third largest freshman class in ECU history.

Other items of interest in the report linked above included: Last year ECU received 19,000 freshman applications and admitted about 79%, yielding 4,366. Top program was "Undeclared," followed by Nursing and Biology. 86% of freshman are from NC. ECU had a 4.46% increase for in-state students

and 3.75% in out of state. ECU has had a steady increase in number of homeschool freshman. Also, nationwide there has been an overall increase in home schooling, so it makes sense that ECU has larger numbers of homeschooled students. This data shows that homeschool students seem to perform better on tests and generally have higher GPAs than all freshman.

Questions

Professor Schinasi (Foreign Languages and Literature) asks about peer institution admissions and how they compare to ECU.

Assistant Vice Chancellor Whaley answered that ECU admits more than UNC and NC State. But we adhere to standards for admission.

Professor Schinasi (Foreign Languages and Literature) asks about number of students who enroll versus who is admitted (aka, yield rates).

Assistant Vice Chancellor Whaley says that yield rates have fallen significantly over last 5 years. The Common App allows students to easily apply to multiple institutions, which means that students have more choices. ECU's average yield rate is 29%, which is similar to national average.

Professor Wang (Geography) asks about 1) international students and 2) why students who are accepted by ECU don't always enroll.

Assistant Vice Chancellor Whaley answers that ECU has a lower number of international students. They are included in the "out of state" category. ECU has conducted a student survey to find out how and why people chose to come here. One major reason is that ECU does not have a lot of scholarships. We are also fighting the stigma of the "party" school.

Professor Stiller (Biology) asks if we are tracking success of homeschooled students?

Assistant Vice Chancellor Whaley does not have this data but would like to get this data to strategically help students.

Professor Scott asks about statistics on traditional liberal arts majors.

Assistant Vice Chancellor Whaley says they keep this data and could create this report.

F. Ralph Scott, Faculty Assembly Delegate

Professor Scott (Academic Library Services) provided a report on the October 25, 2019 UNC Faculty Assembly Meeting. Some items of interest in the linked report included Chair David Green's Report about discussions on the presidential search, the chancellor searches, by-law changes to term limits for delegates (Scott says each campus should decide these limits, not the system), and encouraging faculty to ask legislature for raises because he heard from the legislature that they never hear from faculty about what they want.

Bethany Meighan, VPA for Student Affairs discussed student wellness and encouraged students to use appropriate campus counseling services. President Roper discussed the following: raises between .5-1% or as high as 4%, working on chancellor searches, seeking input on the 2020 budget

cycle, Chancellors who perform well could receive 20% bonuses, desire to raise visibility of NC's HBCUs, concerns about leadership turnover, and #1 priority is to ensure ECU thrives.

Kim Van Nort, Senior VP for Academic Affairs' Report discussed comparing faculty salaries with peer institutions, UNC Online, and Legislature funded a Wi-Fi network at Montreat College.

Jim Ptaszynki, VP for Digital Learning's Report discussed digital learning using Google Carboard and AR Graphic Design Theory.

Questions
Professor Herron (English) says ECU has a Virtual Reality lab. He also asks about leading and organizing a letter writing campaign to the legislature to advocate for raises. Professor Scott replied yes, he would be willing to do this.

Chair Popke then asked to move up H. Question Period on the agenda to before his remarks so that the Interim Chancellor and others can answer any questions before they have to leave. There needed to be a 2/3 vote to make a change to the distributed agenda. This move was approved by the Senate.

H. Question Period
Professor Bailey (Philosophy and Religious studies) asked what happened to the idea in UNC system of another campus. Interim Chancellor Mitchelson said that Interim President Roper did not like the proposal so now it is dead.

G. Jeff Popke, Chair of the Faculty
Professor Popke provided the following remarks to the Faculty Senate:

"Colleagues,

In lieu of formal remarks this afternoon, I would like to engage this body in a discussion around the search for our next permanent Chancellor. If recent media reports are correct, our Board of Trustees intends to announce the appointment of the search committee for this task when the Board meets next week, and so our meeting here today may represent our only opportunity as faculty to weigh in on the composition of the search committee and some important aspects of the search process.

To help frame the discussion, I'd like to provide a summary of a letter that I recently sent to Board of Trustees Chair Vern Davenport and copied to System President Bill Roper, Board of Governors Chair Randy Ramsey, and our Board of Governors Liaison David Powers. The letter expressed the willingness of our faculty to work collaboratively to ensure a search process that is transparent, engages all stakeholders, and produces a successful outcome. Toward this end, I made five specific requests.

The first has to do with faculty representation on the search committee (which according to UNC is a shared responsibility of the Board of Trustees and the System President). I am concerned about the recent erosion of the faculty's voice in the chancellor search process. Going all the way back to the retirement of Leo Jenkins in 1977, there have been 6 chancellor searches, and in the first five of these, there were between 3 and 5 faculty members, making

up between one-quarter and one-third of the search committee. The searches that led to the hiring of William Muse in 2000 and Steve Ballard in 2003 both had an even balance of 4 faculty members and 4 members from the Board of Trustees, out of a total committee size of 15 in the first instance and 12 in the second. It is notable that none of these five searches included any members of the ECU Administration on the committee.

The search that brought Cecil Staton to ECU was a significant departure; on that 16-member search committee, there were 5 current or former Trustees members, 4 ECU administrators, including two Deans, and just 2 members of the faculty. So, going back to historical precedent (rather than our last search), my request to Chair Davenport was that no fewer than four faculty members without administrative appointment be selected to serve on the search committee.

The second request in my letter had to do with the hiring of a search firm. Some of you will know that, although UNC Charlotte has hired a search firm, UNC Chapel Hill has decided not to, and I believe that at least some of our trustees want to follow suit. Some recent commentary in the higher education press has backed this; search firms can be expensive, and some research has suggested they do not necessarily lead to better outcomes. On the other hand, the right search firm can expand the depth and diversity of the candidate pool, and can provide potential candidates with confidence in the process, something worth considering given the recent instability we have experienced at ECU.

Because I have not heard a consensus from faculty on this issue, my request to Chair Davenport was simply that the decision of whether to hire a search form should not be made in advance, but should be the responsibility of the search committee, made only after careful consideration of the pros and cons of each option. I would be interested to hear the thoughts of Senators on this during the discussion.

My third request was to ensure that short-listed candidates be given ample opportunity for meaningful interaction and engagement with faculty when they come to campus. This means, in my view, a dedicated meeting where a significant number of faculty members can engage candidates around their leadership philosophy and vision for ECU (and as long as all participants are willing to sign confidentiality agreements, there is nothing in UNC policy to prohibit this).

The fourth request was to keep open the option of an open search. As you probably know, UNC policy specifies that we must design a search process that is confidential, but I read nothing in the policy that would not allow candidates to voluntarily declare their candidacy and engage in an open, public process while on campus, so long as all short-listed candidates agreed to do so. The odds that this might happen would seem to be long, but making the request would serve to reaffirm the principle than an open search is preferable notwithstanding the UNC Policy.

And finally, I requested that the Chair of the Search Committee appear regularly before the Faculty Senate or other faculty forums to provide us with updates on the search process.

I hope to have an open discussion about these and any other matters related to the search, and I would anticipate sharing a summary of discussion with the Board of Trustees Chair in advance of the meeting next week."

Chair Popke then addressed the issue of faculty representation in the search process, and indicated that Board of Trustees Chair Vern Davenport has requested the names of 3-4 faculty members for possible appointment to the search committee. Chair Popke reiterated that the composition of the Chancellor Search Committee was a joint responsibility of the Board of Trustees and the System President, with the shared governance model envisioning distinct roles for the three core constituencies of faculty, administrators, and trustees. In the past, it was standard practice for the Faculty Senate to elect its representatives to search committees, however this has fallen out of practice over the last few searches. He then suggested a selection process to elect four faculty members that involved him putting forth four faculty names in nomination, taking any additional nominations from the floor and holding a vote to approve a slate of names that would be submitted to the Board Chair before the composition of the search committee was finalized. There was no discussion and the proposed selection process was approved as presented. **RESOLUTION #19-74**

Chair Popke then provided the names and reasons for selection of the four faculty members for consideration:

- Jeff Popke, Professor of Geography and Chair of the Faculty, because it is important for the Chair of the Faculty to be involved;
- Crystal Chambers, Professor of Educational Leadership and Vice-Chair of the Faculty, because she is the elected vice-chair of the faculty, she has spoken before the Board of Trustees and they know her, her expertise in the field of educational leadership and her work on campus around issues of diversity and inclusion;
- Donna Roberson, Associate Professor and Director of Program Evaluation, College of Nursing; former Secretary of the Faculty, because it is vital to have some representation from the Health Sciences and she has been elected previously by her colleagues as a faculty officer;
- Margaret Bauer, Rives Chair of Southern Literature in the Department of English, Distinguished Professor of Harriot College of Arts and Sciences, because she is a current faculty senator, her accomplishments will be well known and respected and her voice might carry some weight with members of the search committee.

Questions

Professor Herron (English) wants to know if they will expand this committee, which would in turn place faculty members in an even larger minority.

Chair Popke says he does not know. He is not even sure if we can get 4 faculty members on this search committee or if the names he sends forward will be selected for the search committee. He also points out that the search committee size has continued to increase over time.

Professor Justice (Business) asks why there is no representative from the College of Business on the committee when they have such high enrollments.

Chair Popke says that there is no way to represent all colleges and schools. He said that he is comfortable with the fact that 2 proposed members are from Arts & Sciences because that is the largest college at ECU with the most faculty.

Professor Schinasi (Foreign Languages and Literature) says the list is very thoughtful but wonders if Professor Martinez could be on the committee.

Parliamentarian Martinez thanks him for the nomination but declines it.

Professor Herron (English) says that maybe a 5th name should be added just to cover our bases. He suggests a motion to put forward 5 names instead of 4.

Professor Stiller (Biology) asks for clarification on whether the motion is to put forward 5 names or have a 5th name selected in the event that an additional faculty member is allowed. Professor Herron answers that it is to put forward 5 names. Professor Stiller notes the Board of Trustees might choose from that list instead of using the entire list.

Chair Popke notes that if the Board of Trustees are inclined to select only two or three, adding more names gives them more control over the composition of the committee.

Professor Brimhall (Human Development and Family Science) notes that the original request was 3-4 so do we need a list of 5?

Chair Popke says that his original request was for 4 and he does not know whether putting forward 5 names would make it more likely that they would get all of them on the committee.

Professor Wang (Geography) asks if we could rank our candidates.

Chair Popke says that this ranking should be left to discretion of the chair because it might be too complicated to decide the order as a body.

Professor Justice (Business) seconds the motion for the proposal to provide 5 names rather than 4 names.

Motion fails.

Professor Pearce (Sociology) asked if students will be on the search committee.

Chair Popke says there will be at least one. The search committee process calls for representation from the students, staff, alumni, and the community. There will be at least one representative from each of those groups. In the past searches there has only been one representative of students and one of staff, probably the Student Government Association president and probably the chair of Staff Senate.

The motion to vote on the slate of 4 names is seconded.

There is a vote and it is unanimous.

Chair Popke asked for other comments or concerns about the nature of the search and the process.

Professor Arnold (School of Art & Design) wants this person to have a distinguished career in academia.

Professor Allen (Chemistry) asks if the committee will be operating with a mandate or vision for this person.

Chair Popke notes that the UNC system wants the committee to develop a leadership statement. That should describe what is expected of the Chancellor. He noted that in the last search, there was a leadership committee comprised of faculty, some administrators, students, and community partners that worked together and gathered in forums to put together a statement that was a marketing pitch for ECU and also a statement of vision for the incoming chancellor. He said he did not know whether a similar committee will be formed this time and noted that the process seems to be moving quickly. He added that he will suggest that feedback be gathered from faculty and all other constituencies about what we are looking for and that a robust statement of leadership and expectations be developed, as well as a statement about our strengths and opportunities to attract the best candidates for the position.

Professor McKinnon (History) says we should emphasize diversity. The search firm should be minority owned and operated.

Chair Popke agrees. He thinks a search firm could help us find a broad variety of candidates from diverse backgrounds.

Agenda Item IV. Unfinished Business

There is no unfinished business to come before the Faculty Senate at this time.

Agenda Item V. Report of Graduate Council
Graduate School Dean Paul Gemperline speaks on behalf of Ron Preston (Education), Chair of the Graduate Council, and provided curriculum and academic matters acted on and recorded in the October 28, 2019 Graduate Council meeting minutes, including level 1 action items within the October 2, 2019, and October 16, 2019 Graduate Curriculum Committee meeting minutes which were approved by its delegated authority and are reported here for information only.

There is no discussion and the report is received as presented.

Agenda Item VI. Report of Committees

A. Admission and Retention Policies Committee, Eli Hvastkovs
Action on the proposed additions to the University Undergraduate Catalog, Academic Regulations: Attendance and Participation is postponed for further dialog with University Counsel relating to the regulation of student visitors to class.

B. Faculty Governance Committee, Jeff Popke

Professor Popke (Geography, Planning and Environment), Vice Chair of the Committee, presents the proposed revisions to the *ECU Faculty Manual*, Part IV, Section I. Academic Code Units.

There is no discussion and the revisions are approved as presented. **RESOLUTION #19-75**

Professor Popke (Geography, Planning and Environment), Vice Chair of the Committee, presents the second reading of proposed additional revisions to the *ECU Faculty Manual* Part II. East Carolina University Organization and Shared Governance, Section II. Faculty Constitution and By-Laws, subsection By-Laws of the Faculty of East Carolina University. Proposed additional revisions to the reorganization of the appellate committees and Faculty Senate Resolution #19-10 (rejected by Chancellor in February 2019) were made to address summer 2019 revisions to the Code of the University of North Carolina (Sections 603, 604, and 609) that were adopted by the UNC Board of Governors.

There is no discussion and the revisions are approved as presented. **RESOLUTION #19-76**

C. Committee on Committees, Christina Tschida

Professor Tschida (Education), Chair of the Committee, presents the second reading of proposed revisions to the Undergraduate Curriculum Committee charge.

There is no discussion and the revisions to the Undergraduate Curriculum Committee charge are approved as presented. **RESOLUTION #19-77**

D. Calendar Committee, Rick McCarty

Professor McCarty (Philosophy and Religious Studies), Chair of the Committee, presents the proposed addition of the MATH 0045 common final exam, to be held concurrently with the MATH 1064 common final exam, beginning Spring Semester 2020.

There is no discussion and the proposed addition of the MATH 0045 common final exam to the examination calendar is approved. **RESOLUTION #19-78**

Professor McCarty then presents a proposed revision to the *ECU Faculty Manual* Part VI, Section I, Subsection VII. Final Examinations and the *University Undergraduate Catalog*, Academic Regulations, Examinations and Quizzes, Final Examinations. This will change the way in which faculty conduct exams.

Professor Chullen (Business) asks for clarification about the statement that students should have the full period to have the examination. He notes that it is not uncommon in certain mathematical based disciplines like accounting or finance for faculty to give an exam that supposes an hour and a half and students would be able to complete the exam in a reasonable amount of time. So, would students still have the full three hours to complete? Professor McCarty answers that is what the statement implies, and the difficulty here is that those minutes in that final exam period count toward the total number of minutes that are required for credit hours.

Professor Popke adds that the matter came across his desk when a student expressed a concern, noting that their exam period was 2.5 hours, but their professor was cutting them off after an hour because that is how long the professor felt it should take the student to complete the assignment. The student noted that it said in the exam schedule that they had 2.5 hours. He asked the Calendar Committee, without preconceptions, to consider the issue, and their response before us is that the student gets the entire period and the faculty member is not able to artificially shorten that period.

Professor Chullen notes that some faculty do one part exam and one part activity on that final day, which creates some concerns on that front. Professor McCarty suggests that one would do the activity first and start the exam after the activity.

Professor Drake (Business) voices dissatisfaction with the wording about students coming in late, because that already disrupts the students taking the exam. Professor McCarty acknowledges the difficulty but points out that the alternative would be not allowing students to take their final exams if their bus is late--not to enter the room at all.

Professor Brimhall (Human Development and Family Science) asks for clarification on whether the faculty member's course syllabus policy would supersede this policy. He provides an example of having a clear policy in the syllabus that says if a student has finished the exam and has left, no other students will be let in. Would that supersede the requirements of this policy? Professor McCarty says in that kind of case, the syllabus policy reflects this policy, and there is no reason to think it supersedes it.

Chair Popke notes that the policy once implemented in the *Faculty Manual* would supersede, and the syllabus would be required to comply with what is in the *Faculty Manual*.

Professor Stiller (Biology) asks for clarification and potentially for a friendly amendment. The words "But only if other students have left the room" – how many other students? Does that mean all other students, in other words you can't come after everyone else has finished or does that mean just one student?

Professor McCarty answers that the word "all" is left out on purpose, so it is up to the faculty member. If the faculty member wanted to state all, the policy could be done that way.

Professor Pearce (Sociology) suggests a friendly amendment to the section that says that all students shall have the full schedule period, to specify it is the calendar schedule period.

Professor McCarty acknowledges that the "schedule period" may be read by some faculty members as meaning their own scheduled exam period and not the one from the calendar. He agrees to the friendly amendment, noting it would be further clarification.

Chair Popke restates the proposed amendment for clarification: ". . .shall have the full scheduled period *as indicated on the university calendar to complete the evaluation.*"

Professor Stokes (Allied Health Sciences) objects to the amendment and asks that additional stipulations be avoided because in the College of Allied Health, everyone does have a scheduled

exam time but they don't follow the same times for class time meetings as everyone else across campus because their programs are cohort driven and they are in class all day every day. It will add a layer of confusion to add that friendly amendment.

The motion to amend the text failed.

After some discussion, the proposed revision to the *ECU Faculty Manual* Part VI, Section I, Subsection VII. Final Examinations and the *University Undergraduate Catalog*, Academic Regulations, Examinations and Quizzes, Final Examinations is approved. **RESOLUTION #19-79**

E. Undergraduate Curriculum Committee, Jean-Luc Scemama
Professor Scemama (Biology), Chair of the Committee, presents curriculum and academic matters acted on and recorded in the meeting minutes of March 28, 2019 including curricular actions in the Department of Geography, Planning and Environment within the Thomas Harriot College of Arts and Sciences, and the Department of Computer Science within the College of Engineering and Technology; April 11, 2019 including curricular actions in the Department of Mathematics, Science, and Instructional Technology Education within the College of Education, Department of Interior Design and Merchandising within the College of Health and Human Performance, and the Departments of Chemistry and Mathematics within the Thomas Harriot College of Arts and Sciences; April 25, 2019 including curricular actions within the Department of Geography, Planning and Environment within the Thomas Harriot College of Arts and Sciences, and the College of Education; and October 10, 2019 including curricular actions within the Department of Health Education and Promotion, Department of Kinesiology, Department of English, Department of History, and Department of Biology.

There is no discussion and the curriculum and academic matters acted on during the Undergraduate Curriculum Committee's March 28, 2019, April 11, 2019, April 25, 2019, and October 10, 2019 meetings are approved as presented. **RESOLUTION #19-80**

F. Educational Policies and Planning Committee, Mark Bowler
Professor Bowler (Psychology), Chair of the Committee, presents curriculum and academic program matters acted on and recorded in the meeting minutes of October 11, 2019 including a request to establish a Doctor of Occupational Therapy in the Department of Occupational Therapy within the College of Allied Health Sciences; a request to establish a BS in Professional Writing and Information Design in the Department of English within the College of Arts and Sciences; and Academic Program Review response for the Interdisciplinary Program in Biological Sciences within Office of Research and Graduate Studies.

There is no discussion and the curriculum and academic program matters acted on during the Educational Policies and Planning Committee's October 11, 2019 meeting are approved as presented. **RESOLUTION #19-81**

G. Academic Awards Committee, Gabriel DiMartino
Professor DiMartino (Music), Chair of the Committee, presents proposed revisions to the selection procedures for the Annual University Service-Learning Teaching Excellence Award.

Professor Ticknor (Education) asks why it has been changed from two awards to just one.

Professor DiMartino (Music) says we had 2 because when the award was first proposed, but that line of funding was discontinued. Half of the award will be offered through Vice Chancellor Hardy's office as a non-academic award, and the other half is funded by the Provost's office.

There is no discussion and the revisions to the selection procedures for the Annual University Service-Learning Teaching Excellence Award are approved as presented. **RESOLUTION #19-82**

H. Writing Across the Curriculum Committee, Lisa Ellison
Professor Ellison (Foreign Languages and Literatures), Chair of the Committee, presents curriculum and academic matters acted on and recorded in the meeting minutes of October 14, 2019 including writing intensive course designation (WI) for RCTX 3240 and RCSC 3900.

There is no discussion and the curriculum and academic matters acted on during the Writing Across the Curriculum Committee's October 14, 2019 meeting are approved as presented. **RESOLUTION #19-83**

Agenda Item VII. New Business
There was no new business to come before the body at this time.

There being no further business the meeting adjourned at 4:12 pm.

Respectfully submitted by,
Amanda Ann Klein   Lori Lee and Rachel Baker
Secretary of the Faculty   Faculty Senate
Department of English

FACULTY SENATE RESOLUTIONS APPROVED AT THE NOVEMBER 12, 2019 MEETING

Resolution #19-74

The composition of the Chancellor Search Committee is a joint responsibility of the Board of Trustees and the System President, with the shared governance model envisioning distinct roles for the three core constituencies of faculty, administrators, and trustees. In the past, it was standard practice for the Faculty Senate to elect its representatives to search committees, however this has fallen out of practice over the last few searches. A selection process to elect four faculty members involved putting forth four faculty names in nomination, taking any additional nominations from the floor and holding a vote to approve a slate of names that would be submitted to the Board Chair before the composition of the search committee was finalized.

Resolution #19-75
Revisions to the *ECU Faculty Manual*, Part IV, Section I. Academic Code Units

(additions are noted in **red** text and deletions in ~~strikethrough~~)

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I.   Definition of Code Unit
II. Organizing as a Code Unit
III. Creating New Code Units and Making Changes to Existing Code Units

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I. Definition of Code Unit
By virtue of their professional disciplinary and inter-disciplinary expertise, East Carolina University faculty members are responsible for creating and implementing degree programs, associated curricula, and for performing numerous other activities essential to educating students, advancing knowledge and serving the university and the community. To fulfill this responsibility effectively, faculty members organize into self-governing departments, schools or colleges. The resulting organizational boundaries are neither arbitrary nor a reflection of individual interests. Disciplinary and interdisciplinary boundaries derive naturally from differences in the subjects studied and the methods required to generate new knowledge of these subjects. The operations of a faculty group organized around shared subject matters and research methodologies are governed by a document referred to as a "unit code." ECU uses the expression "code unit" to refer to a department, school or college whose operations are governed by a unit code. Differences between unit codes arise because of the subject matter and research methods of different code units. These differences require unique procedures that govern teaching, research, service and other assignments as well as the specific code unit's criteria for appointment, reappointment, promotion and tenure, for example. The unit code document is created by a group of faculty members and approved by the applicable code unit voting faculty members as defined below (Part IV, Section II, subsection III), the Unit Code Screening Committee, the Faculty Senate, and the Chancellor. *~~(Previous sentence was editorially revised by Faculty Governance Committee~~ September 2019~~.)~~* In this process, the administrator to whom the unit administrator reports (a dean, vice-chancellor or provost) reviews a draft code and may provide advice.

II. Organizing as a Code Unit
Requirements: To be eligible to organize as a Code Unit, a new or existing department, school or college, (or departments, schools or colleges created by splitting or combining existing code units), shall satisfy the following requirements:
1. Code Units shall contain sufficient faculty members to create and sustain one or more degree programs and their associated curricula (excepting the libraries). What suffices in any given case will be decided by the appropriate Provost or Vice Chancellor for Health Sciences in consultation with the tenured and tenure-track faculty who will be members of the Code Unit if established, the chairperson(s) or director(s) and the appropriate dean.
2. Code units shall be organized so as to distribute faculty and administrative responsibilities as follows (this list is not exhaustive of the duties of faculty members and administrators).
   a. Faculty: Faculty members are responsible for providing course instruction in one or more degree programs and in Foundations courses as appropriate, for advising majors, for supervising graduate theses and dissertations and for initiating recommendations on curriculum, degree program requirements, personnel actions, evaluation criteria, the unit's strategic plan, the unit's assessment activities, student, faculty and staff awards and the unit's code of operations.

      When the code unit is a college and the college contains departments or schools, some or all of the responsibilities of the code unit's faculty members may separately be performed by the faculty members of each department or school.

      If the code unit is a school and the school contains departments, some or all of the responsibilities of the code unit may separately be performed by the faculty members of each department or school.

      If the code unit is a department and the department contains separate disciplines, some or all of the responsibilities of the code unit may be performed separately by the faculty members of each discipline.

   b. Administration: The lead administrator is responsible for faculty evaluation, for assigning duties to the unit's faculty members, for recommendations regarding initial faculty salaries and salary increments, for the use of the unit's budget, for fundraising, for maintaining the unit's contracts, records and reports, for managing the unit's support staff, for the unit's compliance with all university policies, rules and regulations and for the unit's compliance with all actions required by higher administration.

III. Creating New Code Units and Making Changes to Existing Code Units
1. Proposals recommending the creation of a code unit or units, or changes to an existing code unit: Proposals shall be initiated by a Code Unit Proposal Committee. A Code Unit Proposal Committee may be self-constituted by action of at least one-fourth of an existing code unit's faculty members (but no fewer than three faculty members) or may consist of at least three faculty members appointed by a chairperson, director, dean, the vice-chancellor for health sciences, the provost or the chancellor. The faculty members appointed to the committee will be some or all of the faculty members who will be members or the new or changed unit(s) except in a case when the people who will constitute the faculty of a new unit are not yet employed by ECU. In the case of the creation of a new code unit or

changes to an existing code unit, proposals will include a provisional code of operations for the new or changed unit(s).

2. A Provisional Code will conform to the *ECU Faculty Manual* and, as much as is practicable, to the guidelines and requirements for Unit Codes that are set forth in this document [see II.D below]. A Provisional Code will be approved by the Educational Policies and Planning Committee, the Faculty Senate and the chancellor, and will be used for a maximum of three semesters after the formal development of the new unit. No later than three semesters after the creation of a new code unit having a Provisional Code, the faculty of the unit will develop and have approved an official Unit Code.

3. In the case of a provisional code that has been in use for three semesters in a code unit in which there are fewer than three full-time tenured faculty members who have been employed for at least twelve consecutive months in the unit, the deadline for developing and having approved an   official unit code shall be extended until there are three faculty members in the unit who are eligible to vote on the unit's code (see II.C below).

If faculty members will be displaced by the creation of new code units or by changes to existing code units, the proposal must address this situation.

In addition to creating new code units, some of the changes to existing code units that proposals may address include but ~~may~~ **need** not be limited to:

   a. dissolving a code unit without terminating the employment of the faculty members in the unit,
   b. dividing a code unit into two or more code units,
   c. merging a code unit with one or more other units,
   d. moving a code unit to another school or college,
   e. changing a code unit's status from a department in a college to a school, or from a school to one or more departments in a college, or the reverse,
   f. renaming a code unit, ~~(changes in unit name nomenclature shall be approved by UNC General Administration),~~ **(As of May 2019, System Office no longer requires ECU to notify or seek permission for changes in unit name nomenclature.)**
   g. moving groups of faculty and/or disciplines from one coded unit to another. (This type of move does not require UNC General Administration approval.)
   h. reorganizing departments within a code unit,
   ~~h.~~ **i.** any combination of the above.

Changes in all code units will not be implemented until the faculty members in the units affected and the Faculty Senate have the opportunity to recommend to the Chancellor approval or disapproval of the proposed changes as originally presented or as amended by the affected units or the Faculty Senate.

4. Procedures for creating or changing code units:
   a. The Code Unit Proposal Committee will provide copies of its proposal to all of the faculty members and administrators of the departments, schools or colleges addressed by the proposal.
   b. Within 15 working days after the proposal has been distributed, the Code Unit Proposal Committee will meet to discuss the proposal with the faculty members of affected departments, schools and/or colleges or with representatives elected by each affected

           unit, with the unit administrators, and with the appropriate deans and vice chancellors (or their representatives).

    c. Within 10 working days after this meeting, the permanently tenured faculty members of each affected unit, including the unit administrator(s), will meet and vote their approval or disapproval of the proposal in its original form or as amended by their action.

    d. Within 10 working days the chair of the Code Unit Proposal Committee will forward to the next higher administrator the results of the unit's action.

    e. Within 10 working days the next higher administrator will communicate in writing to the Code Unit Proposal Committee and to the appropriate vice-chancellor(s) the following items: the unit faculty's action and his or her concurrence or non-concurrence with that action.

    f. The Code Unit Proposal Committee shall present copies of the proposal, the affected units' faculty recommendations, and the relevant administrators' concurrence or non-concurrence to the chair of the Educational Policies and Planning Committee. The committee shall consult with appropriate deans and vice-chancellors, and, if it deems necessary, with other faculty members and administrators. Within 40 working days (during the regular academic year), the committee will report its recommendations to the Faculty Senate.

    g. The Faculty Senate will vote, in a timely manner, to recommend to the Chancellor the approval or disapproval of the proposal as originally received by the Educational Policies and Planning Committee or as amended by the Faculty Senate.

    h. If the proposal is approved by the Chancellor (and higher authority if necessary), implementation of the proposal will be overseen by the next higher administrator(s) over the new or changed code units.

Upon approval of new unit codes, the old unit code of a unit that has undergone a change of the sort listed above will become null-and-void.

If faculty members in code units that meet the conditions for splitting into separate code units do not choose to split into separate code units, faculty in individual departments or schools (as appropriate) may democratically develop written rules for their internal organization and operation. These rules will be housed in the department's or school's administrative office."

Resolution #19-76
Additional Revisions to the *ECU Faculty Manual* Part II. East Carolina University Organization and Shared Governance, Section II. Faculty Constitution and By-Laws, subsection By-Laws of the Faculty of East Carolina University

Proposed additional revisions to the reorganization of the appellate committees and Faculty Senate Resolution #19-10 (rejected by Chancellor in February 2019) to address summer 2019 revisions to the Code of the University of North Carolina (Sections 603, 604, and 609) that were adopted by the UNC Board of Governors.

(Additions are noted in **bold** and deletions are noted in ~~strikethrough~~.)

I.   Attendance, Seating, and Participation
   A. To facilitate the efficient flow of business, Senators shall be seated as follows:
      1.   Ex-officio members shall be assigned seats on one row.
      2. Elected members shall be assigned seats in alphabetical order by electoral units
   B. Only elected and ex-officio members (including alternates, representing their electoral units) may answer the roll call, vote, or occupy seats assigned to senators.
   C. Faculty members visiting the Senate shall seat themselves in the back of the meeting room, behind the seats assigned to Senate members.
   D. Visitors may not participate in Senate discussions and business except by advance invitation of the Senate Agenda Committee or the Chair of the Faculty. Such an invitation will be announced to the Senators prior to the meeting.
   E. Each electoral unit of the University may elect a number of alternate representatives equal to its allotment of senators, not to exceed the electoral unit's number of apportioned senators. If more than one alternate is elected, they should be elected to two-year terms. The alternate(s) will be elected in the same manner as faculty senators at the time of regular election of senators, and will serve for a two-year term.

      Alternates shall be eligible for re-election. The alternate will represent that electoral unit at the discretion of any Senator within the electoral unit, and in such a situation, shall notify the Secretary of the Faculty or Faculty Senate office that he or she is representing that electoral unit prior to the convening of the Senate session in question.

II. Minutes of the Faculty Senate
   A. There shall be a Faculty Senate Committee on Minutes composed of the Chair of the Faculty, Vice Chair of the Faculty, and Secretary of the Faculty.
   B. Minutes shall become official on approval by the Faculty Senate Committee on Minutes. The official minutes shall be distributed to all faculty as soon as possible after a Senate meeting. Any corrections to the minutes by the Senate shall be made a part of the official minutes of the subsequent meeting.
   C. Incorporation into the official minutes of verbatim remarks shall be allowed or disallowed at the discretion of the Faculty Senate Committee on Minutes. The Chair of the Faculty may request that verbatim remarks be submitted in writing to the Secretary of the Faculty.

III. Special Committees
   A. Special committees shall be established by the Senate at the discretion of the Chair of the Faculty, in consultation with the Faculty Officers.
   B. Members of the special committees may be appointed by the Chair of the Faculty or he or she may ask the Senate to elect committee members. At least one senator shall be on each special committee.
   C. The Chair of the Faculty may appoint the chair of special committees or these chairs may be elected by the committee members.
   D. Non-Senate faculty members as well as Senators may serve on special committees.

IV. Appellate Committees
   Appellate Committee members must be permanently tenured, or **probationary tenure-track** voting faculty holding no administrative title (*ECU Faculty Manual Part IX, Section I - Tenure and Promotion Policies and Procedures).* The process for election of faculty to the Appellate

Committee, which serves as a pool for populating hearing panels (see *ECU Faculty Manual* Part XII, Faculty Grievance Policies and Procedures) will be as follows:

1. Each year in January, the Committee on Committees will solicit volunteers to serve on the Appellate Committee. Responses are due in the Faculty Senate office in February.

2. The Committee on Committees will review all responses and present to the Faculty Senate a slate of one or more nominees as there are vacancies to fill. Nominations may also be made from the Faculty Senate floor. Appellate Committee members will be elected at the spring Faculty Senate Organizational meeting. Election will be by a majority of Senators present and voting. This by-law may be suspended in accordance with procedures specified in *Robert's Rules of Order, Newly Revised.*

3. A total of 30 **tenured and probationary** faculty will comprise the Appellate Committee, all serving three year terms that are staggered with 10 members elected annually. **All faculty ranks must be represented, with no fewer than 10 members from the rank of Professor, no fewer than 10 members from the rank of Associate Professor, and no more than five members from the rank of Assistant Professor.** Individual faculty members are eligible to serve two consecutive three-year terms, which may extend to the beginning of the fall semester in the final year of a term. Faculty will be ineligible to serve again for one academic year after conclusion of a second consecutive term.

4. When vacancies occur in the Appellate Committee between annual elections, the Faculty Senate will elect additional faculty members to the committee through nominations initiated by the Committee on Committees.

5. Faculty who have been involved as either a grievant or respondent in an appellate hearing cannot serve on the Appellate Committee for the period of one three-year term from the date of the final decision on that appeal. ~~A Committee member who becomes a grievant or respondent while serving will be replaced by the usual procedure for vacancies between annual elections.~~

6. An Appellate Committee member who becomes a ~~G~~grievant or ~~R~~respondent while serving will be replaced ~~following~~ **by** the usual procedure **for vacancies between annual elections**.

7. Members of the Faculty Governance Committee cannot be elected concurrently to the Appellate Committee.

V. Faculty Senate, Academic and Administrative Committees, Membership, and Structure
   Membership
   Membership of Faculty Senate Committees and Academic Committees shall consist of faculty members in at least their second consecutive year of full-time employment at East Carolina University. A majority of the members of all committees must be tenured or tenure-track faculty members, and in no case shall more than two elected members of each committee be fixed term faculty members. The Chancellor and the Chair of the Faculty are ex-officio members of all committees. (Faculty Senate Resolution #14-88)

   Members of committees serve in accordance with their ability, training, and experience rather than as representatives of their electoral unit.

   The process for election of academic and selective administrative committees will be as follows:
   1. The Academic and Administrative Committee preference forms will be distributed to all faculty, by the Committee on Committees with assistance of the office personnel in January. The completed forms are due in the Faculty Senate office in February.

2. The Committee on Committees will review all preference forms and present to the Faculty Senate a slate of one or more nominees as there are vacancies to fill. Nominations may also be made from the floor of the Faculty Senate. Election of Academic and Administrative Committee members will take place at the Faculty Senate Organizational Meeting in April. Election will be by a majority present and voting.

Members are elected to staggered three-year terms, which may extend to the beginning of the fall semester. Faculty members are not eligible to serve as an elected regular member on more than one standing university academic committee at a time. Service on a single academic or administrative committee is limited to election to two consecutive 3-year terms with ineligibility for election to the same committee for at least one academic year. Student members are nominated by the Student Government Association for appointment by the Chancellor.

Faculty Senate and Academic Committees meet on a standard schedule, set and revised by the Committee on Committees. When a Faculty Senate academic committee deals with matters that directly concern any administrator these matters should be discussed with the administrator during the development of a proposed policy. Further, the administrator should have adequate input before the finished resolution is presented to the Senate. This not only would involve ex-officio committee members but also would involve working with any administrator involved in a particular policy under consideration.

All University Academic Committees are Standing Committees of the Faculty Senate. Information relating to each committee is available in the Faculty Senate office and electronically on the Faculty Senate web site.

Officers: Officers of each committee are elected from the membership of the committee, excluding ex-officio, by the members of the committee, for a term of one year. Previous service as a committee officer shall not prejudice a member's election to any committee office. Under normal circumstances each committee shall have a chairperson, a vice chairperson, and a secretary. Upon organization of the new committees, at the Committees' Organizational meetings beginning in the Fall, the former chairperson if available will turn over committee records to the new chairperson. The Chair of the Faculty may declare an elected member's seat vacant upon the occurrence of three consecutive absences of that member. The Chair of the Faculty will appoint faculty members to fill vacancies of any University Academic Committee that may occur during the academic year. Interim elections may be held to fill an office that has become vacant or to replace an officer that two-thirds of the full committee membership deems is not fulfilling the obligations of the office.

The charge of each Faculty Senate and academic committee is on file in the Faculty Senate office and available electronically on the Faculty Senate web site. Many administrative committee charges are available on the East Carolina University web site.

Each committee shall operate according to the latest version of *Robert's Rules of Order, Newly Revised*. Minutes of each committee are on file in the Faculty Senate office and available electronically on the Faculty Senate web site and shall be sent to members of the committee and Chair of the Faculty.

A file on each committee's activities, minutes, and other records shall be maintained in the Faculty Senate office. All committees and subcommittees, unless prohibited explicitly by the committee's charge, University policies, or state statutes, shall hold their regular and special meetings in open session in accordance with the North Carolina Open Meetings Law, and the chairperson of committees shall inform the Senate office of the time and place of such meetings so they may be placed on the Senate calendar and publicized in order that interested faculty may attend.

The committees' annual reports shall be composed by the committee officers according to the official form and submitted to the Faculty Senate office for duplication and distribution to the Chair of the Faculty, the Chair of the Committee on Committees, the present members of the committee, and the new members of the committee whose terms begin next academic year. Copies of the committees' annual reports will be kept on file in the University Archives, Faculty Senate office, and made available electronically on the Faculty Senate web site. Upon request, copies of committees' annual reports shall be made available by the Faculty Senate office.

The Chair of the Faculty shall each year compile the Annual Report of the Faculty Senate. This report, among other things, shall contain a summary of Senate and Senate committees' activities for the immediate past year.

The Annual Report of the Faculty Senate will be distributed to the Chancellor, academic Vice Chancellors and made available on the Faculty Senate web site. Copies of the report will also be kept on file in the University Archives and the Faculty Senate office. In addition, copies of the Annual Report of the Faculty Senate will be distributed to the members of the Faculty Senate not later than the first regular Faculty Senate meeting of the next academic year.

Currently there are two Faculty Senate committees (Agenda Committee and Committee on Committees), one Appellate Committee that serves as a pool for hearing panels for four different appeal processes (Due Process, Faculty Grievance, Hearing, and Reconsideration), and 20 academic committees as follows:

Academic Awards Committee
Admission and Retention Policies Committee
Calendar Committee
Distance Education and Learning Technology Committee
Educational Policies and Planning Committee
Faculty Governance Committee
Faculty Welfare Committee
General Education and Instructional Effectiveness Committee
Libraries Committee
Research/Creative Activities Committee
Service-Learning Committee
Student Academic Appellate Committee
Student Scholarships, Fellowships, and Financial Aid Committee
Teaching Grants Committee
Undergraduate Curriculum Committee
Unit Code Screening Committee
University Athletics Committee
University Budget Committee

University Environment Committee
Writing Across the Curriculum Committee

As the need arises, additional committees are created, by the Committee on Committees, to assist in the academic policy-making process.

VI. Graduate Council
The Chair of the Faculty or his/her designee shall serve as an ex-officio member. The duties and responsibilities of the Graduate Council are described in the *ECU Faculty Manual* under Graduate School Governance*.* The Chair of the Graduate Council provides a monthly report to the Faculty Senate for information, comment, and advice.

VII. Faculty Assembly Delegates and Alternates
The process for election of Faculty Assembly Delegates and Alternates (*Part III, Section II; The Faculty Assembly of the University of North Carolina)* will be as follows:
   A. The Faculty Assembly nomination form will be distributed to all faculty by the Committee on Committees with assistance of the office personnel in November. The completed nomination forms are due in the Faculty Senate office in December.
   B. The Committee on Committees will review the nominations and present to the Faculty Senate a slate of one or more nominees as there are vacancies to fill. Nominations may also be made from the Faculty Senate floor. Faculty Assembly representatives will be elected by the Faculty Senate at its January regular meeting. Election will be by majority present and voting. One Faculty Assembly Delegate will be the Chair of the Faculty, holding a term for each year he/she is elected to serve as Chair of the Faculty. No Chair of the Faculty may serve as a Faculty Assembly Delegate for more than six consecutive years.

   VIII. Election by Acclamation
When an election that otherwise requires a vote by written, secret ballot is uncontested, that is, the number of nominees does not exceed the number of individuals to be elected, the Faculty Senate may vote by acclamation according to provisions in *Robert's Rules of Order, Newly Revised.*

Approved:
FS Resolution #05-18 (Appendix A) September 2005, Chancellor
FS Resolution #05-19 (By-Laws) April 2005, Chancellor

Amended:
FS Resolution #09-06, September 2009, Chancellor
FS Resolution #12-79, April 2012, Chancellor
FS Resolution #14-88, December 2014, Chancellor
FS Resolution #19-76, pending Chancellor approval

Resolution #19-77
Revisions to the Undergraduate Curriculum Committee Charge

(Additions are noted in **bold** and deletions in ~~strikethrough~~)

1.   Name: Undergraduate Curriculum Committee

2.   Membership:
        8 elected faculty members.
        Ex officio members (with vote):   The Chancellor or an appointed representative, the Provost or an appointed representative, the Vice Chancellor for Health Sciences or an appointed representative, the Chair of the Faculty, one faculty senator selected by the Chair of the Faculty, and one student member from the Student Government Association.

        The chair of the committee may invite resource persons as necessary to realize the committee charge. The chair of the committee may appoint such subcommittees as he or she deems necessary.

3.   Quorum: 4 elected members exclusive of ex-officio.

4.   Committee Responsibilities:
        A. The committee considers undergraduate courses (through 4000-level) and programs and has the responsibility of assuring the quality of course offerings regardless of mode of course delivery.
        B. The committee recommends policies and procedures governing the acceptability of programs and courses.
        ~~C. The committee reviews requests for permission to establish new degree programs, certificates, and minors.~~
        ~~D.~~**C.** The committee reviews and acts on proposals for new courses and course revisions. **The committee ensures that proposals adhere to best practices in higher education and agreed upon academic standards.**
        ~~E.~~**D.** The committee reviews and acts on proposals for new degree programs, certificates, and minors and on revisions to established degree programs, certificates, and minors. **The committee ensures that proposals adhere to best practices in higher education and agreed upon standards.**
        ~~F.~~**E.** The committee reviews and acts on revisions to the standards and requirements for admission to and retention in degree programs, certificates, and minors.
        ~~G.~~**F.** The committee considers other items that affect the curriculum of undergraduate programs.
        ~~H.~~**G.** The committee acts on recommendations from the Council for **Educator Preparation** ~~of Teacher Education~~ regarding proposed changes in teacher education requirements.
        ~~I.~~**H.** The Committee reviews at least annually those sections within the University Undergraduate Catalog that corresponds to the Committee's charge and recommends changes as necessary.
        ~~J.~~**I.** The chair or appointed representative serves as a ~~ex-officio~~ member on the Academic Program Development Collaborative Team, and as appropriate, any university-wide administrative committee that involves undergraduate curriculum.

5.   To Whom The Committee Reports:

The committee makes its recommendations to the Faculty Senate. The committee reports on its review of requests to establish new degree programs and requests to establish new minors to the Educational Policies and Planning Committee.

6.   How Often The Committee Reports:
        The committee reports to the Faculty Senate at least once a year and at other times
        as necessary.

7.   Power Of The Committee To Act Without Faculty Senate Approval:
        The committee is empowered to report on its review of requests to establish new
        degree programs and requests to establish new minors to the Educational Policies and
        Planning Committee.

8.   Standard Meeting Time:
        The committee meeting time is scheduled for the second and fourth Thursday of each
        month.

Resolution #19-78
Addition of MATH 0045 common final exam to be held concurrently with MATH 1064, beginning Spring Semester 2020

(Additions are noted in **bold** print.)

Final Examinations Schedule - Spring Semester 2020

     There will be no departure from the printed schedule, except as noted below: All examinations for one credit hour classes will be held during the last regular meeting of the class. Classes meeting more than three times a week will follow the examination schedule for MWF classes. Clinical and non-traditional class schedules, including graduate level courses, may also adopt a modified examination schedule as required. The final exam meeting is required in order to satisfy the 750 contact minutes per credit hour required by the University of North Carolina Office of the President. Department Chairs are responsible for monitoring adherence to scheduled examination requirements.

     Classes beginning 6:00 pm or later are considered night classes. Examinations in classes meeting one night a week will be held at 7:30-10:00 pm on the first night of their usual meeting during the examination period (April 30 – May 7). Examinations in classes meeting two or more nights a week and beginning before 8:00 pm will be held at 7:30-10:00 pm on the first night of their usual meeting during the examination period (April 30 – May 7). Examinations in classes meeting two or more nights a week and beginning at or after 8:00 pm will be held at 7:30-9:30 pm on the second night of their usual meeting during the examination period (April 30 – May 7). Distance education classes should give their final examinations in a timely fashion to allow submitting grades in time.

     Classes beginning on the half hour or meeting longer than one hour will have their final examination at the time determined by the hour during which the classes begin (e.g., 9:30-11:00 am TTh classes will follow the examination schedule of the 9:00 am TTh classes; 8:00-10:00 am MWF

classes will follow the examination schedule of the 8:00 am MWF classes). 5:30 classes on MWF and TTh should use the same final exam period as their 5:00 counterparts.

Common examinations, including DE sections, will be held according to the following schedule:

FREN 1001, 2003, SPAN 1001, 2004, GERM 1001	5:00 - 7:30 Friday, May 1
FREN 1002, SPAN 1002, 2003, GERM 1002	5:00 - 7:30 Monday, May 4
MATH 0045, 1064	5:00 - 7:30 Tuesday, May 5

Times class regularly meets	Time and day of examination
8:00 MWF	8:00 - 10:30 Friday, May 1
8:00 TTh	8:00 - 10:30 Thursday, April 30
9:00 MWF	8:00 - 10:30 Monday, May 4
9:00 TTh (9:30)	8:00 - 10:30 Tuesday, May 5
10:00 MWF	8:00 - 10:30 Wednesday, May 6
10:00 TTh	8:00 - 10:30 Thursday, May 7
11:00 MWF	11:00 - 1:30 Friday, May 1
11:00 TTh	11:00 - 1:30 Thursday, May 7
12:00 MWF	11:00 - 1:30 Monday, May 4
12:00 TTh (12:30)	11:00 - 1:30 Tuesday, May 5
1:00 MWF	11:00 - 1:30 Wednesday, May 6
1:00 TTh	11:00 - 1:30 Thursday, April 30
2:00 MWF	2:00 - 4:30 Friday, May 1
2:00 TTh	2:00 - 4:30 Thursday, Apr 30
3:00 MWF (3:30)	2:00 - 4:30 Monday, May 4
3:00 TTh (3:30)	2:00 - 4:30 Thursday, May 7
4:00 MWF	2:00 - 4:30 Wednesday, May 6
4:00 TTh	2:00 - 4:30 Tuesday, May 5
5:00 MWF	5:00 - 7:30 Wednesday, May 6
5:00 TTh	5:00 - 7:30 Thursday, April 30

Final Examinations Schedule - Fall Semester 2020

There will be no departure from the printed schedule, except as noted below: All examinations for one credit hour classes will be held during the last regular meeting of the class. Classes meeting more than three times a week will follow the examination schedule for MWF classes. Clinical and non-traditional class schedules, including graduate level courses, may also adopt a modified examination schedule as required. A final course meeting during the exam period is required in order to satisfy the 750 contact minutes per credit hour required by the University of North Carolina Office of the President. Department Chairs are responsible for monitoring adherence to scheduled examination requirements.

Classes beginning 6:00 pm or later are considered night classes. Examinations in classes meeting one night a week will be held at 7:30-10:00 pm on the first night of their usual meeting during the

examination period (December 9 - 16). Examinations in classes meeting two or more nights a week and beginning before 8:00 pm will be held at 7:30-10:00 pm on the first night of their usual meeting during the examination period (December 9 - 16). Examinations in classes meeting two or more nights a week and beginning at or after 8:00 pm will be held at 7:30-10:00 pm on the second night of their usual meeting during the examination period (December 9 - 16).

Distance education classes should give their final examinations in a timely fashion to allow submitting grades in time. Classes beginning on the half hour or meeting longer than one hour will have their final examination at the time determined by the hour during which the classes begin (e.g., 9:30-11:00 am TTh classes will follow the examination schedule of the 9:00 am TTh classes; 8:00-10:00 am MWF classes will follow the examination schedule of the 8:00 am MWF classes). 5:30 classes on MWF and TTh should use the same final exam period as their 5:00 counterparts.

Common examinations, including DE sections, will be held according to the following schedule:

FREN 1001, 2003, SPAN 1001, 2004, GERM 1001	5:00 - 7:30 Thursday, December 10
FREN 1002, SPAN 1002, 2003, GERM 1002	5:00 - 7:30 Friday, December 11
MATH 0045, 1064	5:00 - 7:30 Tuesday, December 15

Times class regularly meets	Time and day of examination
8:00 MWF	8:00 - 10:30 Monday, December 14
8:00 TTh	8:00 - 10:30 Tuesday, December 15
9:00 MWF	8:00 - 10:30 Wednesday, December 16
9:00 TTh (9:30)	8:00 - 10:30 Wednesday, December 9
10:00 MWF	8:00 - 10:30 Friday, December 11
10:00 TTh	8:00 - 10:30 Thursday, December 10
11:00 MWF	11:00 - 1:30 Monday, December 14
11:00 TTh	11:00 - 1:30 Thursday, December 10
12:00 MWF	11:00 - 1:30 Wednesday, December 16
12:00 TTh (12:30)	11:00 - 1:30 Wednesday, December 9
1:00 MWF	11:00 - 1:30 Friday, December 11
1:00 TTh	11:00 - 1:30 Tuesday, December 15
2:00 MWF	2:00 - 4:30 Monday, December 14
2:00 TTh	2:00 - 4:30 Tuesday, December 15
3:00 MWF (3:30)	2:00 - 4:30 Wednesday, December 16
3:00 TTh (3:30)	2:00 - 4:30 Thursday, December 10
4:00 MWF	2:00 - 4:30 Friday, December 11
4:00 TTh	2:00 - 4:30 Wednesday, December 9
5:00 MWF	5:00 - 7:30 Monday, December 14

5:00 TTh	5:00 - 7:30 Wednesday, December 9

Final Examinations Schedule - Spring Semester 2021

There will be no departure from the printed schedule, except as noted below: All examinations for one credit hour classes will be held during the last regular meeting of the class. Classes meeting more than three times a week will follow the examination schedule for MWF classes. Clinical and non-traditional class schedules, including graduate level courses, may also adopt a modified examination schedule as required. A final course meeting during the exam period is required in order to satisfy the 750 contact minutes per credit hour required by the University of North Carolina Office of the President. Department Chairs are responsible for monitoring adherence to scheduled examination requirements.

Classes beginning 6:00 pm or later are considered night classes. Examinations in classes meeting one night a week will be held at 7:30-10:00 pm on the first night of their usual meeting during the examination period (April 29 - May 6). Examinations in classes meeting two or more nights a week and beginning before 8:00 pm will be held at 7:30-10:00 pm on the first night of their usual meeting during the examination period (April 29 - May 6). Examinations in classes meeting two or more nights a week and beginning at or after 8:00 pm will be held at 7:30-10:00 pm on the second night of their usual meeting during the examination period (April 29 - May 6).

Distance education classes should give their final examinations in a timely fashion to allow submitting grades in time. Classes beginning on the half hour or meeting longer than one hour will have their final examination at the time determined by the hour during which the classes begin (e.g., 9:30-11:00 am TTh classes will follow the examination schedule of the 9:00 am TTh classes; 8:00-10:00 am MWF classes will follow the examination schedule of the 8:00 am MWF classes). 5:30 classes on MWF and TTh should use the same final exam period as their 5:00 counterparts.

Common examinations, including DE sections, will be held according to the following schedule:

FREN 1001, 2003, SPAN 1001, 2004, GERM 1001	5:00 - 7:30 Monday, May 3
FREN 1002, SPAN 1002, 2003, GERM 1002	5:00 - 7:30 Tuesday, May 4
MATH 0045, 1064	5:00 - 7:30 Friday, April 30

Times class regularly meets	Time and day of examination
8:00 MWF	8:00 - 10:30 Friday, April 30
8:00 TTh	8:00 - 10:30 Thursday, April 29
9:00 M WF	8:00 - 10:30 Monday, May 3
9:00 TTh (9:30)	8:00 - 10:30 Tuesday, May 4
10:00 MWF	8:00 - 10:30 Wednesday, May 5
10:00 TTh	8:00 - 10:30 Thursday, May 6
11:00 MWF	11:00 - 1:30 Friday, April 30

11:00 TTh	11:00 - 1:30 Thursday, April 29
12:00 MWF	11:00 - 1:30 Monday, May 3
12:00 TTh (12:30)	11:00 - 1:30 Tuesday, May 4
1:00 MWF	11:00 - 1:30 Wednesday, May 5
1:00 TTh	11:00 - 1:30 Thursday, May 6
2:00 MWF	2:00 - 4:30 Friday, April 30
2:00 TTh	2:00 - 4:30 Thursday, April 29
3:00 MWF (3:30)	2:00 - 4:30 Monday, May 3
3:00 TTh (3:30)	2:00 - 4:30 Thursday, May 6
4:00 MWF	2:00 - 4:30 Wednesday, May 5
4:00 TTh	2:00 - 4:30 Tuesday, May 4
5:00 MWF	5:00 - 7:30 Wednesday, May 5
5:00 TTh	5:00 - 7:30 Thursday, April 29

Resolution #19-79
Revisions to the *ECU Faculty Manual*, Part VI, Section I. Teaching Regulations and Guidelines Relating to Faculty, Subsection VII. Final Examinations and to the *University Undergraduate Catalog*, Academic Regulations: Examinations and Quizzes, Final Examinations

(Additions in both documents are noted in **red** text.)

ECU Faculty Manual, Part VI, Section I. Teaching Regulations and Guidelines Relating to Faculty
"VII. Final Examinations

The normal expectation is that the completion of both face to face and online courses will include a final examination or an alternate method of evaluating student progress. Final examinations are required at the discretion of the faculty member and must be scheduled in the course syllabus made available to students. **When a final examination or alternate method of evaluation is given, it is expected to begin for all students shortly after the beginning of the scheduled final examination period, and all students shall have the full scheduled period to complete the evaluation. Students arriving late may be turned away, but only if other students have left the room, and only if this policy is indicated on the course syllabus.** If a final examination is not given during the final examination period, the scheduled time for the exam must be used for appropriate instructional activity. Online courses that do not give a final exam must use the final exam week for instructional purposes. The chair of the unit is responsible for monitoring adherence to scheduled examination requirements.

The University establishes a final examination schedule each semester to reduce conflicts in course final examination and to meet the UNC established course hour requirements. There will be no departure from the schedule officially published as part of the ECU Academic Calendar

except for clinical and non-traditional class schedules, including graduate level courses. Changes for individual student emergencies of a serious nature will be made only with the approval of the instructor. An incomplete (I) for the course will only be given in the case of a student absent from the final examination who has presented a satisfactory excuse to the instructor.

No test serving as a final exam may be given during regular class meetings. Faculty may not give an examination or an assignment in lieu of an examination on Reading Day. (FS Resolution #11-51, April 2011; FS Resolution #18-46, May 2018)"

University Undergraduate Catalog, Academic Regulations: Examinations and Quizzes
"Final Examinations

The normal expectation is that the completion of both face to face and online courses will include a final examination or an alternate method of evaluating student progress. Final examinations are required at the discretion of the faculty member and must be scheduled in the course syllabus made available to students. **When a final examination or alternate method of evaluation is given, it is expected to begin for all students shortly after the beginning of the scheduled final examination period, and all students shall have the full scheduled period to complete the evaluation. Students arriving late may be turned away, but only if other students have left the room, and only if this policy is indicated on the course syllabus.** The university establishes a final examination schedule each semester to reduce conflicts in course final examination and to meet the UNC established course hour requirements. There will be no departure from the schedule officially published in ECU's Academic Calendars except for clinical and non-traditional class schedules, including graduate level courses. Changes for individual student emergencies of a serious nature will be made only with the approval of the instructor."

Resolution #19-80
Curriculum and academic matters acted on and recorded in the Undergraduate Curriculum Committee meeting minutes of March 28, 2019 including curricular actions in the Department of Geography, Planning and Environment within the Thomas Harriot College of Arts and Sciences, and the Department of Computer Science within the College of Engineering and Technology; April 11, 2019 including curricular actions in the Department of Mathematics, Science, and Instructional Technology Education within the College of Education, Department of Interior Design and Merchandising within the College of Health and Human Performance, and the Departments of Chemistry and Mathematics within the Thomas Harriot College of Arts and Sciences; April 25, 2019 including curricular actions within the Department of Geography, Planning and Environment within the Thomas Harriot College of Arts and Sciences, and the College of Education; and October 10, 2019 including curricular actions within the Department of Health Education and Promotion, Department of Kinesiology, Department of English, Department of History, and Department of Biology.

Resolution #19-81
Curriculum and academic program matters acted on and recorded in the Educational Policies and Planning Committee meeting minutes of October 11, 2019 including a request to establish a Doctor of Occupational Therapy in the Department of Occupational Therapy within the College of Allied Health Sciences; a request to establish a BS in Professional Writing and Information Design in the

Department of English within the College of Arts and Sciences; and Academic Program Review response for the Interdisciplinary Program in Biological Sciences within Office of Research and Graduate Studies.

Resolution #19-82
Revisions to the Selection Procedures for the Annual University Service-Learning Teaching Excellence Award

The selection procedures were previously approved by the Faculty Senate in February 2018 (#18-07), with Chancellor Staton withholding approval until conversations took place between the Provost, Student Affairs, Academic Awards Committee and Service Learning Committee on aspects of the nomination criteria and funding. Jeff Popke, Chair of the Faculty later asked Interim Chancellor Gerlach to reject the resolution to allow the Academic Awards Committee an opportunity to consider the agreed-upon revisions and present revised selection procedures to the Faculty Senate for their consideration.

The agreed-upon revisions are noted below with additions in red and deletions noted in ~~strikethrough~~.

Objective
The Service-Learning Teaching Excellence Award recognizes a faculty member's unique time, effort, and planning for successful academic service-learning instruction. Service-learning is rooted in an academic discipline and provides learning experiences for students with meaningful assistance to the community. Through organized community-based learning activities, students address community needs and provide meaningful connections with community experiences, employing regular reflective practices for the purpose of personalizing the learning experience.

Award Per Year
~~A maximum of two~~ **One** awards will be awarded annually. ~~Each~~ **The** award will carry a $1,000 monetary prize and will be included in ~~a special awards ceremony~~ **the annual University Teaching Awards Ceremony** each spring.

Eligibility
All full-time faculty who have been involved in ECU service-learning course work in the academic year in which they are selected and in at least one previous year.

Nominees must:
- have had experience teaching a designated service-learning course within an academic year,
- have demonstrated results/impact in student's learning from community-based experiences in the course(s),
- have demonstrated excellence in teaching with respect to service-learning, as evidenced by innovative projects and partnerships, course evaluations and incorporation of service-learning best practices in the course,
- have demonstrated meaningful positive difference/change/impact in the community related to the service-learning course(s),
- have demonstrated collaborative work/planning with the community organization or constituents to build student learning while "doing good" in the community

- have demonstrated how the service-learning work described has enhanced ECU's strategic priorities, and
- have demonstrated how service-learning has enhanced the faculty member's professional development in teaching, scholarship, and/ or service.

Nomination Procedures and Guidelines
Nominations may be made in the following ways:
1. by the department-level academic units (including areas of concentration)
2. by other representatives in the faculty member's field of work, including community partners
3. by deans and department heads
4. by representatives from the Center for Leadership and Civic Engagement

Nominations are made by submitting a letter addressing the criteria outlined above. The letter must specify why the nominee deserves the award and should be submitted either electronically or in hardcopy form to the Office for Faculty Excellence (OFE) in Joyner Library Rm. 1001 no later than 5 p.m. on September 15th, or the next business day if the 15th falls on a weekend. Nominees will be contacted by the OFE following the nomination deadline and provided with information about the application packet they must submit if they wish to pursue the award.

Nominees who wish to pursue the award must submit their application packets ~~electronically via flash-drive or website~~ to the OFE no later than 5 p.m. on November 1st, or the next business day if the 1st falls on a weekend. ~~Directions for flash-drive or website submission will be provided.~~ In addition, nominees will be asked to complete an information sheet with their name as it should be listed, academic rank, department, and college or school, as well as a photograph at least 2.5" x 3" with a minimum resolution of 300.

The application packet:
1. should include representative examples of the faculty member's instruction methods, including the incorporation of student reflection.
2. must contain the following in this order:
   - Contents: itemized list of all materials in the application packet
   - Nomination letter
   - 500-word essay describing the nominee's excellence in teaching with respect to service-learning, including the impact on student's reflective learning from community-based experiences in the course(s) and how the service-learning course has enhanced ECU's strategic priorities and the related academic discipline
   - CV: a complete curriculum vitae, highlighting the nominee's innovative projects and partnerships, course evaluations
   - Supportive letter from a community partner that addresses the reciprocity of the partnership and clear positive difference/change/impact in the community related to the service-learning course
   - Additional supporting materials (evidence that the nominee exemplifies the award criteria): At least 1, and no more than 3, examples of service-learning activity that can be submitted electronically. Examples include, but are not limited to: 1) course syllabi; 2) scholarly publications; 3) description of projects; 4) peer teaching reviews; 5) departmental awards; 6) letters of support from current and former students.
3. must adhere to the specifications presented here; those that do not may be disqualified.

4. should utilize appropriate margins, fonts, type sizes, and colors to ensure readability.
5. must not exceed 50 pages, excluding the itemized list and vitae.

Evaluation Procedures

In September, the selection committee will be convened by the Director of the Office for Faculty Excellence and will consist of 2 members of the Academic Awards Committee, elected by the committee; 1 faculty member elected by the Service-Learning Committee; 1 faculty member appointed by the Chair of the Faculty; and 1 member appointed by the Center for Leadership and Civic Engagement. The selection committee will have at least one faculty member experienced in successful academic service-learning instruction; preferably a previous service-learning teaching excellence award winner.

In November, packets will be made available to members of the selection committee via the Blackboard course management software and the selection committee will review and evaluate the submitted materials according to the developed checklist and rubric. The checklist and rubric must mirror the award guidelines.

In early January, the selection committee will identify their top candidates in rank order for committee discussion and, by scoring determine the recipient(s) of the Service-Learning Teaching Excellence Award. The committee will forward the name(s) of the winning candidate(s) and their academic service-learning award packet to the ~~Vice Chancellor for Student Affairs~~ **Provost**. The ~~Vice Chancellor~~ **Provost** will review the selected candidate(s) materials and, upon concurrence, make the public announcement of the award. If the ~~Vice Chancellor~~ **Provost** does not concur, the ~~Vice Chancellor~~ **Provost** will meet with the selection committee to seek resolution.

In the Spring, the award recipient(s) will be recognized during the annual **University** Teaching Awards Ceremony. Following the public announcement of this award, the ~~Vice Chancellor for Student Affairs and/or Director of the Center for Leadership and Civic Engagement~~ **Provost** will send letters of recognition to the recipient and letters of appreciation to nominees.

The award winning portfolio(s) will be kept on file for public review in the Office for Faculty Excellence Reading Room, Joyner Library.

Resolution #19-83
Curriculum and academic matters acted on and recorded in the Writing Across the Curriculum meeting minutes of October 14, 2019 including writing intensive course designation (WI) for RCTX 3240 and RCSC 3900.