



MEMORANDUM

TO: Divisions of Academic Affairs and Health Sciences
Deans, Directors, and Unit Administrators

FROM: Jeff Popke, Chair of the Faculty *Jeff Popke*
Grant Hayes, Acting Provost and Senior Vice Chancellor for Academic Affairs *B. Grant Hayes*
Mark Stacy, Vice Chancellor for Health Sciences *MJ 3/6/20*

DATE: March 6, 2020

SUBJECT: Interpretation of ECU Faculty Manual Part IX, Section I “Appointment, Tenure, Promotion, and Advancement Policies and Procedures”

This interpretation clarifies the intent of the ECU Faculty Manual Part IX, Section I, to permit personnel matters within academic units to be reviewed according to the organizational structure and internal rules established and codified by the unit’s faculty.

In the ECU Faculty Manual Part IX, Section I, entitled “Appointment, Tenure, Promotion, and Advancement Policies and Procedures,” the second paragraph of the “Prologue” contains a statement describing the organizational structure of academic units with respect to personnel matters as defined in unit codes. The intent of this passage is to ensure that authority over personnel matters is the purview of faculty with appropriate disciplinary qualifications. This statement was never intended to set aside the ECU Faculty Manual Part IV provisions that permit faculty members, if established in their unit code and approved by the Chancellor, to specify the academic unit structure that they deem most appropriate for personnel matters governed by Part IX.

This interpretation is effective immediately for all unit codes being developed or amended through the Part IV process. Please disseminate this memorandum to faculty and others in your units who are affected by its provisions.

Questions concerning this interpretation may be directed to Jeff Popke, Chair of the Faculty, or to the respective Division’s human resources/personnel administrative officers.

cc: Ron Mitchelson, Interim Chancellor
Paul Zigas, Interim University Counsel and Vice Chancellor for Legal Affairs
Wendy Sergeant, Division of Academic Affairs, Assistant Vice Chancellor for Personnel and Resource Administration
Lisa Hudson, Associate Vice Chancellor for Health Sciences Human Resources