

**REVISED**  
**EAST CAROLINA UNIVERSITY FACULTY SENATE**  
**ACADEMIC AND APPELLATE COMMITTEE ANNUAL REPORT**

**2013-2014 Academic Year**

**COMMITTEE: Faculty Welfare**

1. Membership (include ex-officio members).

Regular members: Jason Brinkley (March-April), Linda Crane-Mitchell, Eric Horsman, Brenda Killingsworth (September – December), Amanda Klein, Melissa Nasea, Susan Pearce, Rachel Roper, and Alexandra Shlapentokh

Ex-officio members: Ali Al-sharadqah, LaKesha Alston, John Given, Karen Mulcahy, Susan Simpson, and Lisa Sutton.

2. **Meeting Dates**

(include members present and those who contributed to committee action, but were not at the meeting)

**September 12, 2013:** Presiding Chair: Mark Sprague, followed by newly elected co-chairs Linda Crane-Mitchell and Brenda Killingsworth. Regular members: Eric Horsman (secretary Fall semester), Amanda Klein (secretary Spring semester), Melissa Nasea, Susan Pearce, and Rachel Roper. **Others in Attendance:** LaKesha Alston, John Given, Lori Lee (Secretary of the Faculty Senate), Karen Mulcahy, Susan Simpson, Mark Sprague (Chair of the Faculty), and Lisa Sutton.

**October 10, 2013:** Linda Crane-Mitchell (presiding chair), Eric Horsman (secretary), Amanda Klein, Lori Lee, Susan Pearce, Melissa Nasea, Alexandra Shlapentokh. **Others in Attendance:** LaKesha Alston, John Given, Susan Simpson, and Lisa Sutton.

**November 14, 2013:** Linda Crane-Mitchell & Brenda Killingsworth (presiding chairs), Eric Horsman, Amanda Klein, Susan Pearce, Melissa Nasea, Rachel Roper, and Alexandra Shlapentokh. **Others in Attendance:** LaKesha Alston, John Given, Lori Lee, Ali Al-Sharadqah, and Susan Simpson.

**December 12, 2013:** Brenda Killingsworth (presiding chair), Eric Horsman (secretary), Melissa Nasea, Susan Pearce, Rachel Roper, and Alexandra Shlapentokh. **Others in Attendance:** LaKesha Alston, John Given, Lori Lee, Susan Simpson, and Lisa Sutton.

**February 13, 2014:** Linda Crane-Mitchell (presiding chair), Susan Pearce, Rachel Roper, Melissa Nasea and Alexandra Shlapentokh. **Others in attendance:** Ali Al-sharadqah, LaKesha Alston, John Given, Karen Mulcahy (secretary), Lisa Sutton, and Susan Simpson.

**March 20, 2014:** Linda Crane-Mitchell (presiding chair), Jason Brinkley, Melissa Nasea (secretary), Susan Pearce, Rachel Roper, and Alexandra Shlapentokh. **Others in attendance:** Kristen Bonatz, John Given, Lori Lee, Karen Mulcahy (secretary), Lisa Sutton, and Susan Simpson.

(In order to have sufficient time to work through Committee business in the Spring 2014 term an additional meeting was scheduled for Thursday, 20 March from 2:30 to 4:00 pm.)

**April 10, 2014:** Linda Crane-Mitchell (presiding chair), Jason Brinkley, Susan Pearce, Melissa Nasea (secretary) and Rachel Roper. **Others in attendance:** Ali Al-sharadqah, LaKesha Alston, John Given, Lori Lee, Karen Mulcahy (secretary), Lisa Sutton, and Susan Simpson. Guests:

Christine Avenarius (Anthropology; Child Care Survey), Melissa Bard (Associate Vice Chancellor for Human Resources; EPA Personnel Policies Committee).

3. Subcommittees established during the year (include progress and/or completion of work).

**Childcare Facility Subcommittee.** Established September 13, 2012.

Members: Christine Avenarius, Linda Crane Mitchell, & John Dixon (resigned)

Charged to investigate the status of efforts to provide childcare facilities on campus for faculty, staff, and students. Report: April 10, 2014.

Provided a preliminary report of needs assessment survey conducted in March, 2014. Memo to Faculty Welfare Committee from the Child Care Subcommittee presented by Linda Crane Mitchell recommending the development of a university wide child care committee to develop more detailed needs assessment and design a child care center(s) with programs and funding. Report to be presented to the Faculty Senate. Additional concerns: ECU service mission; issue for recruitment and retention of employees and students; involve Faculty Senate, Staff Senate, Student Government Association, and Graduate Student Association; survey multiple groups as sample size is limited to 5000.

**Faculty Leave Policy Subcommittee:** Established September 13, 2012.

Members: John Howard, Amanda Klein, Karen Mulcahy, and Lisa Sutton.

Charged to investigate the status of the current University Faculty Leave Policy, with their findings presented at regular meetings of the Faculty Welfare Committee.

**Contingent Appointments Subcommittee:** Established October 10, 2013.

Members: John Given, Karen Mulcahy, and Lisa Sutton.

Charged with investigation of the limited role of contingent or fixed-term faculty in University governance.

**Mentoring Program Subcommittee:** Established October 10, 2013

Members: Susan Pearce and Rachel Roper. Charged to develop a set of suggestions for further discussion by the Faculty Welfare Committee which include clarification of the mentoring process and identification of possible programs to be implemented that would serve mentoring needs.

Action Taken: To be placed on next year's agenda with the goal of a report to the September Faculty Senate.

- i. Invite a University attorney to Faculty Welfare Committee meeting in order to gain additional input prior to presenting formal advice to the Faculty Senate on the University Policy on Drug Abuse.
- ii. Complete analysis of data acquired through Qualtrics survey of childcare needs for formal discussion at the Faculty Welfare Committee meeting and presentation at Faculty Senate.
- iii. Revise safety initiative, in cooperation with the Environmental Safety and Health program, to add information regarding sexual harassment and inform the faculty on the recommended response to campus emergencies.

4. Accomplishments during the year, especially as addressed through committee goals. Please include recommendations made to any University agency other than the Faculty Senate that will be noted under #5.

i. *Safety*: Continued the safety e-mail initiative in cooperation with the University Environmental Safety and Health program, to increase the awareness and involvement of the faculty in campus safety. Susan Simpson prepared and presented to the Faculty Welfare Committee notices to the faculty on the proper procedures for (1) dealing with disruptive students and (2) responding to fire emergencies. Initiative will be finalized in the Fall with the addition of information regarding sexual harassment.

ii. *Emeritus Status*: Reviewed and provided revisions to the ECU Faculty Manual, Part VIII. Section i.D.4. and Part XI, Section I.VL. regarding granting emeritus status to deceased faculty members.

iii. *Childcare*: Subcommittee presented preliminary results of Survey conducted on the faculty, staff, and student childcare needs. Analysis to be finalized and presented at Faculty Welfare Committee meeting in September and to Faculty Senate in the Fall of 2014.

iv. *Sexual Harassment*: Reviewed and provided Formal Advice to the Regulation on Responding to Complaints of Sexual Harassment, Sexual Misconduct and/or Discrimination on the Basis of Sex.

v. *FSIL*: Reviewed and provided Formal Advice on the Faculty Serious Illness and Parental Leave Policy.

vi. *Equity*: Reviewed and discussed data provided by the Equity Study Subcommittee. Comparison of ECU data (2012) to the Oklahoma Study of 75 US Universities. Statistics represented the percentage of tenure track and tenured faculty (Assistant, Associate, and Full Professor) who are women. Additional information will be presented to the Faculty Welfare Committee once formatting has been completed.

vii. *Drug Abuse*: Reviewed and discussed the Policy on Drug Abuse. Tabled completion of formal advice on the Policy until September 2014 meeting and further discussion with University Attorney.

viii. *Contingent Faculty*: Discussed the issue of the limited role that contingent faculty are permitted to play in faculty governance, with a subcommittee formed to consider possible recommendations to the Faculty Governance Committee and ultimately Faculty Senate.

5. Reports to the Faculty Senate (include dates and resolution numbers).

**December 3, 2013**

#13-97 Proposed revisions to the ECU Faculty Manual, Part VII. Section I.D.4. and Part XI, section I.VI. granting emeritus status to deserving deceased faculty upon request. *Status: Approved by the Faculty Senate, as presented. Approved by the Chancellor on January 17, 2014.*

#13-99 – Formal Faculty Advice on University Lactation Support Interim Regulation. *Status: Received with comment. Approved by the Chancellor on January 17, 2014.*

**February 4, 2014** (January 28, 2014 cancelled)

# 14-10 – Advice on University Regulation Concerning Weapons on Campus. *Status: Approved by the Faculty Senate, as presented. Approved by the Chancellor with comment: March 3, 2014.*

#14-11 – Advice on new and revised Interim Regulations Regarding HIPAA. *Status: Approved by Faculty Senate, as presented. Approved by the Chancellor: March 3, 2014.*

**April 15, 2014**

#14-10 – Formal Faculty Advice on the interim University Regulation Concerning Weapons on Campus proposed *addition* to the ECU Faculty Manual, Part XI, Section V. *Status: Approved by the Faculty Senate, as presented.*

#14-47 – Formal Faculty Advice on the Proposed Regulation on Responding to Complaints of Sexual Harassment, Sexual Misconduct, and/or Discrimination on the Basis of Sex. *Status: Approved by the Faculty Senate, as presented.*

#14-48 - Formal faculty advice on Faculty Serious Illness and Parental Leave Policy. *Status: Approved by the Faculty Senate, as presented.*

6. Business carried over to next year (list in priority order).
  - i. Formal Advice on the Policy on Drug Abuse. Tabled completion until September 2014 meeting and further discussion with University Attorney.
  - ii. Childcare Survey Data. Final presentation of data acquired through Childcare Survey of faculty, staff, and students.
  - iii. Contingent Faculty: Continue to explore the issue of whether faculty with contingent appointments are adequately and properly represented in faculty governance, with formal advice or recommendations presented to the Faculty Senate, as appropriate.
  - iv. Mentoring: Discussion and development of procedures to assist with the mentoring of new ECU faculty members.
7. Evaluation of the committee (include anything that hindered or assisted the committee's work during the year).
  - A. Charge: The committee restricted itself to its official charge of offering formal advice or recommendations on matters that relate to the welfare of the faculty as a whole, or to the welfare of segments of the faculty or particular faculty members. The committee accepted and made progress on all matters assigned by the Chair of the Faculty (Mark Sprague) and prepared formal reports for three sessions of the Faculty Senate, as well as taking initiative on other matters insofar as these clearly related to faculty welfare.
  - B. Personnel: The committee had adequate personnel for the conduct of the business of the committee, with reliable and helpful expert advice from ex-officio members and invited guests. Issues with the resignation of the co-chair of the FWC and reassignment of secretarial duties during the Spring 2014 semester provided challenges.
  - C. Attendance: Excellent. All meetings met quorum.
  - D. Responsibilities: The committee met its responsibilities and took a pro-active approach to concerns related to faculty welfare.
  - E. Activities: The committee met monthly (with the exception of January), researched and reviewed proposals for reform to existing University policies as well as proposals for the institution of new University policies or procedures when related to faculty welfare, with all proposals

subjected to careful discussion and reflection before offering advice or resolutions to the Faculty Senate.

8. Suggestion(s) to the Chair of the Faculty and/or Faculty Senate for improving the effectiveness of the committee. (none)
9. Does the Committee's organizational meeting next year need to be earlier than the date set this year? (No) If yes, when do you prefer: \_\_\_\_\_

Signed: Chairperson Dr. Linda Crane Mitchell

Secretary: Eric Horsman (Fall 2013)  
Amanda Klein (Spring 2014)  
Karen Mulcahy(February-April)