

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

**2015-2016 Academic Year
COMMITTEE: Faculty Welfare**

1. Membership (include ex-officio members).

Regular Members: Melissa Nasea, Alexandra Shlapentokh, Susan Pearce (Vice Chair), Jinling Huang, Jan Mayo, Hong-Bing Su, Jacqueline De Chabert-Rios (Chair), Chris Duffrin

Ex-officio members: Lisa Hudson, Wendy Sergeant, Melissa Bard, David Loy, Andrew Bowers, Pamela Hopkins

2. Meeting Dates

(include members present and those who contributed to committee action, but were not at the meeting)
September 10, 2015

Regular Members Attending: Melissa Nasea, Susan Pearce, Jinling Huang, Jan Mayo, Hong-Bing Su, Jacqueline De Chabert-Rios, Chris Duffrin. Ex-Officio Members in Attendance: Melissa Bard, Wendy Sergeant, Lisa Sutton-Hudson, David Loy, Andrew Bowers. Others in Attendance: Donna Kain, Lori Lee, Bob Kulesher

October 8, 2015

Regular Members Attending: Jacqueline De-Chabert-Rios, Chris Duffrin, Jan Mayo, Melissa Nasea, Susan Pearce, Alexandra Shlapentokh. Ex-Officio Members in Attendance: Wendy Sergeant, David Loy, Pamela Hopkins. Others in Attendance: Lori Lee

November 12, 2015

Regular Members Attending: Melissa Nasea, Susan Pearce, Jinling Huang, Jan Mayo, Alexandra Shlapentokh, Jacqueline De Chabert-Rios, Chris Duffrin. Ex-Officio Members in Attendance: Melissa Bard, Wendy Sergeant, David Loy, Andrew Bowers. Others in Attendance: Lori Lee, Bob Kulesher

December 10, 2015

In attendance: Melissa Nasea, Jinling Huang, Jacqueline De Chabert-Rios, Susan Pearce. Ex-Officio Members in Attendance: Lisa Hudson, Melissa Bard, Wendy Sergeant, Pamela Hopkins. Others in Attendance: Lori Lee, William Thomas

January 14, 2016

In attendance: Jacqueline De-Chabert-Rios, Chris Duffrin, Melissa Nasea, Susan Pearce, Alexandra Shlapentokh, Jinling Huang. Ex-Officio Members in Attendance: Wendy Sergeant, Pamela Hopkins. Others in Attendance: Lori Lee, Keisha Brown-Fuller, Sara Lilley

February 11, 2016

In attendance Jacqueline De-Chabert-Rios, Chris Duffrin, Jan Mayo, Melissa Nasea, Susan Pearce, Alexandra Shlapentokh. Ex-Officio Members in Attendance: Melissa Bard, Lisa Hudson, David Loy, Pamela Hopkins. Others in Attendance: Lori Lee, Jack McCoy, Dorothy Muller

March 17, 2016

In attendance: Jacqueline De-Chabert-Rios, Chris Duffrin, Melissa Nasea, Susan Pearce, Alexandra Shlapentokh, Jinling Huang, Jan Mayo. Ex-Officio Members in Attendance: David Loy, Wendy Sergeant. Others in Attendance: Lori Lee, Travis Lewis, Malorie Porter

April 14, 2016

In attendance: Jacqueline De-Chabert-Rios, Chris Duffrin, Melissa Nasea, Alexandra Shlapentokh, Jan Mayo. Ex-Officio Members in Attendance: Pam Hopkins, Wendy Sergeant, Melissa Bard. Others in Attendance: Lori Lee, Kate Scarabelli, Alan Taylor, Margaret Stridick

3. Subcommittees established during the year (include progress and/or completion of work).
None.
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.
 - a) Emeritus Faculty: The committee received a report on benefits available to emeritus faculty provided by other 15 UNC universities. A survey was drafted to poll ECU emeriti faculty to assess the benefits that they would most need or appreciate, with committee input. Survey will be launched in the summer of 2016.
 - b) The committee received a report on past surveys and efforts to establish a child care center on the ECU campus, gathered information on the current state of the proposal, and will continue to gather information and support efforts to move forward on a proposal if deemed needed by faculty, staff, and students. The committee also received a report by a group of faculty and students currently working on a survey of parenting and pregnant students to determine their needs for support on campus. Efforts are to determine what services may be needed to serve this group to increase retention and graduation rates. Support for pregnant students is a Title IX requirement.
 - c) ECU's official Volunteer Regulation was reviewed, and the committee recommended edits to the policy. A specific recommendation was made that this be standardized and clearly communicated to all faculty with clear and concise guidance by the appropriate office.
 - d) In response to an issue raised by a faculty member, the committee heard a report from William Thomas of the ECU library on Blackboard Ownership of Distance Education Materials. He clarified that faculty retain copyright on normal course materials; if it is in your contract that you work for hire, the university owns the material (in section 5.4), and the university claims the right to use your works, e.g. PowerPoint, such as when you are out sick. He stated that he will look into it how a faculty member can appeal if their work was used in an unauthorized way.
 - e) The committee recommended an amendment to the Faculty Manual Part VI, Section V.III. to ensure more diversity in the appointment of the Mace Bearer.
 - f) After reviewed by UNC-GA, the committee approved the Leave Policy for Twelve-Month Faculty was approved by the Faculty Senate following recommended edits by Faculty Welfare Committee, particularly to ensure that benefits are standardized across all twelve-month faculty. Policy forwarded to Faculty Senate.
 - g) The committee reviewed the Regulation on Information Security and recommended edits, and forwarded to the Faculty Senate for approval.
 - h) Responding to distressed students: the Committee heard information from ECU Counseling Center staff on Associate Dean of Students and Malorie Porter, Title IX Compliance Officer presented on programs at ECU to assist distressed students, faculty, and staff. Both offices will be preparing and disseminating materials to faculty to better explain various processes and support they have available when interacting with students and faculty at ECU who may have support needs. Specific requests were voiced to explain in clear terms when faculty and staff are required or mandatory reporters when interacting with others and determining potential harm to self or others, or sexual violence has or may occur.
 - i) Faculty Mentoring Program: The committee heard a report on the first year of the pilot program and voiced support for the program to to continue moving forward.
 - j) Centralizing mandatory training: The committee will formally request that there be a coordinated inventory of mandatory training for each faculty member in Cornerstone or a similar system. It might

be a personal training portfolio. The motion was tabled for revision and will be re-visited in the fall after re-write.

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

October 6, 2015

On behalf of the committee, a representative raised a question to the chancellor on the floor of the Senate regarding the status of a future women's center for ECU. The chancellor responded that this was among multiple priorities that the university was needing to weigh at the moment.

December 1, 2015 *Accepted by the Chancellor January 7, 2016*

#15-101 Amend the Faculty Manual Part VI, Section V.III. to ensure more diversity in the appointment of the Mace Bearer. The new section will read "III. Mace Bearer - The mace bearer is a faculty member who leads University ceremonial events such as graduation and Founder's Day processions. The eligibility requirements to be appointed East Carolina University's mace bearer include: •Senior faculty member in terms of years of service, •Holds a full-time faculty position with East Carolina University, and •Is not a unit administrator or an individual with one half or more of his/her load assigned to administrative duties.

The Associate Vice Chancellor for Human Resources prepares a list of the most senior faculty members in terms of years of service to the University and notifies the Chancellor and Chair of the Faculty. The Chancellor makes the appointment. The Chancellor makes this appointment taking diversity of the University community into consideration. If there is more than one qualified individual, the responsibility of the position should rotate annually among them. (FS Resolution #10-14, February 2010)"

February 23, 2016 *Received by the Chancellor April 1, 2016*

#16-14 Regulation on Information Security presented to and approved by the Faculty Senate. Chancellor recommended one deletion, which was approved by the Faculty Welfare Committee.

March 15, 2016 *Received by the Chancellor March 24, 2016*

#16-23 Leave Policy for Twelve-Month Faculty was approved by the Faculty Senate following recommended edits by Faculty Welfare Committee, particularly to ensure that benefits are standardized across all twelve-month faculty.

6. Business carried over to next year (list in priority order).

- a) Annually appoint a regular voting faculty member to serve as a member of the University Administrative EHRA Personnel Policies Committee.
- b) Finalize resolution on faculty training.
- c) Continue review of proposed Volunteer Regulation and prepare formal faculty advice to the Faculty Senate.
- d) Faculty mentoring: Continue to monitor the work of the two-year pilot Faculty Mentoring program with the Office for Faculty Excellence.
- e) Childcare facilities: Consider what steps, if any, should be taken to encourage further discussion on an University childcare facility open to faculty, staff, and students.
- f) Formal advice on the revision to the Policy on Drug Abuse: Tabled until fall 2016 and further discussion with University Attorney. Faculty responses to distressed students: Further discussion on what information should be disseminated to faculty on intervention strategies for students who report violence or express statements that they intend to do harm to themselves and faculty reporting responsibilities; also how and when to disseminate it to faculty.
- g) Review results of survey presented to retired faculty over the Summer and decide how best to proceed.

7. Evaluation of the committee (include anything that hindered or assisted the committee's work during the year).
 - A. Charge: The committee followed its charge. The committee accepted and made progress on all matters assigned by the Chair of the Faculty (John Stiller) and prepared formal reports for three sessions of the Faculty Senate.
 - B. Personnel: The committee had adequate personnel for the conduct of the committee business, with reliable and helpful expert advice from ex-officio members and invited guests.
 - C. Attendance: Excellent. All meetings met quorum.
 - D. Responsibilities: The committee met its responsibilities and took a proactive approach to topics of concern related to faculty welfare.
 - E. Activities: The committee met monthly, researched and reviewed proposals for reform to existing University policies or procedures related to faculty welfare, subjected all proposals to discussion and reflection before offering resolutions or reports 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

Signed: Chairperson Jacqueline De Chabert-Rios

Secretary Chris Duffrin