COMMITTEE: Faculty Welfare Committee

MEETING DATE: February 13, 2014 @ 3:00 pm

PERSON PRESIDING: Linda Crane-Mitchell

REGULAR MEMBERS IN ATTENDANCE: Susan Pearce, Rachel Roper, Melissa Nasea, Alexandra Shlapentokh.


OTHERS IN ATTENDANCE: None.

ACTIONS OF MEETING

Agenda Item: Approval of the revised minutes from the December 12, 2013 meeting

Discussion: Rachel Roper offered suggestions via email and stated them out loud during the meeting.

Action Taken: Motion to approval of revised minutes by M. Nasea, 2nd by S. Simpson. Approved.

Agenda Items: Senate Resolutions (December 3, 2013)

- Revision to ECU Faculty Manual. Part VIII, Section 1.D.4 and Part XI, Section 1.VI – granting emeritus status to deserving deceased faculty upon request – Approval

- Faculty Advice on University Lactation Support Interim Regulation (received with comment)

Agenda Items: Senate Resolutions (January 28, 2014 cancelled) (February 4, 2014)

- Resolution #14-10 – advice on University Regulation Concerning Weapons on Campus – approval
  Professor Linda Crane-Mitchell (Child Development and Family Relations), Chair of the Committee presented first formal faculty advice on proposed University Regulation Concerning Weapons on Campus. There was no discussion and the proposed University Regulation Concerning Weapons on Campus was approved and will be forwarded to the Chancellor as formal faculty advice

- Resolution #14-11 – advice on new and revised Interim Regulations Regarding HIPAA – approval
  Professor Crane-Mitchell then presented formal faculty advice on new and revised Interim Regulations Regarding HIPAA.
  Professor Eason (Nursing) asked if these revisions included the stated “HIPA-HT” and what was now required. Professor Roper (Medicine/Member of the Committee) replied yes, these changes put the University in compliance with all HIPA regulations.
  Following a brief discussion, the new and revised Interim Regulations Regarding HIPAA were approved as presented and will be forwarded to the Chancellor as formal faculty advice.

**Agenda Item:** Sexual Harassment (memo from Mark Sprague) Formal Advice Requested

**Discussion:** Discussion of the document, Regulation on Responding to Complaints of Sexual Harassment, Sexual Misconduct and/or Discrimination on the Basis of Sex.

Suggested changes to document:
- Add under Additional References a link to clarify “Clery” mentioned in section 7. Educational Programs
- Correction of typographic errors. 2.1.2 – remove “I” before considered, in second sentence. 2.7.3.2 Fourth sentence, add comma after “conduct is unwanted”. 5.3.2 Add space between “the” and “Complainant”. Correct variable font size.

**Action Taken:** Tabled until March meeting when it will be top priority.

**Agenda Item:** Faculty Serious Illness and Parental Leave (Formal Advice)

**Discussion:** Review and approval of indicated changes. Suggestions for additional changes: add “family” in 3.4.1 and 3.4.3 “a documented medical or family need” Reorganization of 3.4.2 for clarity. Additional corrections were made subsequent to FCW approval that do not change the meaning of any part of the document to add reference URL for ECU Human Resources Benefits under Additional Benefits as it was not present and spell check review for capitalization, extra spaces and punctuation. Document submitted with minutes to FWC chair.

**Action Taken:** Motion to accept the document with indicated changes by M. Nasea, 2nd by John Given.

**Agenda Item:** Safety (Emergency Procedures)  Susan Simpson

**Discussion:** Request by S. Simpson for continued review of Emergency Procedures by FWC members and suggestions be forwarded to her for compilation.

**Action Taken:** Tabled until March meeting.

**Agenda Item:** Campus childcare update (Linda Crane Mitchell)

**Discussion:** Report revision; meeting with IPAR to revise survey and put into Qualtrics; scheduled to be disseminated in March; results at the April meeting

**Action Taken:** Information only, no action required.

**Agenda Item:** Equity Study (Rachel Roper/ Susan Pearce) Jason Brinkley
Discussion: FWC received data from IPAR in 2013. Rachel prepared statistics on the percent of tenure track and tenured faculty (Assistant, Associate and Full Professor) who are women by department. Susan prepared statistics on the percent of tenured faculty (Associate and Full Professor) who are women. Excel Tables were prepared comparing ECU data (2012) to the National “Oklahoma Study” of 75 US universities (including 10 peer institutions) by the CIP code ECU uses, where it could be identified, and by name or field of the departments. Up to 3 comparisons are shown per department. Susan pointed out that some data have low numbers for comparisons and comparisons are not exact because different universities use different CIP codes, and departments may be organized or combine fields of study differently at different institutions. These data provide insight into gender compositions at ECU and nationally, but cannot be viewed independently of other department data and history. Additionally some data need to be corrected in IPAR. At least 13 departments have 5% points fewer women than national averages. Presentation and discussion of methodology. Committee suggested clarification of which faculty are included in study by document title change. Roper may request clarification from department chairs for CIP codes employed by ECU and faculty numbers per department. Jason Brinkley, Assistant Professor, has been added to the FWC and will help analyze faculty IPAR data. Rachel sent data to him February 10th.

Action Taken: none at this time. Rachel and Susan will format the tables and send to the FWC

Agenda Item: Equity in Salary (Rachel Roper /

Discussion: Donna Payne (ECU lawyer) spoke with Rachel Feb 7th and said that the RFP for a faculty salary equity study is in materials management now. Donna sent the RFP to Rachel and indicated that she (Donna) needs to make some changes to it before it is made public.

Action Taken:

Agenda Item: Contingent appointments (John Given / Karen Mulcahy / Lisa Sutton)

Discussion: (update from subcommittee) No updates to report.

Action Taken: none at this time.


Agenda Item: Drug Abuse Policy

Discussion: (10/10/13) Contact with University Attorney’s office for clarification (Killingsworth)
- Follow-up for March meeting

Action Taken: Will invite Drug Abuse Policy representative to the meeting in March

Agenda Item: Other items: Report by Lakesha Alston.

Discussion: In preparing to present OED report on faculty diversity to faculty senate as approved by senate resolution 13-35, IPAR does not have the requested information at this time. The faculty data part of the diversity report cannot be prepared at this time.

Action Taken: Information only.
Agenda Item: Other items: dates and times requested for March and April FWC meetings.

Discussion: March 20\textsuperscript{th} meeting will be from 2:30 to 4:00PM (time changed to accommodate another meeting in Faculty Senate committee meeting room). April 10\textsuperscript{th} meeting will be held from 3:00 – 5:00PM.

\textbf{NEXT MEETING:} March 20, 2014 @ 2:30 Brewster B-104

\textbf{ITEMS TO BE DISCUSSED:} Sexual Harassment document, Safety (Emergency Procedures), Drug Abuse Policy.

Karen Mulcahy