COMMITTEE: Faculty Welfare Committee

MEETING DATE: March 20, 2014 @ 2:30 pm

PERSON PRESIDING: Linda Crane-Mitchell

REGULAR MEMBERS IN ATTENDANCE: Jason Brinkley, Linda Crane-Mitchell, Susan Pearce, Rachel Roper, Melissa Nasea (secretary), Alexandra Shlapentokh

EX-OFFICIO MEMBERS IN ATTENDANCE: Lisa Sutton, Susan Simpson, Karen Mulcahy (secretary), John Given

OTHERS IN ATTENDANCE: Lori Lee, Kristen Bonatz

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ACTIONS OF MEETING

Agenda Item: Approval of the minutes from the February 13, 2014 meeting

Action Taken: Motion to approve the minutes by S. Simpson. 2nd by R. Roper. Approved.

Agenda Item: Faculty Welfare representative on the Administrative EPA Personnel Policies Committee. Committee meets twice monthly on Wednesday from 1:30-2:30 p.m. in the H.R. Conference room.

Action Taken: The representative has a vote. Many of the approved policies come to Faculty Welfare. M. Nasea agreed to be the representative. S. Simpson agreed to be the alternate. L. Lee will inform Committee chair Ruth Ann Cook.

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

- Resolution #14-10 – advice on University Regulation Concerning Weapons on Campus – approval
  Approved by Faculty Senate: February 4, 2014
  Approved by Chancellor Ballard with comment: March 3, 2014

- Resolution #14-11 – advice on new and revised Interim Regulations Regarding HIPAA – approval
  Approved by Faculty Senate: February 4, 2014
  Received and approved by Chancellor Ballard: March 3, 2014

Action Taken: Information only, no action required.

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

Discussion: (2-13-14) 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.
- Tabled until March meeting.

Discussion: Additional suggested changes
- Add under Related Policies a reference to Faculty Manual Part XII, Section II. http://www.ecu.edu/cs-acad/fs-online/customcf/currentfacultymanual/part12section2.pdf
- Add new 2.4 “Employee – An employee is an administrator, EPA, SPA, or student worker.” Renumber section 2.
- 2.7.1 Change “activities.” to “activities, discrimination in hiring/admissions, performance evaluations, and access to university resources.”
- 2.7.3.2.c. Change “Constitution.” to “Constitution, has a reasonable academic purpose as outlined in the course syllabus, or is part of identifiable scholarship activities.”
- 4.3 Change “behavior to allow” to “behavior to the Office of Equity and Diversity to allow”
- Correction of typographical errors: 4.1 Change “A Student” to “a Student”; 4.2 Change “A University” to “a University”; 6.6 Change “Coordinator, and” to “Coordinator, and”

Action Taken: Motion to approve the document as amended by M. Nasea. 2nd by J. Given. Approved

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

Discussion: (2-13-14) 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.

Discussion: R. Roper discussed John Howard’s comments. L. Sutton discussed how this policy is related to the FMLA. Reviewed document, made some changes, and noted that indentation needed to conform to the PRR format.

Action Taken: Motion to approve the document as amended by S. Simpson. 2nd by R. Roper. Approved

Agenda Item: Safety (Emergency Procedures) Susan Simpson

Discussion: (2-13-14) Request by S. Simpson for continued review of Emergency Procedures by FWC members and suggestions forwarded to her for compilation. Tabled until March meeting.

Action Taken: Tabled until April meeting

Agenda Item: Campus childcare update (Linda Crane Mitchell)

Discussion: IPAR approval; child care survey dissemination March 17-28, 2014. Stratified random sample of 5000 (faculty, staff, and students).

Action Taken: Tabled until April meeting when final report and analysis will be presented
Agenda Item: Contingent appointments (John Given / Karen Mulcahy / Lisa Sutton)

Discussion: Subcommittee will write a letter to the Faculty Governance Committee.

Action Taken: None taken


Agenda Item: Drug Abuse Policy Review

Discussion: The Committee would like an attorney to be present when this is discussed.

Action Taken: Tabled until April meeting

Agenda Item: Annual Report to the ECU Faculty Senate, from the Office for Equity and Diversity, March 2014

Action Taken: Tabled until April meeting

NEXT MEETING: April 10, 2014 (3-5 pm)

ITEMS TO BE DISCUSSED: Safety (Emergency Procedures); Campus childcare update; Contingent appointments; Drug abuse policy review; Annual Report to the ECU Faculty Senate, from the Office for Equity and Diversity