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MEMORANDIUM

TO: Marilyn Sheerer, Provost & Senior Vice Chancellor for Academic & Student Affairs
Phyllis Horns, Vice Chancellor for Health Sciences
Deirdre Mageean, Vice Chancellor for Research & Graduate Studies
Marianna Walker, Chair of the Faculty

FROM: Katrina DuBose, Chair of the Faculty Welfare Committee *Katrina DuBose*

DATE: April 13, 2010

Subject: Faculty Serious Illness & Disability Leave Policy Changes

Given the continued interest by the faculty regarding the proposed changes to the current Faculty Serious Illness & Disability Leave Policy (FSIL), the Faculty Welfare Committee has continued to examine the FSIL policy. One concern expressed was regarding the financial burden on the departments for providing funding to replace the faculty member who requested leave. We recommend adding the following statement to section 4.5.1 of the FSIL policy (highlighted text is the new statement to be added):

4.5.1 The unit administrator is responsible for securing, to the extent possible, substitute personnel for the duration of the faculty member's approved leave (with or without pay). The cost of the substitute personnel is the responsibility of the academic unit. "If the academic unit cannot secure funding, then the unit administrator is responsible for requesting the necessary funding from the next higher level of administration, up to the level of the appropriate Vice Chancellor." Any adjustments in work schedules within the unit are at the discretion of the unit administrator, with the approval of the next higher administrator, and are subject to unit and institution needs and resources.

We believe that this addition to the FSIL policy clarifies how funding for replacement personnel will occur and may also reduce the perception that a lack of funding at the academic unit level would affect whether the leave is granted or not.

We encourage you to incorporate this suggestion into the new FSIL policy. This item is on the agenda for the Faculty Senate meeting in April, but I would be happy to meet with you beforehand if needed.

cc: Lori Lee