FACULTY WELFARE COMMITTEE

MEETING DATE: 12/09/99

PERSON(S) PRESIDING: Beth Winstead,

ACTIONS OF MEETING

Description of action: Approval of Minutes of November 11, 1999 Meeting. The minutes of the November 11, 1999 meeting of the Faculty Welfare Committee were approved without correction.

Description of action: Unit Informal Leave Policies Survey. The Unit Informal Leave Surveys were distributed to chairs and unit heads after the 11/11/99 meeting. B. Winstead reported that 24 completed surveys had been returned as of 12/09/99. The surveys were due by 12/08/99 and more may be received.

Assigned Additional Duties To: B. Winstead and M. Felts.

Completion Date/Follow-Up Required: Collate survey results and report results to committee at 01/13/2000 meeting.

Description of action: Faculty Disability Issues. At the 11/11/99 meeting, the committee discussed the June 8th, 1999 memo from Chancellor Richard Eakin that outlined procedures to file grievances under the Americans with Disabilities Act.

The committee passed a recommendation that this letter be resent to faculty members, placed on the EEO office's website, or incorporated into the faculty manual.

B. Winstead reported that this memo was actually a draft sent to the Chair of the Faculty Senate -- Brenda Killingsworth. No further action had been taken on the memo, and it was not distributed to faculty members. Committee recommends that this memo be distributed to all faculty members.

Assigned Additional Duties To: B. Winstead.

Completion Date/Follow-Up Required: Check with EEO Office/Chancellor's Office to have this memo mailed to faculty members.

Description of action: Document "Requesting a Leave of Absence". This document was given to the committee at the 11/11/99 meeting for endorsement. The committee voted to table discussion until background information on the document could be obtained. B. Winstead reported that this document originated from the Faculty Grievance Committee. The Faculty Manual does not specify a formal process to be followed when applying for a leave of absence. This document specifies a formal procedure and will be included in the Faculty Manual. Committee voted to request further background information before endorsing the document. Specifically, information as to why it is now deemed necessary to implement a formal policy.

Assigned Additional Duties To: B. Winstead

Completion Date/Follow-Up Required: Request more
information from Faculty Grievance committee for
01/13/2000 meeting.

Description of action: Harassment Policies and Procedures.
B. Winstead reported that EEO Office only covers
discrimination based on race, sex, religion, etc. and as such
does not specifically cover harassment of a faculty member
by a student. However, this issue is addressed in the Code
of Conduct for students that appears in the Clue Book.
Committee voted to recommend that this code be publicized
to faculty members. This may be accomplished by either
including this policy in the Faculty Manual, or having the on-
line Faculty Manual contain a link to the on-line version of
the Code of Conduct.

Assigned Additional Duties To: B. Winstead

Completion Date/Follow-Up Required: Send this
recommendation to the Faculty Senate.

Description of action: E-Mail Access for Retired Faculty.
Committee began discussion of issue of permanent free e-
mail access for retired faculty members. Since this would be
subject to availability, questions arose as to the impact this
would have on ECU's e-mail facilities.

Assigned Additional Duties To: B. Winstead

Completion Date/Follow-Up Required: Contact CIS for their
feedback on how this may impact their e-mail systems in the
future.

Description of action: Follow-Up on Need to Assist Faculty
as Result of Hurricane Floyd Damage. S. Mixon reported
that one non-tenured tenure-track faculty member was
severely affected by the flooding. Discussion in committee
brought up the point that this may have an impact on a
faculty member's research that may not be evident this year.
Committee voted to pass along the recommendation that
"Faculty members affected by Hurricane Floyd be given due
consideration with respect to performance evaluation,
promotion, and tenure".

Assigned Additional Duties To: B. Winstead

Completion Date/Follow-Up Required: Pass along
recommendation to Faculty Senate.

Description of action: Adjournment. Faculty Welfare
Committee adjourned at 3:58pm.

NEXT MEETING DATE: January 13, 2000