FACULTY WELFARE COMMITTEE

MEETING DATE: 01/13/00

PERSON(S) PRESIDING: Beth Winstead, Chairperson of the Faculty Welfare Committee

REGULAR MEMBERS IN ATTENDANCE:
Michael Felts
Michael Hayden
Elizabeth Layman
Ken MacLeod
Alexandra Shiapentokh
Beth Winstead

EX-OFFICIO MEMBERS IN ATTENDANCE
None

ACTIONS OF MEETING

Description of action: Approval of Minutes of December 9, 1999 Meeting. The minutes of the December 9, 1999 meeting of the Faculty Welfare Committee were approved without correction.

Description of action: Unit Informal Leave Policies Survey. M. Felts reported on the results of the Unit Informal Leave Policies Survey. Twenty-five completed surveys were returned with 17 indicating that the adoption of a formal policy would be desirable, 8 not believing that such a policy is needed. In response to comments in a memo from George Bailey, the committee decided to check on and clarify the actions that ECU may take in response to an employee being absent due to illness. Depending on the answers, it may be sufficient to publicize this information, rather than drafting a formal policy.

Assigned Additional Duties To: B. Winstead

Completion Date/Follow-Up Required: Contact Stewart Mixon to check 1) the legality of ECU charging an absent employee to compensate their unit for coverage of the absent employees duties, 2) when medical leave kicks-in for an employee, and 3) whether ECU may withhold the pay of an employee absent due to illness. Refer findings to the committee and perhaps pass on to the administration.

Description of action: Document "Requesting a Leave of Absence". B. Winstead reported that she had met with Brenda Killingsworth, Chair of the Faculty Senate, but that B. Killingsworth had not gotten back to her regarding this issue.

Assigned Additional Duties To: B. Winstead.

Completion Date/Follow-Up Required: Contact B. Killingsworth to remind her that the committee still needs background information on this issue before it can proceed.

Description of action: Harassment Policies and Procedures. B reported that she had met with Brenda Killingsworth, Chair of the Faculty Senate, but that B. Killingsworth had not gotten back to her regarding this issue. The EEO office has revised their web site to include the ADA guidelines. A letter will be sent to employees, waiting for B. Killingsworth.
Description of action: E-Mail Access for Retired Faculty. B. Winstead reported that she had contacted CIS and they would not discuss the issue until after January 1st, 2000 (Y2K).

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: Adjournment. Faculty Welfare Committee adjourned at 3:48pm.

NEXT MEETING DATE: February 10, 2000