

Faculty Senate Meeting
April 20, 2010
NEW BUSINESS

FACULTY WELFARE COMMITTEE REPORT

Action on revisions to many items in the *ECU Faculty Manual*, Part V. Academic Information, Section II. Academics was taken by the Faculty Senate in February 2010 and Chancellor Ballard in March 2010 (FS Resolution #10-15).

Additional suggested revisions to Section II. C. Emergency Action Plan are noted below in bold print.

II. Academic Facilities

Revise and maintain in the Faculty Manual.

C. Emergency Notification & Actions

The University has established an Emergency Notification System called ECU Alert. Through ECU Alert, the campus community is warned of dangerous situations and receive emergency action instructions through email, pop-up box, web page, tone, text and voice through VOIP phones, scroll bars on plasma screen displays, outdoor speaker system, text messaging and Tweets. Faculty should establish several ways to receive these alerts and emergency action instructions. Initial Alerts, emergency instructions and follow-up information will be posted on line at www.ecu.edu/alert. Faculty must become familiar with exit routes as well as shelter-in-place procedures for their classroom/s and building/s. Once an alert has been issued, it is the responsibility of Deans, Department Heads and Vice Chancellors to verify that all units have received and are following the Alert instructions.

~~C. Emergency Action Plan~~

~~Once notified of an emergency, the appropriate vice chancellor will inform the unit heads who will notify department chairs. The department chairs are responsible for notifying their faculty who will inform students in the classroom buildings of the specific emergency and what actions should be taken. If the emergency is one that requires people to stay away from the campus, the appropriate vice chancellor will notify all faculty off campus not to come on campus until the emergency is over.~~

Proposed New Section in the Faculty Manual.

D. Emergency Evacuation Procedures

Faculty have responsibility for familiarizing themselves with emergency plans for their unit and are expected to assist with and encourage complete building evacuation whenever the fire alarm system is activated or when instructed to do so through other means of notification. Faculty are expected to inform students in the classroom buildings of the specific emergency and what actions should be taken. Attempts should not be made to fight a fire unless trained in the proper use of fire-fighting equipment. Faculty are not expected to place themselves in a position that will compromise their safety. Once safely outside the building

faculty should remain with their class, identifying any missing students and provide names and any other pertinent information to ECU Police or Greenville Fire Rescue.

FACULTY WELFARE COMMITTEE REPORT

Proposed revisions to the *ECU Faculty Manual*, Part VI. Section VII. C. Serious Illness and Disability Leave for Faculty Policy

Revise and maintain in the Faculty Manual. Revise actual policy and relocate to the University Policy Manual.

C. Faculty Serious Illness and Parental Leave Policy

This policy provides leave with pay for eligible faculty for cases of serious health conditions, maternity leave, or parental leave as defined by the Family and Medical Leave Act. See the *University Policy Manual* for more information.

~~C. Serious Illness and Disability Leave for Faculty Policy~~

~~The purpose of this policy is to provide permanent faculty who do not currently earn sick leave with paid leave for cases of a serious health condition, maternity leave, or parental leave as defined under the Family and Medical Leave Act (FMLA). The purpose of this policy is also to coordinate leaves granted under federal and state acts such as the FMLA [29 U.S.C. § 2601, et seq.], the North Carolina Family Illness Act (NCFIA) [SB1115, Section 28.3B], and the UNC Policy on Serious Illness and Disability Leave for Faculty [UNC Policy 300.2.11(G)]. All three policies cover the same serious health conditions, maternity leave or parental leave. This policy supplements the FMLA and NCFIA to provide for a period of paid leave rather than such leave being unpaid. This policy does not apply to brief absences of 14 calendar days or less that are usually accommodated informally. This policy is intended to apply to short-term and intermediate-term disability of up to one year. Exceptional cases may be considered by the University. All eligible East Carolina University faculty members with a medically verifiable serious health condition as defined below are covered under this policy. The review by university administrators focuses exclusively on verifying the documentation of the condition~~

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~~X. Effective Date~~

~~This policy shall become effective immediately upon approval by the Board of Trustees of East Carolina University and shall supersede any previous authority granting leave for faculty, if any. (Approved: May 6, 2005, East Carolina University Board of Trustees)~~