

## **Faculty Welfare Committee**

March 3, 2014, 10 a.m.

Carr 200b

### **Meeting Minutes**

Members in attendance: Donna Bickford, Tim Ives (chair), Kelly Giovanello, Ashley Nicklis (Senior Director of Benefits and Work-Life, Human Resources), Christine Stachowicz and Deborah Stroman

Others in attendance: Shelby Dawkins-Law (Faculty Governance graduate assistant), Kathryn Turner (Faculty Governance Executive Assistant) and Anne Whisnant (Deputy Secretary of the Faculty)

### **Approval of Meeting Minutes**

Meeting minutes from February 2, 2014 were approved.

### **Updates on the State Health Plan**

Ms. Nicklis reported that the State Health Plan is still working to fix problems with the enrollment platform. She is working with General Administration to consider different plan offerings that the University could consider offering that satisfy requirements under the Affordable Care Act. She said there have been discussions on whether temps and adjuncts meeting the 30 hour, full-time threshold should be eligible for the State Plan or if there are other plan options. She added that she is unsure what the State Health Plan is going to do for future wellness initiatives.

Prof. Ives said the committee has offered to advise the Provost on the implementation of the Affordable Care Act. He reported that the Faculty Assembly is planning to create its own proposal for coverage for adjunct faculty and lobby the General Assembly.

Ms. Nicklis said that we might know more in the next two months about whether the legislature will support the proposed plan.

Prof. Ives said that the Faculty Assembly will consider the proposal at this month's meeting. The Faculty Welfare Committee Chairs listserv is generating discussion regarding adjunct hours, childcare issues, and faculty workload. Prof. Ives asked Prof. Stroman if she would like to talk about the article she circulated regarding adjunct hours.

Ms. Nicklis added that General Administration plans to keep their working definition of what constitutes full-time adjunct employment, which is three hours for every hour in the classroom. She said that definition is more generous than the definition put forward in the Treasury Department's guidelines.

Prof. Stroman asked if the legislature would have input on the decision about how to define adjunct hours.

Ms. Nicklis said that it is General Administration's decision and the campuses are moving forward with implementing coverage under the current definition. There are still questions about how UNC Chapel Hill uses adjuncts across different departments.

Prof. Stroman asked if the committee should talk about titles of fixed-term faculty and adjuncts.

Dr. Bickford said that she sent questions to the Office of Academic Personnel regarding the number of adjuncts on campus and how they are recruited. She circulated the responses from the Director of Academic Personnel Gwen Burston to the committee. (See Appendix A.)

Dr. Whisnant suggested holding a joint meeting with the fixed-term faculty committee regarding the adjunct title issue. She said they are putting together a proposal for another title for the lecturer series that would incorporate “teaching professor” into the titles for the third tier fixed-term faculty on the lecturer track.

Prof. Giovanello said she thought titles for adjuncts aren’t used consistently across schools and departments.

Prof. Stroman said there are “adjunct assistant professors” and there are “clinical assistant professors” who are fixed-term.

Prof. Giovanello said that in her department those titles are used to distinguish a faculty member’s primary duties: research, teaching and clinical.

Dr. Whisnant said that those titles are used differently in other areas of the university.

Prof. Ives said that there are other issues with adjuncts that may become apparent once the new state budget is determined. He said that adjuncts may be the first to be eliminated and if that is the case, faculty will have to absorb the workload. He suggested that the committee draft a letter to Provost Dean.

Ms. Stachowicz asked what the goal of the letter would be.

Prof. Ives replied that the committee would seek clarity about the definition of adjuncts and their roles across units and schools.

Prof. Stroman asked if the committee should also support the Committee on Fixed-term Faculty’s efforts.

Ms. Nicklis said that any letter from the committee should consider broader issues with regard to adjuncts beyond healthcare cover under the Affordable Care Act. She added that the way departments classify adjuncts has been a long-standing issue.

Prof. Ives asked Dr. Whisnant if she could send the committee the most basic definitions.

Dr. Bickford asked if schools have their own written guidelines.

Dr. Whisnant said she wasn’t sure but she could reference the Chair’s manual in the College to see how the College defines adjuncts.

Prof. Ives said once we get the broad definitions, it may be easier to understand how individual departments and schools apply the definition.

Prof. Giovanello asked what it means to be a “part-time” adjunct faculty member when the idea of “adjunct” implies part-time work.

Ms. Nicklis replied that the initial idea behind creating the category “adjunct” is that adjuncts should not be full-time. She added that, like many other large universities, UNC Chapel Hill has grown to have full-time adjuncts.

Dr. Bickford said that "[Faculty Ranks, Appointment Tracking, and Working Title Guidelines](#)" on the Office of Academic Personnel website clarifies a broad definition for each category. It also states there is a promotional path, but guidelines for the promotion of adjuncts aren't available.

Prof. Ives said that determining hours for adjuncts who have primary appointments in different departments can be tricky, especially when research is funded through the department where one is classified as an adjunct.

Ms. Nicklis said that in some places adjuncts are clinical or research, but are not teaching. Adjuncts in health affairs, the College and the professional schools perform different duties.

Prof. Ives said he will draft a letter to circulate to the committee.

Prof. Giovanello said that we should carbon copy the Committee on Fixed-Term Faculty chair.

Ms. Stachowicz suggested we contact the chair, Prof. Adam Persky, before drafting the letter.

Dr. Bickford suggested the letter come from both committees.

### **Annual Report to the Faculty Council draft**

Prof. Ives circulated a draft of the annual report to the Faculty Council. Ms. Nicklis suggested changing "health survey" to "health assessment." Ms. Stachowicz suggested rephrasing "additional charges." Prof. Stroman suggested adding the discussion about fixed-term and adjunct titles.

Prof. Ives asked how to discuss the Faculty Handbook project. Prof. Giovanello said she thought it would be important to emphasize that the faculty handbook is being completely rewritten.

### **Recommendations for Faculty Welfare Members**

Prof. Ives explained that John Clarke has resigned, and the committee can recommend a replacement at the next nominating committee meeting. He asked the committee members for suggestions. They created a list of names from the Faculty Interest Survey of people to contact about their interest in serving.

### **Update on Faculty Handbook**

Ms. Dawkins-Law updated the committee on the status of the Faculty Handbook.

Prof. Giovanello asked about what might be missing from the Handbook.

Prof. Stroman asked if we should include some information about service and engagement and the Carolina Center for Public Service. Ms. Turner said there might also be more information about service in the new tenure and promotions policy and the Academic Plan.

Prof. Ives asked whether engaged scholarship has caught on at Carolina.

Dr. Bickford said there is a difference between engaged scholarship and engagement.

Prof. Giovanello said that UNC holds a science exposition every year and asked if we should include it in the handbook.

Dr. Whisnant said that might be too program-specific, which could lead to requests to include other programmatic events.

Dr. Bickford said that it might be appropriate under “Benefits and Work-Life Section.”

Prof. Stroman said that we should also identify those units that assist faculty like the Center for Faculty Excellence and the Black Caucus.

Dr. Bickford said that those Centers and Institutes are identified in a different section of the handbook.

Dr. Whisnant said that Ms. Dawkins-Law and Mr. Caver would gather as much content as they can and then the committee can vet what is relevant and what should be added.

The committee discussed how to fill in the outline on the “Policies and Procedures” page. Shelby will structure the page and insert additional links and then notify the committee if she needs assistance with creating introductory language for the sub-sections.

Prof. Giovanello said that she views the handbook as a place for faculty to start looking for things, not a comprehensive document. She asked if we could include language about how faculty can find their HR Representative and liaison in the HR Office.

Ms. Turner pointed out that there is no longer a list available of HR Representatives online but we could craft language that describes what HR Representatives do at the department level.

Ms. Nicklis said she would send along a blurb for HR Connect, which is the directory that allows people to search for their HR Contact by department and topic.

Meeting adjourned 11:22 a.m.

Respectfully submitted,

Kathryn Turner  
Executive Assistant  
Office of Faculty Governance