

APPENDIX X

PETITION REGARDING POLITICAL ACTIVITY

FROM: Name: Arthur S. Johnston, III
Institution: SERVE/UNCG
Position Held: Mississippi Senior Policy Analyst

TO: Committee on University Governance
UNC Board of Governors
c/o Office of the President
The University of North Carolina
Post Office Box 2688
Chapel Hill, North Carolina 27515-2688

SUBJECT: Request for review of proposed political candidacy or officeholding

A. In accordance with The University of North Carolina policy regarding political activities of its employees, this petition concerns:

☒ (X) My intention to campaign for election to a full-time or major part-time political office

Title of Office: Chancery Clerk of Madison County, Mississippi

Primary or General Election Date: Primary August 5, 2003; Runoff August 19, 2003;
General November 4, 2003*

Period of Proposed Campaign Activity: March 15, 2003 through August 20, 2003*

☐ () My intention to occupy a full-time or major part-time political office, either elective or appointive

Title of Office: _____

Term of Office: _____

Period of Employment Affected: _____

B. With respect to my candidacy for election to political office, I request permission:

☒ (X) To maintain my full-time University employment while campaigning; in support of my request, I have provided/attached:

1. A detailed account of my anticipated normal employment responsibilities during the affected period of employment (Attachment A)
2. An explanation of proposed campaign activity, demonstrating how such activity will be limited to available personal time, so as not to interfere with the satisfactory performance of full-time employment responsibilities (Attachment B)

*** All candidates are of the same party affiliation; therefore; the race will be decided in the Primary or a Run-off Election (if necessary). By August 19, 2003, a winner will have been ascertained, and he/she will take office January 1, 2004.**

3. The written concurrence of my supervisors and the Chancellor in the conclusion that engagement in campaign activities will not interfere with the satisfactory performance of my full-time employment responsibilities

(X) If my request to maintain full-time employment is denied, to take a partial leave of absence, with corresponding reduction in pay, for the period June 1 through August 20, 2003 (dates of leave); in support of my request, I have provided/attached:

1. A detailed account of my anticipated normal employment responsibilities during the affected period of employment (Attachment A)
2. An explanation of proposed campaign activity (Attachment B)
3. Identification of those employment responsibilities that I propose not to meet, consistent with such a partial leave of absence, and calculation of percentage reduction in employment time (Attachment C)
4. Assurances by my supervisors and the Chancellor that granting such a leave is practicable and that alternative arrangements can be made to insure performance by others of the employment responsibilities for which I otherwise would be responsible.

() If my request to maintain full-time employment or to be granted a partial leave is denied, to take a full leave of absence, without pay, for the period _____ (dates of leave); in support of my request, I have provided/attached:

1. A detailed account of my anticipated normal employment responsibilities during the affected period of employment (Attachment A)
2. Assurances by my supervisors and the Chancellor that granting such a leave is practicable and that alternative arrangements can be made to insure performance by others of the employment responsibilities for which I otherwise would be responsible.

C. With respect to my occupancy of a full-time public office:

() I request permission to be granted a full leave of absence, without pay, as distinguished from resigning my University employment; I understand that the maximum period of such leave allowed by University policy is two years; in support of my request, I have provided/attached:

1. A detailed account of my anticipated normal employment responsibilities during the affected period of employment (Attachment A)
2. Assurances by my supervisors and the Chancellor that granting such a leave is practicable and that alternative arrangements can be made to insure performance by others of the employment responsibilities for which I otherwise would be responsible.

D. With respect to my occupancy of a major part-time office, I request permission:

() To maintain my full-time University employment while holding office; in support of my request I have provided/attached:

1. A detailed account of my anticipated normal employment responsibilities during the affected period of employment (Attachment A)
2. An explanation of the time requirements associated with holding the public office, demonstrating how such activity will be limited to available personal time, so as not to interfere with the satisfactory performance of my full-time employment responsibilities (Attachment D)
3. The written concurrence of my supervisors and the Chancellor in the conclusion that the time requirements associated with holding the public office will not interfere with the satisfactory performance of my full-time employment responsibilities.

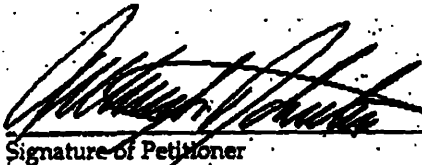
() If my request to maintain full-time employment is denied, to take a partial leave of absence, with corresponding reduction in pay, for the period of officeholding; in support of my request, I have provided/attached:

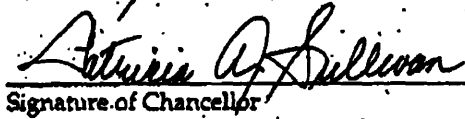
1. A detailed account of my anticipated normal employment responsibilities during the affected period of employment (Attachment A)
2. An explanation of the time requirements associated with holding the public office (Attachment D)
3. Identification of those employment responsibilities that I propose not to meet, consistent with such a partial leave of absence, and calculation of percentage reduction in employment time (Attachment C)
4. Assurances by my supervisors and the Chancellor that granting such leave is practicable and that alternative arrangements can be made to insure performance by others of the employment responsibilities for which I otherwise would be responsible.

() If my request to maintain full-time employment or to be granted a partial leave is denied, to take full leave of absence, without pay, for the period _____ (dates of leave); in support of my request, I have provided/attached:

1. A detailed account of my anticipated normal employment responsibilities during the affected period of employment (Attachment A)
2. Assurances by my supervisors and the Chancellor that granting such leave is practicable and that alternative arrangements can be made to insure performance by others of the employment responsibilities for which I would otherwise be responsible.

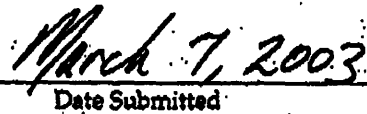
E. With respect to any request embodied in this petition, the petitioner should offer any additional explanation or information that in his or her judgment would assist supervisors, the Chancellor, or the Board of Governors in making a decision whether to grant the request.

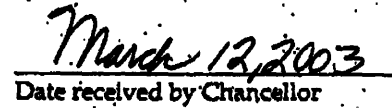

Signature of Petitioner

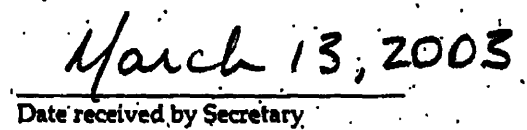

Signature of Chancellor

Date Submitted to Office of the President


Signature of Secretary of the University


Date Submitted


Date received by Chancellor


Date received by Secretary

Petition Attachment A

Detailed account of anticipated normal employment responsibilities during the affected period of employment; the information to be provided presupposes a standard eight-hour work day and a forty-hour work week and requires a demonstration of how that amount of employment time is accounted for and scheduled; the petitioner may supplement this form with a narrative account that further explains employment obligations and time commitments.

Arthur S. Johnston, III
Name of Petitioner

March 15, 2003 – August 20, 2003
Employment Period Affected

1. Non-faculty employees (for those employees who regularly follow a standard eight-hour day and forty-hour week)

Length of required work day (number of hours): 40

Hours of work: from 8:30 a.m. to 5:30 p.m., usually.

Days of Week to Which Scheduled Work Applies: Monday through Friday, usually.

2. Faculty employees (and other employees who do not necessarily follow a standard schedule of eight-hour days and forty-hour weeks). Not Applicable.

| <u>Duties</u> | <u>Hours per Week (Average)</u> | <u>% of Total</u> |
|--|---------------------------------|-------------------|
| Teaching (classroom, laboratory, etc.) | _____ | _____ |
| Instructional preparation | _____ | _____ |
| Counseling students | _____ | _____ |
| Other instructional responsibilities | _____ | _____ |
| Evaluating student performance | _____ | _____ |
| Research and writing | _____ | _____ |
| Institutional committee service | _____ | _____ |
| Administrative service | _____ | _____ |
| Current professional development | _____ | _____ |
| Other (Specify): | _____ | _____ |
| Totals: | _____ | _____ |
| | Hours/Week | |

Petition Attachment B

Explanation of nature, extent, and schedule of proposed campaign activity

I intend to limit all campaign activities to after-hours and weekends. The campaign will be county-wide only; that is, it is not a district or state-wide position. Madison County is largely a "bedroom" community/suburb of Jackson, Mississippi; consequently, most families are two wage-earner families and are home only after working hours and weekends. I anticipate a grassroots, door-to-door campaign, again limited, by virtue of the nature of our county's population, to nights and weekends. I have not designed a specific schedule of campaign activities, but will certainly provide the same to the Board in the event I decide to do so. I have cleared my candidacy with Mississippi State Superintendent of Education as well as my superiors at SERVE.

Petition Attachment C

Identification of employment responsibilities not to be performed pursuant to partial leave of absence

In my estimation, I should be able to perform all of my job responsibilities while undergoing this county-based campaign. I do not believe any duties will have to be eliminated or reduced. If I am required to seek such a leave (which I am requesting only in the alternative and do not believe to be necessary), the only accommodation I may possibly need would be some degree of flexibility in my usual work schedule (which I already have to a large degree). I am confident and my superiors are confident that I can continue my full time work as the Mississippi Senior Policy Analyst with SERVE without any interruption in my usual work activities.

| <u>Duties to be eliminated or reduced</u> | <u>Hours Per Week (Average)</u> |
|---|---------------------------------|
| <hr/> | <hr/> |
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| <hr/> | <hr/> |
| <hr/> | <hr/> |
| Totals: | <hr/> |
| | Hours/Week |

Percentage reduction in weekly employment time: None.

Note: Policies of the Board of Governors do not permit partial or full leaves of absence, for a portion of a semester, that would affect adversely the instructional services available to students, e.g., substituting another instructor for the petitioner to teach a course for a portion of the academic term (as distinguished from such substitution for a full term).

Petition Attachment D

Explanation of nature, extent, and schedule of required duties as officeholder

The Chancery Clerk serves as Clerk to the Chancery (probate) Court and to the County Board of Supervisors. He/she is also the recorder of deeds and other public records for the county and serves as county auditor and treasurer. The position is a full-time position and would require resignation from my current post with SERVE upon taking office.