

APPENDIX FF

PETITION REGARDING POLITICAL ACTIVITY

FROM: Name: Christine L. Fitch
Institution: East Carolina University
Position held: Assistant Professor

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: U.S Congress (House of Representatives, First District)

Primary or general election date: May 4, 2004

Period of proposed campaign activity: Jan. – May 2004

() 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)
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

() 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 (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 (Attached 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 assure 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 fulltime 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 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.

E. With respect to any request embodied in this petition, the petitioner should offer any additional written 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.

Christene L. Kitch
Signature of Petitioner

10/13/03
Date submitted

William E. Porter
Signature of Chancellor

10.15.03
Date received by Chancellor

Date submitted to Office of the President
Bart Corquati
Signature of Secretary of the University

10/21/03
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.

Christine L. Fitch
Name of Petitioner

Feb 9, 2004-May 4, 2004
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)

Hours of work, from _____ (a.m.) to _____ (p.m.)

Days of week to which scheduled work applies: _____

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

| <u>Duties</u> | <u>Hours per week</u> (average) | <u>% of total</u> |
|--|------------------------------------|-------------------|
| Teaching (classroom, laboratory, etc.) | <u>10</u> | <u>25</u> |
| Instructional preparation | <u>10</u> | <u>25</u> |
| Counseling students | <u>5</u> | <u>12.5</u> |
| Other instructional responsibilities | _____ | _____ |
| Evaluating student performance | <u>6</u> | <u>15</u> |
| Research and writing | <u>6</u> | <u>15</u> |
| Institutional Committee service | <u>1</u> | <u>2.5</u> |
| Administrative service | _____ | _____ |
| Current professional development | _____ | _____ |
| Other (specify) <u>Professional Service</u> | <u>2</u> | <u>5</u> |
| _____ | _____ | _____ |
| Totals: | <u>40</u> Hours/week | <u>100</u> |

PETITION ATTACHMENT B

Explanation of nature, extent and schedule of proposed campaign activity

The nature of the campaign activities include breakfast meetings, luncheons, dinners, large and small group fundraisers/rallies, small group discussions, one-on-one dialogue meetings and various speaking engagements. The schedule of proposed campaign activity will be varied but will include evenings and week-ends.

Assigned teaching time is on Tuesdays and Wednesdays. Student advising time has been posted on those same days and an allowance made for those students whose schedules are not compatible with the posted time by having appointments on a need basis. Service commitments are flexible so as not to create any conflicts. Student interns will be seen/observed during the school days on a timeline that is flexible as well

PETITION ATTACHMENT C

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

Duties to be eliminated or reduced

Hours per week
(average)

Totals

hours/week

Percentage reduction in weekly employment time: _____

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 the full term).

PETITION ATTACHMENT D

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