

APPENDIX CC

PETITION REGARDING POLITICAL ACTIVITY

FROM: **Name:** Dr. Paul Luebke
 Institution: The University of North Carolina at Greensboro
 Position Held: Associate Professor of Sociology

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:

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

Title of Office:

Primary or General Election Date:

Period of Proposed Campaign Activity:

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

Title of Office: North Carolina House of Representatives

Term of Office: 2003-2004

Period of Employment Affected: Spring 2003

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

() 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 (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:

(XX)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 parttime 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 fulltime 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 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 fulltime 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

September 18, 2002

Date Submitted



Signature of Chancellor

Sept 27, 2002

Date received by Chancellor

Date Submitted to Office of the President



Signature of Secretary of the University

October 11, 2002

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.

Dr. Paul Luebke
Name of Petitioner

Spring 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):

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 a standard schedule of eight-hour days and forty-hour weeks)

<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): (Leave without pay) Spring 2003	_____	100%
Totals:	_____	100%
	Hours/Week	