

**Members in Attendance**

Yolanda Edmond, Stephanie Holleran, Natalie Pecknold, Matthew Perry, Gene Shan, Yi Su, Lisa Sublett, Sheeba Thomas, L. Jean Walker

**Alternate Members/Guests in Attendance**

Stacey Zellner, Yolanda Nimmer-Williams, Tina Powellson, Laquala Dixon

**Members & Alternate Absent**

Louisa Beck, Benjamin Franz, Michelle Giles, Preeti Jain, Russell Miller, Stephen Sabu, Reece Tuscano, Andrea Black, Erika DeLeon, Queinnise Miller, Audrey Pena, Bernadina Streeter, Miguel Venegas, Andrew Wiemer, Jennifer Willis-Opalenik

**Minutes**

**1. Called to Order**

The meeting was called to order by co-chair Yolanda Edmond.

**2. Approval of Meeting Minutes**

Ms. Edmond motion to approve February 20, 2025, minutes. Minutes approved.

**3. Old Business**

There was no old business to discuss.

**4. New Business/Announcements**

- a. Review FML Policy, Ms. Yolanda Edmond  
Family and Medical Leave MAP 02.D.06

**Policy:** The Family and Medical Leave Act of 1993, as amended (FMLA) allows “eligible employees” to take job-protected leave for up to a total of 12 workweeks in a “year” because of the birth of a child and to care for the newborn child, because of the placement of a child with the employee for adoption or foster care, because the employee is needed to care for a family member (child, spouse, or parent) with a “serious health condition,” because the employee’s own “serious health condition” makes the employee unable to perform the functions of his or her job, or because of any qualifying exigency arising out of the fact that the employee’s spouse, child, or parent is a member of the National Guard or Reserves on active duty (or has been notified of an impending call or order to active duty) in support of a contingency operation. “Eligible employees” may take job-protected leave for up to a total of 26 workweeks in a single “year” to care for a covered servicemember with a serious injury or illness if the employee is the spouse, son, daughter, or next of kin of the servicemember. An “eligible employee” is entitled to a combined total of 26 workweeks of leave for any qualifying reason during a “year” provided that the employee is entitled to no more than 12 workweeks of leave that is taken for one or more of the reasons in the first sentence of Section 2.1. In certain cases, FMLA leave may be taken on an intermittent basis rather

than all at once, or the employee may work a part-time schedule. (Entire policy can be located at [www.uhcl.edu/policies/administrative-policies-procedures](http://www.uhcl.edu/policies/administrative-policies-procedures))

Policy changes are:

- **Section 3.5:** We've added the definition of "covered veteran" to align with federal requirements.
- **Section 5.2.3:** The submission deadline for certification of leave was corrected from 5 to 15 days to match legal standards.
- **Section 5.2.5:** A section was added on dual employment reporting, as required for state institutions.

Feedback and Discussion:

- Section 3.5 includes a new definition of "covered veteran," the policy never actually uses that term elsewhere. The language is also confusing and implies that the veteran is caring for themselves.
- Section 2.1 refers to multiple categories: military member, service member, and veteran. It's unclear if benefits differ among these. I believe the policy intends that all three groups receive equal treatment, but the language doesn't reflect that.

They will revisit the policy and make necessary adjustments before bringing it back in May. This policy mirrors the System Administrative Memorandum (SAM), but we'll work with them if clarification is needed.

b. Review Call for Help and Medical Amnesty Policy, presented by Mr. Matthew Perry

**Policy:** The purpose of the Call for Help and Medical Amnesty Policy is to reduce the barriers to seeking medical assistance for emergencies and promote community wellbeing and safety. When this occurs, the University honors that care by prioritizing educational and supportive responses. The University will not pursue disciplinary action through the university student conduct and disciplinary process for violations of the University's alcohol and drug policies for students who take such action (for themselves and others).

Key points:

- Medical Amnesty allows a student (or a bystander who calls for help) to be exempt from the formal conduct process.
- Educational interventions may still be required (e.g., meetings, workshops, counseling).
- Criminal consequences may still apply for legal violations.
- Eligibility will be determined by the Dean of Students Office post-incident.
- Important clarification: Amnesty does not apply if university staff are the first to intervene.

Feedback and Discussion:

- Title concerns: The title "Call for Help and Medical Amnesty" doesn't clearly indicate this is about substance use. A clearer title might be "Substance Use and Medical Amnesty Policy."

- Language clarity: Phrases like “significant intoxication” are vague. Someone might call in good faith, but if help isn’t ultimately deemed necessary, they might not be protected. That could discourage students from calling.
- Section 2.1: It’s unclear who’s being referred to in items A–D. D seems directed at the individual needing help, while the others seem to refer to the caller.
- Redundancies and edits: There’s redundancy in Section 3.1. Also, in procedure sections, the formatting and flow.
- On/off-campus clarification: The policy should specify whether it applies to incidents occurring off-campus. That’s not clear as written.

The policy will be advised accordingly.

Motion to adjourn the meeting, moved and seconded.

Meeting adjourned.

Respectfully submitted,

Debbie Williams