University Committee on Faculty Affairs  

MINUTES - Draft  

Tuesday, March 12, 2013


Ex Officio: Terry Curry, David Byelich.

Others: Sheila Teahan, Donna Zischke.

Call to Order: Professor Anderson called the meeting to order at 1:05 p.m.

Approval of Agenda: Dr. Donohue made a motion to approve the agenda as presented, seconded by Dr. Griffore. The motion carried.

Approval of Minutes: Dr. Donohue made a motion to approve the February 26, 2013 Minutes seconded by Dr. Cook. The motion carried. Dr. Donohue made a motion to approved the March 4, 2013 Special Meeting Minutes seconded by Dr. Griffore. Dr. Gore asked that her name be removed as attending the March 4 meeting as she did not attend and gave her voting proxy to Dr. Olson. The March 4, 2013 Minutes were approved as corrected.

New Business:
1. Faculty Information Tool (FIT) – Dr. Estelle McGroarty spoke giving an update on the development and use of FIT and how it will benefit faculty in assisting them in completing forms requesting their employment history such as annual review, reappointment/tenure process. It will also generate research bios needed for research funding submittals. If there are any questions about this program, they should be directed to Dr. McGroarty (mcgroar1@msu.edu) or Mary Black (black@msu.edu).

Old Business:
1. Adoption of the Microsoft 365 Task Force Report – Dr. Kortemeyer reported that there are too many perceived problems with this new system. Dr. Donohue made a motion that a copy of the UCFA Ad-Hoc Committee on Email System Migration Report have an Executive Summary added and be sent to Cynthia Ghering and Tom Davis. Dr. Griffore seconded the motion. The motion carried.
Announcements

2. Terry Curry – No report made.
4. David Byelich – He reported:
   a. The State Revenue Conference reported better figures than expected;
   b. President Simon referenced the *US News and World Report* citing the College of Education remaining at #1 in both Elementary and Secondary Education since 1995 (report began then), College of Business-Supply Chain Management is #2 (same for the past several years).
   c. The *Right to Work* law will soon be in effect for the state of Michigan and it’s being studied to see its affect on the different labor areas;
   d. The Budget Subcommittee will be putting the UCFA *Recommendation for the 2013-15 Faculty Merit and Market Pool Increase* out for the full UCFA to review very shortly.

Subcommittee Reports:

**Budget:** Dr. Kortemeyer reported that the Budget Subcommittee will be working on the faculty merit and market pool letter and likely meeting during the off week March 19th.

**Personnel Policy:** Dr. Olson reported that UCFA Personnel Policy Subcommittee representatives will hopefully meet with the UCFT representatives to arrive at some type of agreement on the *Post Tenure Review* policy. Dr. Donohue reviewed the document the Subcommittee had been putting together in hopes of finding a common ground for their discussions.

**Other Questions:** No Other Questions were noted.

Professor Helton ended the meeting with a short song “Send in the Clowns” from the production “A Little Night Music.” This was enjoyed by everyone.

Dr. Donohue made a motion to adjourn supported by Dr. Griffore. The motion carried.

**Adjournment:** UCFA adjourned to subcommittees at 2:52 p.m.

Respectfully submitted,
Elva Boyles
Recording Secretary