University Committee of Faculty Affairs
MINUTES
Tuesday, October 12, 2010


Members Absent: Heidi Bulich, George Rowan, Donna Zischke

Ex Officio: Terry Curry, David Byelich

Others: Margie Aimery, John Revitte

Call to Order: Chairperson Moriarty called the meeting to order at 1:00 p.m.

Approval of Agenda: a motion was made to approve the agenda as presented, the motion was seconded. The motion carried.

Approval of Minutes: a motion was made to approve the September 28, 2010 minutes, and was seconded. Professor Moriarty requested a name correction (for Dr. Rappley), to the minutes of September 28, 2010 under Old Business A... sent by Dr. Rappley. The minutes were approved as amended.

Announcements:
A. Deborah Moriarty
   1. ECAC Update – people were very complimentary about the questions from the ad hoc subcommittee. People approached Professor Moriarty and indicated that they wanted to use the questions and have some kind of uniformity when they meet with their subcommittees.
   2. Health Care Committee – there was a meeting a week ago Friday (October 1, 2010), they looked at the prospectus and felt the prospectus was doable and did not see any red flags, therefore, will be going thru accumulated data to find out what sort of things MSU needs to have from an employer based health care facility. The consultants will be meeting on October 26, 2010; they will be discussing data. The Health Care committee will meet on November 5, 2010. At that point, data will be available.
   3. Budget Subcommittee Meeting – there was a letter that came from Human Resources about faculty having dependents that are 23 years of age – the letter was very confusing information. It was suggested to take communications like this and run them through UCFA to make sure the letters are clear before they are sent out to the faculty at large. This would save Human Resources lots of phone calls if the letter is simplified.
   4. A thank you Patrick Dickson for his e-mail letting Professor Moriarty know that Washington University has the longest median time to a doctorate degree, 16.7 years in Music – Ph.D. Musicology.

B. Terry Curry
   1. Gave an update on the union of non-tenure track faculty – they did decide how much union dues would be: 1.6% if you choose to be a member, 1.44% for a representation fee if one chooses not to be a member – that is 1.6% or 1.44% of your UNTF assignment. This will affect about 500 people.

Old Business:
Professor Moriarty returned letters with questions to ECAC regarding the Proposal for Establishment of New Academic Departments in the College of Human Medicine and, Administrative Realignment of Shared Basic Science Departments. There were no time lines
established for a response back from ECAC, however, Professor Moriarty will ask at the next meeting that a timeline be given.

New Business:
A. A memo from President Simon (Review of Policy, dated September 29, 2010), responding to a request from ECAC - ECAC has decided to form a small working group working on the Anti-Discrimination Handbook and Sexual Harassment Policy. A member from the UCFA policy committee will need to be on this small working group. The letter was given to the policy committee and they can appoint someone to be in the small working group with ECAC.

B. Appointment, Reappointment Promotion & Tenure Recommendation – Mr. Curry discussed the document that is directed to Deans, Directors & Department Chairs, and school Directors that kicks off the reappointment promotion and tenure recommendations, which lays out the expectations in a general sense. Every year, before it is distributed, this document is brought to UCFA and University Committee on Faculty and Tenure, to see if there are suggested changes. This year there are no suggested changes to the document, therefore, it is not being brought to the committees.

C. Request for Merger of the Department of French Classics and Italian with the Department of Spanish and Portuguese - UCFA agreed to the merger. A motion was made by Patrick Dickson and seconded by Ross Emmett. The motion passed.

D. Data Overview – Dave Byelich brought Dr. Kyle Sweitzer from the Office of Planning and Budgets to give an overview of the data information collected within the OPB office. A copy of the Data Digest was provided to everyone, along with additional data information. The Data Digest is also on the OPB website.

Subcommittee Reports:
Budget: Subcommittee report was given earlier by Professor Moriarty.
Personnel Policy: K. (Jay) Jayaraman, Chairperson – Dr. Jayaraman indicated that the subcommittee is recommending approval of the Institutional Data Policy. Professor Moriarty said she will put the policy on the next agenda so the committee at large can approve the policy.

A motion was made by Dr. Jayaraman to adjourn to subcommittees seconded by Professor Dickson. The motion carried.

Adjournment: UCFA adjourned to subcommittees at 2:20 p.m.

Respectfully submitted,

Margie Aimery
Acting Recording Secretary