
Ex Officio: Terry Curry.

Others: Donna Zischke.

Call to Order: Professor Anderson called the meeting to order at 1:00 p.m.

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

Approval of Minutes: Dr. Aben made a motion to approve the November 8, 2011 Minutes seconded by Dr. Griffore.

New Business:
A. Conflict of Interest policy – Terry May
Mr. May gave a brief background on himself and went on to give an overview of the Conflict of Interest policy. He is beginning to propose updates and changes to the policy and he is being assisted by Lee Bollinger and Kristine Zayko, General Counsel, Ian Gray, Vice President for Research and Graduate Studies and J.R. Haywood, Assistant Vice President in the Office of Regulatory Affairs. He listed possible changes that need to be addressed in order for the policy to be in compliance by next fall 2012. He is proposing to establish a faculty committee with specific representatives from a few areas around the campus to consider and made decisions; deans and chairs make these decisions presently. This would establish a consistent approach on approaching these decisions. The final decision would be with the Vice President for Research and Graduate Studies. This would make a change in Mr. May’s current title of COI Information Officer to COI Officer. There are three principal changes due to the PHS policy deadline: 1) annual disclosure; 2) committee having a real role in both in identifying and developing management plans; and 3) $5,000. All in all, the total COI policy needs to be reviewed, redefined and rewritten to clarify who is responsible for each step of the process. The policy should be completely reviewed and suggestions made to update and bring it into current compliance. This policy applies to NIH, PHS, etc. Mr. May will return to UCFA for the Tuesday, January 17, 2012 meeting for the committee’s response and suggestions.
Old Business:  No Old Business was noted.

Announcements
1. William Anderson – No announcements.
2. Terry Curry – The annual data report he usually distributes about this time of year is delayed slightly, but he will be distributing it soon.
3. Linda Jackson – No report.
4. David Byelich – No report.

Subcommittee Reports:
   Budget:  Dr. Aben reported they had reviewed the Bestdocs paper. That will be discussed at the December 6 UCFA meeting.
   Personnel Policy: Dr. Olson still meeting about the Acceptable Use policy and the Guidelines for Authorship.

Dr. Anderson decided to move the Conflict of Interest document to the Budget Subcommittee as the Personnel Policy Subcommittee is very busy. Dr. Aben suggested that an ad hoc committee be set up and review this information. Dr. Aben made a motion comprised of appropriate UCFA members from Engineering, Human Med, Natural Science, Nursing, Osteopathic Med and Veterinary Medicine should be involved. Dr. Donohue seconded. Dr. Griffore, Social Science, volunteered to be part of this group. The ad hoc committee will meet Tuesday, January 10, 2012 at 1:00 pm.

Other Questions:  No Other Questions were noted.

Dr. Wyatt made a motion to adjourn to subcommittees seconded by Dr. Donohue. The motion carried.

Adjournment: UCFA adjourned to subcommittees at 2:05 p.m.

Respectfully submitted,

Elva Boyles
Recording Secretary