University Committee on Faculty Affairs

MINUTES

Tuesday, December 6, 2011


Ex Officio: Terry Curry, David Byelich.

Others: John Revitte, Donna Zischke.

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

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

Approval of Minutes: Dr. Donohue made a motion to approve the November 22, 2011 Minutes seconded by Dr. Wyatt. The motion carried.

Announcements
1. William Anderson
   a. The Board of Trustees will meet December 9. An updated campus action plan will be reviewed; discussion of several capital improvement projects; an $8M scoreboard will be reviewed.
   b. President Simon, again eligible for a raise, declined the raise.
   c. FRIB is still moving forward.
   d. Trustee Owen will make a report to the Board on Academic Governance and what topics are currently action items.
2. Terry Curry
   a. Professor Robert Caldwell will be proposed as the new Ombudsman at the December 9 Board of Trustees meeting.
   b. There will be a recommendation to make a new category of research professor, etc.
   c. Professor John Revitte has agreed to return as the Interim FGO until the position is filled.
3. John Revitte – He has redrafted the mission statement and the policy summary; those will be reviewed by the Personnel Policy subcommittee.
4. David Byelich – he reviewed several topics currently in action: State appropriations include several reporting requirements: insuring other individuals and research.
Subcommittee Reports:

**Budget:** Dr. Aben had nothing to report.

**Personnel Policy:** Dr. Olson reported his subcommittee is still reviewing both the Authorship policy and the Acceptable Use policy.

Dr. Powell reminded members that the next meeting of the full UCFA will be on Tuesday, January 17. There will be an off schedule meeting of the Search Committee next Tuesday, December 13, meeting with Terry Curry. The Ad Hoc Committee will be meeting Tuesday, January 10, 2012 to review the Conflict of Interest policy.

As the fall semester is closing down, Dr. Powell reviewed what UCFA has worked on so far this year:
1. The campus addressing project
2. Discussed about the university budget and budget request
3. Best Docs policy
4. EBS

Topics we’re still working on:
1. Acceptable Use policy or IT
2. Conflict of Use policy
3. Authorship policy

Topics coming up for the spring semester:
1. Review of the campus Master Plan
2. Integrity of Student Assessment Recommendations (on-line courses, etc.)
3. Proposed university research organization document
4. Smoke-free campus discussion
5. Question of administrative growth (central administration)
6. Health Care discussion
7. Community Blue
8. Long-Term Care
9. New retirement issues due to recent plan consolidation

New Business:
1. University Research Organization Exploration Committee – UCFA has been asked to review this and report back to the Steering Committee. This policy will be reviewed by a URO ad hoc subcommittee and reported back to the full UCFA. Dr. Aben made a motion that the URO be referred to the same ad hoc committee that is reviewing the Conflict of Interest; Dr. Donohue supported. The motion carried.
New Business:

2. Dr. Anderson thanked Heidi Bulich, Broad College of Business, and Stephen Rohs, James Madison College, for representing their colleges during the fall semester. For the spring semester, Dr. Fred Rodammer will represent Business and Dr. Ross Emmett will represent James Madison.

3. Dr. Powell reminded members that Provost Kim Wilcox will be attending the next meeting on Tuesday, January 17.

Old Business: No Old Business was noted.

Other Questions: No Other Questions were noted.

A motion was made by Dr. Dickson, supported by Professor Helton, to adjourn to subcommittees. The motion carried.

Adjournment: UCFA adjourned to subcommittees at 1:45 p.m.

Respectfully submitted,
Elva Boyles
Recording Secretary