
Ex Officio: Terry Curry, David Byelich.

Others: John Revitte, Donna Zischke.

Call to Order: Professor Anderson called the meeting to order at 1:04 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. Donohue made a motion to approve the March 27, 2012 Minutes seconded by Professor Helton.

New Business:
1. Renee Rivard, Chris Hanna and Tony Kleibecker -- Human Resources update -- She distributed two handouts: *Discussion on Health Care Strategies* and *Key elements of health reform for employers*. Renee reviewed both handouts. The first document reviewed Voluntary Benefits regarding coverage for: Vision, Legal, Auto & Home, Critical Illness, Pet Insurance and Long-Term Care. The second document reviewed the health care changes timeline beginning with 2010. There were questions during the presentation and Renee, with Chris and Tony, responded accordingly.

2. Dr. Anderson requested input on the UCFA agenda items/accomplishments for the spring semester. The members submitted the following topics: Conflict of Interest, search for new FGO; evaluation of current FGO; Fixed-Term Appointment System; Librarian Continuous Appointment System; University Research Organization; Best Docs from Faculty Health Care Committee; On-line Assessment Policy; Master Plan update; Role of Academic Governance in Human Resource proposals; Faculty Market and Merit Pool Increase letter; Human Resources – Long-term Care; Changes to Faculty Grievance Office Policy. Also projected possible topics for 2012-13: Review of On-line Voting, modernize CLIFMS (faculty reporting needs); Health U – wellness programs; learn more regarding cutting salaries for administration; grant productivity and obtaining grants; update on COI policy; and update on URO proposal; add a 3rd UCFA subcommittee named Daily Life.
Old Business:
1. Recommendation for 2012-13 Faculty Merit and Market Pool Increase letter – the reissuing of the letter was due to the fact that one paragraph at the top of the 2nd page was not updated. The remainder of the letter and graph/figure were unchanged.

Announcements
1. William Anderson
   a. Reminded members of April 24 lunch in Kellogg Center
2. Terry Curry
   a. Terry announced that Sharon Butler, newly hired AVP for Human Resources, will begin working May 1.
   b. Reappointment, promotion and tenure meetings ongoing.
   c. University Awards – Teacher/Scholar awards being redefined.
   d. Terry requested suggestions for a new designation for the Distinguished Faculty Award to avoid confusion with the University Distinguished Professor award.
   e. Presently making changes to letter for hiring staff to work at MSU (template appointment letter adding COI, etc.)
3. John Revitte
   a. Sheila Teahan, new FGO, is now shadowing John and learning about the FGO position and office procedure for handling clients.
4. David Byelich - no report given.

Subcommittee Reports
   Budget: No report given.
   Personnel Policy: No report given.

Other Questions: No other questions were noted.

Dr. Donohue made a motion to adjourn supported by Dr. Aben. Motion carried.

Adjournment: UCFA adjourned at 2:45 p.m.

Respectfully submitted,
Elva Boyles
Recording Secretary