Members Present: M. Crimp, S. Bordinat-Johnson, C. Gliozzo V. Gossian, J. Keith, R. Schiffman, A. Smucker, F. Tims

Ex-Officio Members Present: R. Banks and D. Byelich

Others Present: M. Rubner

The absence of a quorum delayed the beginning of the meeting until 1:45

The Agenda was approved as submitted.

Approval of the Minutes for November 16, 1999 was delayed until our next meeting.

**General Discussion:**

Committee members have received numerous email messages from a faculty greivant during the past few weeks. Discussion on the role of the Committee on this matter and how to support the faculty member ensued.

**Personnel Subcommittee Report:** No report was presented.

J. Keith expressed concern regarding the great difficulties faculty experience with on-campus parking during regular university office hours. Subsequent discussion raised several issues which require considerations by the All University Traffic Committee:

1. Substantial increases in the use of reserved parking permits.
2. MSU should re-explore rental of space in parking ramps owned by the city of East Lansing.
3. Alleviate excessive losses of parking spaces during construction
4. Parking difficulties leading to losses in faculty productivity.
5. Difficulties encountered with the transporting of teaching materials to classrooms outside faculty offices.
6. Concerns for faculty safety during long walks to vehicles after sunset
7. Concern that all traffic will be banned from the main campus.
A resolution was passed and Chairman Tims will forward to the All University Traffic Committee. Resolution: The serious faculty parking shortage should be investigated and resolutions to the above issues proposed by the All University Traffic Committee.

Budget Subcommittee Report:

Pam Beemer, Director of MSU Benefits, continues to present summaries of benefit costs including prescription drugs, alternatives for lowering the costs for comparable health benefits (e.g., incentives for purchasing generic drugs, expanding co-payments for prescriptions, etc.) Higher health benefit costs are a continuing concern to the University. Following these reports, the Budget Subcommittee will address recommendations for curtailing some of these escalating health benefit costs. It is anticipated that discussions for faculty salaries will commence in early January.

C. Gliozzo, distributed additional copies of the draft proposal for Faculty and Staff Incentives. He reported this proposal rose out of the need to encourage faculty. It followed some of the recommendations forwarded in the September 16, 1999 Report of the Ad Hoc Committee on National and University Level Awards and is one of the 17 recommendations made by the Faculty Work Environment Improvement Committee.

UCFA suggestions to the proposal included:

1. Change title from "Incentives" to "Recognition"

2. Is the proposal a statement of general principles that serve as guidelines for respective units?

3. Incentives should be applied to both individuals and to teams of faculty.

4. Incentives should include a one-time financial remuneration.

5. Should this concept be a centralized (central administration) or a decentralized (college/unit) program?

Discussion included advantages of a centralized college-based system of awards. A centralized funding source, e.g., by the Office of the Provost, distributed to colleges may be the best and most equitable approach. Chair Tims indicated the UCAF supports the concepts outlined in this proposal and asked that the draft be revised and submitted for consideration during the month of January 2000.

The UCAF was adjourned into two subcommittees considering personnel and budget issues.

Respectfully submitted,

Alvin J.M. Smucker

College of Agriculture and Natural Resources