UCFA
Minutes
Tuesday, January 11, 2000


Ex Officio: R. Banks

Others: M. Rubner

The meeting was called to order at 1:05 PM

The agenda was approved.

Minutes of November 30, 1999 were approved as amended.

Announcements by Committee Chair

It was announced that Bonner's teaching schedule is in conflict with the UCFA meeting this semester, so he will be asked to have the College of Business supply a replacement representative for him this semester.

Tims then reviewed the following tasks completed by UCFA during Fall Semester, 1999:

----Revisions to the Faculty Grievance Procedure, which became official MSU policy in October. ----Establishment of UCFA Web Site (UCFA Web Talk will be up and running soon.) ----Suggestions for MSU 2000-2001 Appropriation Request ----Suggestions to Provost for Salary Adjustment Reporting Mechanisms ----Suggestions to Provost for inclusion of Adoption Leave in the medical benefits for faculty. ----Endorsement of Report of Ad Hoc Committee on National and University Level Awards, which was forwarded to the Academic Council for their consideration on January 26th. ----Replacement of member on University Standing Appeals Committee ----Reviewed the Provost’s Policy Statement on Appointment, Reappointment, and Promotion ----Forwarded parking concerns to All University Traffic Committee.

Old Business

UCFA's Draft response to a faculty member’s request for an investigation of the Faculty Grievance Official was reviewed; Smucker and Dorr proposed revisions, which will be incorporated by Tims into the letter before it is sent out.

Keith reported about the December meeting of Board of Trustees as the UCFA liaison.

Banks requested UCFA to review the Recommendation for Reappointment, Promotion or Tenure Action form. Gliozzo expressed commendation for the addition of international programs to the form.

The composition of the sub-committees was discussed, and it was agreed that it was advisable for Smucker to remain on the Budget Sub-Committee. New UCFA representatives joining the UCFA this semester will be encouraged to join the Personnel Sub-Committee.

New Business

Rubner distributed his End of Fall Semester 1999 Report and answered questions regarding the Report.

A serious faculty safety issue was discussed. It was agreed that procedures a faculty can follow when facing a threat from a student, a colleague, or others should be developed. The consequence for the person who makes a threat also should be better. Banks suggested that the Personnel Subcommittee to consider this issue.

Personnel Subcommittee:

In absence of Chair Berz, May reported that the subcommittee continues to discuss the travel policy and see the completion of WebTalk. The subcommittee will be discussing the issue of the annual review of the Faculty Grievance Official.
Budget Subcommittee:
Chair Schiffman reported that the budget subcommittee continues to review proposals for benefit packages and health costs and evaluate their pros and cons. The subcommittee will present their review to the full committee. The subcommittee also reviews salary issue and faculty recognition recommendation. Gliozzo indicated that the faculty recognition report will be available by February.

Adjournment:
The meeting was adjourned at 2:25 PM. Subcommittee meetings followed.

Respectfully submitted,

Hairong Li
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