UCFA
Minutes
February 1, 2000

Members present: M. Berz, S. Bordinat, M. Crimp, R. Dorr, C. Gliozzo, V. Gossain, J. Keith, H. Li, W. May, A. Millard, R. Schiffman, A. Smucker, D. Stewart, F. Tims

Ex Officio: D. Byelich

Others: M. Rubner, D. Zischke

The meeting was called to order at 1:10 p.m.

1. The agenda was approved with additions by Ted Tims.

2. The minutes of January 25, 2000 were approved without amendments.

Announcements: Ted Tims thanked Shirley Bordinat and Alvin Smucker for taking his place at the meeting of this committee and the Academic Council last week.

Reports and action items from Sub-Committees:

Personnel Subcommittee: Martin Berz, Chair

Update on the web site for the UCFA: There has been a delay because of the current inability to add the academic staff as resolved in a motion passed by the UCFA on November 30, 1999. Martin has written a memo announcing the web site and Ted will send it to all UCFA members, who will be responsible for distributing it to their colleges (committee members may change the wording of the memo if they desire). If the budget subcommittee wants to add topics, a member should give them to Martin.

A document, "MSU Health Programs Faculty Appointment System," is to be brought to UCFA after review, particularly by Shirley Bordinat and Ved Gossain as they are from two medical colleges. The document was sent to the UCFA early fall term by Bob Banks; it has already been approved by four colleges involved. Ved drew attention to a provision allowing the dismissal of non-tenured faculty with three months’ notice, and thought that might be too short a period. Other provisions appeared sound, but he will study the document further.

An issue is now being revisited because it was discussed last year but not brought to the full UCFA. The Provost drafted congratulatory letters to those newly appointed and those nominated by their deans for tenure or promotion. To accompany the letters are attachments on university policy and the requirement that the candidate for promotion sign a letter agreeing to abide by university policy. Last year’s Personnel Committee did not feel that the requirement of a signature was appropriate, and many members this year feel the same. Wanda May is writing a statement about it and the Personnel Subcommittee will discuss it and bring it to the full committee the next time.

Budget Subcommittee: Rachel Schiffman, Chair

The subcommittee is working on a draft of the letter to the Provost with salary recommendations.

David Byelich reported on the Governor's Recommendations on the budget with a memo from Lou Anna Simon. A 3.2% increase for MSU was recommended by the Governor. Next the budget discussion will go to the Senate Appropriations Committee, which is likely to raise it. [The Governor’s recommended increases ranged from 0% for public health (Dept. Community Health) to about 9% for Family First (Family Independence Agency); coop extension 3%; MAES at 3%]. In addition, the governor has budgeted an additional approximately $6 million
bringing the total for MSU up to 5%. The additional monies would be nonrecurring expenses used usually for one-time expenses, allocated out of the current year's appropriations.

5. Other Business

The following motion on subcommittee membership from Ted Tims was passed unanimously:

The procedure for assignment of UCFA members to subcommittees will be as follows:

--At the last meeting of the academic year, continuing UCFA members will self-select the subcommittee on which they wish to serve for the following year.

--New UCFA members will express a preference for subcommittee assignments, and, taking this into consideration, the UCFA Chair will assign members to the subcommittees, assuring approximately equal representation on each subcommittee.

6. Adjournment to Sub-Committees at 1:58 p.m.

Respectfully submitted,

Ann Millard

College of Social Science