UCFA
Minutes
February 8, 2000

Members Present: Martin Berz, Shirley Bordinat, Melissa Crimp, Ron Dorr, Gretchen Flo, Ved Gossain, Joanne Keith, Hairong Li, Wanda May, Ann Millard, Rachel Schiffman, Alvin Smucker, Douglas Stewart, Frederick Tims

Ex Officio: Robert Banks, Dave Byelich

Other: Michael Rubner, Donna Zischke

The meeting was called to order at 1:09pm. The agenda was approved and the minutes from February 1, 2000 were approved as corrected.

Announcements:

- Frederick Tims reported Charles Gliozzo’s mother had passed away, and he would not be attending today's meeting. A card expressing our condolences was sent to Chuck on behalf of UCFA.
- Frederick Tims indicated that a reporter from an East Lansing paper has been attempting to contact UCFA members regarding how MSU attracts, recruits and retains faculty.
- Bob Banks announced that the Executive Committee of Academic Council approved the changes outlined in the report from the Ad Hoc University Committee on Awards and Recognition.
- Bob Banks circulated comments of the University Committee for Faculty Tenure on the Health Programs Faculty Appointment System.

Report from the Personnel Subcommittee:

Martin Berz reported on the status of the UCFA Website.

- Technical difficulties concerning academic staff have been resolved, and these individuals can now access the website. The MSU News bulletin story awaiting the resolution of this problem has been finalized and will appear in the next issue.
- Posting of the Budget Subcommittee activities on the website is awaiting formal submission of material from the Subcommittee.
- The website is generating responses from the faculty. A large number of reviews of the FGO have been received.
- A request from a faculty member was received requesting that we take up the matter of faculty rights in the creation and distribution of on-line courses and materials. After discussion, the issue was turned over to the Personnel Subcommittee. Tims will check with the Executive Committee of the Academic Council to see if other committees are already handling this matter.

Martin Berz opened discussion on the revision to the Health Programs Faculty Appointment System guidelines. Ved Gossain and Shirley Bordinat raised several concerns over the document. Rather than discuss these concerns in full committee, it was requested that the representatives from the affected colleges (Ved Gossain, Shirley Bordinat, and Gretchen Flo) discuss these issues with the Personnel Subcommittee when they adjourn from today’s meeting. The vote on accepting the changes was postponed until the Personnel Subcommittee reports back.

Wanda May circulated a draft of recommendations with respect to the Provost’s Letters (submitted in early Fall 1999.) A motion to forward these recommendations to the Provost was passed unanimously. The committee agreed that the recommendations are to be attached to the meeting minutes when they are posted on the website. Click here to view the recommendations.

Report from the Budget Subcommittee:
Rachel Schiffman distributed and discussed a draft of the agenda items currently being considered by the Budget Subcommittee. The draft will be discussed in subcommittee, prior to formal presentation to the Committee for inclusion in the website.

The Subcommittee continues to work on faculty salary recommendations to the Provost, and review information about Healthcare benefits, with the anticipation of further discussions with the administration.

**New Business:**

- Bob Banks circulated a draft letter concerning collegiality in response to a series of communications from a faculty member. He explicitly did not request sanctioning of the letter by the UCFA but wished to consult the committee on the draft. (Note: Michael Rubner recused himself from the room for this discussion.)

The next meeting is February 15, 2000.

The meeting was adjourned to subcommittees at 2:07pm.

Respectfully submitted,

Douglas M. Stewart,

College of Business