
Ex Officio: Robert Banks, David Byelich

Other: Michael Rubner, Pam Beemer, and Donna Zischke

Chairperson Ved Gossain called the meeting to order at 1:08 p.m.

Approval of agenda: The agenda was approved.

Approval of Minutes: The Minutes of the August 28 meeting were approved with corrections.

Announcements: Dr. Gossain informed the committee that a letter had been received from the Provost whereby she responded to a letter from previous UCFA co-chairs. She thanked the committee for its work, including some of the work that was carried out in the summer. A suggestion had been made by the previous UCFA chair that the term of the UCFA members be changed to one three-year term rather than a two-year term. This would require a by-law change, and there wasn’t much enthusiasm for this.

Subcommittee Reports:

Personnel: Susan Melnick, Chair. She reported that discussion regarding the letter from the Travel Office continues. Professor Berz is on the Travel Advisory Committee, and he will keep UCFA informed of developments. The Outside Work for Pay/Conflict of Interest issue discussion also continues. Other topics for consideration by the subcommittee include user manuals for the copyright and patent policies, Faculty Grievance Official review, and possible revisions to administrative review procedures.

Budget: James Potchen, Chair. Copies of the draft UCFA Annual Schedule Major Topics 2001-02 were distributed. Dr. Potchen gave a summary report on the 8/28 Budget Subcommittee meeting. Mr. Byelich distributed an information sheet on how the UCFA web site is set up and accessed. Professor Berz offered to put selected discussion topics on the UCFA web site. The State News editorial from today’s paper, Envy with Green, was also mentioned. There was discussion about a possible response for this article. The Chair will call The State News and have them correct the discrepancy listed in the faculty salary increases.

Old Business: The letter from W. Fred Graham, now past President for the MSU Retirees Association, requesting that regular representation to UCFA would be normal and in order,
was addressed. It was determined that UCFA is an open meeting, and anyone may attend and could speak during a designated public portion of the meeting.

**New Business:** Faculty Grievance Official Michael Rubner announced that the spring and summer reports were now available from his office. Benefits Director, Pam Beemer, handed out draft copies of the IRS Definition of Dependency, defining the “age” issue for dependents covered by the health care and dental plans. Dr. Potchen, seconded by Dr. Wyatt, made a motion that the health care benefits of dependents stop at the end of the calendar year when the dependent achieves the age of 23. Motion passed. The change will be implemented beginning January 2003. Mr. Byelich distributed copies of the 2001-02 Appropriations Request indicating work was in progress on the 2002-03 Appropriations Request and he would appreciate input from UCFA members.

**Adjournment:** The University Committee on Faculty Affairs adjourned to the subcommittees at 2:05 p.m.