University Committee on Faculty Affairs

MINUTES
Tuesday, October 23, 2001


Ex Officio: Robert Banks, David Byelich

Others: Donna Zischke

Chairperson Ved Gossain called the meeting to order at 1:05 p.m.

Approval of agenda: The boilerplate agenda to be used for the 2001-02 meeting was approved at the August 28, 2001 meeting.

Approval of Minutes: The Minutes of the October 16, 2001 meeting were proposed for approval as corrected in a motion by Dr. Potchen, seconded by Dr. Melnick. Motion passed. The corrections were in the Personnel Subcommittee Report, the second paragraph (the corrected language is in bold and underscored): “The discussion on FGO amendments was delayed for two weeks due to the absence of Michael Rubner. At today’s meeting, they will review and discuss the Promotion and Tenure Recommendations document. At the October 23 meeting, they will take up the concealed weapons issue.”

Announcements:
1) Dr. Gossain announced that he had met with Faculty Council on Health Care on October 16.
2) Dr. Banks distributed copies of both the Policy on Firearms. (Kristine Zayko, of the General Counsel Office, will meet and review this policy with the Personnel Subcommittee today), and Appointment, Reappointment, Tenure, and Promotion Recommendations.

Subcommittee Reports:

Personnel: Susan Melnick, Chair. Dr. Melnick said that the amended document (distributed at the beginning of UCFA) regarding Appointment, Reappointment, Tenure, and Promotion Recommendations was reviewed and discussed last week. Each revision was reviewed and discussed fully. The revised wording for the last paragraph on page 7 of this document now reads (the new UCFA language is in bold and underscored): ...Faculty must be both active scholars and student-focused and must meet academic standards that assure enhanced quality of the unit for years to come.
Individual personnel actions recommending tenure should result in the improvement of academic unit quality. For example, anyone considered for tenure should be viewed as exceptional in accomplishments in the unit and in the top echelon of peers at a similar career stage nationally or internationally in the field or discipline... A motion was made by Dr. Potchen to advance the document as amended to the Provost for her review and approval. Dr. Melnick seconded. Motion passed.

There was a short discussion of the full UCFA regarding the Policy on Firearms,

There was a request that Steve Webster, Vice President for Governmental Affairs, be invited to the full UCFA meeting; Mr. Byelich indicated that Mr. Webster would be contacted about attending the Tuesday, November 6, meeting.

**Budget:** *James Potchen, Chair.* Dr. Potchen asked who the resource people would be (from among the UCFA Chair/Co-Chair/Subcommittee Chairs) for the remaining three Health Care Forums. He continued by asking Mr. Byelich to briefly review the Health Care Forum handouts (*Benefits Update* and *Health Care Forum, Fall 2001, MSU Budget Background* documents). Mr. Byelich indicated that this information would be put on the Web. Dr. Potchen inquired if the UCFA web page could be set up to indicate the “number of hits” (inquiries) to the UCFA web page. Mr. Byelich indicated that this type of monitoring hadn’t been requested before; he was certain that we could request to set up that monitoring. Dr. Potchen felt it was important to know if/how much the UCFA web page information was being accessed.

Mr. Byelich distributed another document, *MSU Health and Prescription Drug Trends by Group.* Dr. Vickery requested that, if possible, the faculty figures be broken down/separated into faculty, specialists, and administration groups. Mr. Byelich said that could be done.

Dr. Vickery then reviewed her document, *Comments Made at the Health Care Forum – October 19th at the Broad College.* Twenty-two persons attended the first forum. Dr. Wyatt reviewed the second forum; 7 persons attended the second forum held in E109 Fee. The third forum will be Wednesday, October 24, 4 p.m., Ballroom, Union Building; the fourth forum will be Tuesday, October 30, 4 p.m., 1345 Engineering Building; the fifth and final forum will be Wednesday, November 7, 4 p.m., 108 Bessey Hall.

**Old Business:** There was no old business noted.

**New Business:** There was no new business noted.

**Adjournment:** UCFA adjourned to subcommittees at 2:05 p.m.

Respectfully submitted,

Elva Boyles
Recording Secretary