University Committee on Faculty Affairs

MINUTES

Tuesday, November 20, 2001


Ex Officio: Robert Banks

Others: Michael Rubner, Donna Zischke

Call to Order: Chairperson Ved Gossain called the meeting to order at 1:03 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: Dr. Potchen, seconded by Dr. Melnick, made a motion to approve the Minutes of the November 13, 2001 meeting. Motion passed.

Announcements:
1) Dr. Potchen distributed copies of the Data Bulletin, Number 21 Revised, September 2001, from the Center for Studying Health System Change;
2) Copies of the document, Proposal for a CIC Tuition Exchange Program, were also distributed. This last document will be discussed in the Budget Subcommittee very soon.
3) Dr. Gossain announced that he would miss the November 27 and December 4 meetings while he returns to India for a visit.

Subcommittee Reports:

Personnel: Susan Melnick, Chair. The Subcommittee did not meet last week, so there was no report.

Budget: James Potchen, Chair. Dr. Potchen addressed the health care handout briefly.

Old Business: The presentation by Steve Webster, of MSU’s Governmental Affairs Office, was also reviewed. It was suggested that a liaison group might work with Mr. Webster to investigate what might be done to increase the revenue stream for MSU. Dr. Rumbeiha said he had spoken with Ms. Patricia Jacobs Warner, of MSU’s University Development Office, about how UCFA might have a liaison group work with them.

After further discussion, it was agreed that 3-person liaison groups would be appropriate to
meet with each of the following offices: Governmental Affairs, University Development, and Intellectual Properties to see how UCFA might be of assistance to each of them. Discussion continued regarding the frequency and effectiveness of UCFA meetings, and suggestions were made regarding what could be done to make the weekly meetings more productive and help accomplish the UCFA’s mission. Dr. Potchen made a motion that UCFA meet for 20 to 30 minutes weekly as a committee of the whole, and then break into respective subcommittees, with liaison groups scheduled one meeting each month. Dr. Vickery seconded. Motion passed. The Recording Secretary was instructed to invite both Dr. Charles Webb, along with Ms. Jacobs Warner, and Dr. Paul Hunt to speak to UCFA separately sometime within the coming weeks. Liaison committees will be formed during this same time.

Discussion continued on UCFA member attendance. Suggestions were made related to making the meetings more productive and accomplishing the mission of the committee.

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

**Adjournment:** UCFA adjourned to subcommittees at 1:40 p.m.

Respectfully submitted,

Elva Boyles,
Recording Secretary