University Committee on Faculty Affairs

MINUTES

Tuesday, April 9, 2002


Ex Officio: Robert Banks, David Byelich

Others:

Call to Order: Chairperson Ved Gossain called the meeting to order at 1:02 p.m.

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

Approval of Minutes: A motion was made by Dr. Potchen to approve the Minutes of April 2, 2002; Dr. Perlstadt seconded. The motion was approved.

Announcements: Recording Secretary Elva Boyles distributed a draft listing of UCFA members for 2002-03. Dr. Gossain announced that the following UCFA members have been nominated to the following positions in UCFA for the 2002-03 meeting year: Dr. James Potchen, Liaison to the MSU Board of Trustees; Dr. Gwen Wyatt, Chair of UCFA; Dr. Shawnee Vickery, chair of the UCFA Budget Subcommittee; and, Dr. Susan Melnick, chair of the UCFA Personnel Subcommittee, subject to her being re-elected to UCFA. There being no other nominations, a vote was taken, and all nominees were unanimously elected.

Subcommittee Reports:

Personnel: Susan Melnick, Chair.

A. Dr. Wilson Rumbeiha distributed copies of the annual review of the Faculty Grievance Official, and reported on the Personnel Subcommittee’s decision.

Based on the results of this review, it is the opinion of the Personnel Subcommittee that Professor Rubner continues to perform superbly in his difficult role as FGO and deserves the highest commendation for his efforts.

Dr. Potchen made a motion to support this statement. Dr. Melnick seconded. Motion passed.

A letter covering this action will be sent to Provost Lou Anna Kimsey Simon.

B. Dr. Rumbeiha asked if the rating scale on the Evaluation of the Faculty Grievance Official form could be reviewed. It was decided that will be one of next year’s projects for the 2002-03 Personnel Subcommittee.
C. Dr. Paul Hunt distributed **draft** copies of the **MSU Copyright Policy Handbook**. General Counsel will also be reviewing this material at the same time as the Personnel Subcommittee. Comments on this draft handbook will be shared at the final meeting of the 2001-02 UCFA.

**Budget:** *James Potchen, Chair.* Dr. Potchen reported on the draft memo regarding **Recommendation for Faculty Salary Increases for 2002-03** that his subcommittee had recently reviewed and recommended several changes to. (A copy of that updated draft memo will be attached to these Minutes for your review.) There was discussion of a flat rate of $300 for all faculty in “good standing,” market and anomaly salary adjustments, and promotions/salary increases.

At this point, Provost Lou Anna Simon joined the UCFA. She addressed the revised faculty salary increase recommendation memo. She stated that an increase in faculty salary remained a high priority with her. Despite no increase in the state appropriation to MSU, she was committed to at least a four-percent, and possibly even a five-percent, increase, but budget constraints would not allow a higher percentage increase. She indicated that the health care cost increases were higher than anticipated. Discussion continued with her overview of the university budget development, observations regarding the state’s economic recovery, how our faculty salary/compensation position within our peer group may be affected, health care, and her long-term outlook for MSU.

After Dr. Simon, the group discussed the salary recommendation memo very thoroughly. Dr. Darden made a motion to keep the salary recommendation memo as editorially corrected. Dr. Berz seconded. Motion passed.

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

**New Business:** New UCFA members will be invited to attend the April 23rd meeting.

**Adjournment:** UCFA adjourned to subcommittees at 2:45 p.m.

Respectfully submitted,

Elva Boyles  
Recording Secretary