University Committee on Faculty Affairs

MINUTES

Tuesday, September 10, 2002

Members Present: Joe Darden, Michael Harrison, Cheri Johnson, Susan Melnick, Harry Perlstadt, Shawnee Vickery, Alice Whiren, Christopher Wolf, and Gwen Wyatt.

Ex Officio: Robert Banks, David Byelich.

Others: Michael Rubner, Donna Zischke.

Call to Order: Chairperson Gwen Wyatt called the meeting to order at 1:08 p.m.

Approval of Agenda: The boilerplate agenda to be used for the 2002-03 meetings was approved at the August 27, 2002 meeting.

Approval of Minutes: Dr. Melnick amended the Personnel Subcommittee Report from:

“Dr. Melnick discussed and rank ordered the subcommittee discussion agenda for the 2002-03 year,” to read (the corrected wording is italicized and bolded): “Dr. Melnick reported that her subcommittee discussed and began to rank order the subcommittee discussion agenda for the 2002-03 year.”

A motion was made by Dr. Melnick to approve the Minutes of September 3, 2002 as amended. Dr. Perlstadt seconded. The motion was approved.

Announcements: Chairperson Wyatt said that the decision about which date to accept Dr. Potchen’s dinner, either October 18 or 25, would be delayed until UCFA’s next meeting, September 17.

Discussion continued on UCFA members limiting the amount of “hard copy” that is distributed within the committee. It was generally agreed that a large percentage of the communications could be sent via e-mail. Professor Whiren suggested that reports not requiring action could be sent electronically also. It was decided that both subcommittees would give the UCFA Chairperson a full copy of each document on their respective agendas that would come before the full UCFA for consideration. The Recording Secretary will keep a second copy and have copies available for the full UCFA when needed.

Subcommittee Reports:

Personnel: Susan Melnick, Chair. Dr. Melnick reported that her subcommittee had begun working through their agenda, currently considering Recommended Tenured Faculty for Service as Review Officer Under the Dismissal of Tenured Faculty for Cause Procedure. Upcoming discussion topics include: Principles of Conflict of Interest/Outside Work for Pay – they hope to receive General Counsel Noto’s document regarding this topic by September 17, Researcher’s Bill of Rights Issue, “Faculty” Mediation Pilot Project, Intellectual Property Rights Issues in early October, Gender Identity Issue possibly by mid-October, Post-Tenure Review,
Annual RPT Memorandum, FGO Annual Review, Professor Wichman’s issue “We’ll Do,” and other topics as they are defined.

**Budget:**  *Shawnee Vickery, Chair.* Dr. Vickery recapped the discussion of the material that Mr. David Byelich distributed last meeting regarding Long-Term Care Issues, Faculty Salary Adjustments, and the CIC Tuition Exchange Program, as well as making a university budget request recommendation among other topic considerations.

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

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

**Adjournment:** UCFA adjourned to subcommittees at 1:25 p.m.

Respectfully submitted,

Elva Boyles
Recording Secretary