University Committee on Faculty Affairs

MINUTES

Tuesday, October 1, 2002

Members Present: Mary Bresnahan, Joe Darden, Jan Eberle, Louis Hunt, Michael Harrison, Cheri Johnson, Susan Melnick, Harry Perlstadt, James Potchen, David Solomon, Shawnee Vickery, Alice Whiren, Indrek Wichman, Christopher Wolf, and Gwen Wyatt.

Ex Officio: Robert Banks.

Others: Michael Rubner, Donna Zischke.

Call to Order: Chairperson Gwen Wyatt called the meeting to order at 1:03 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: A motion was made by Dr. Potchen to approve the Minutes of September 17, 2002. Dr. Perlstadt seconded. Dr. Melnick amended one sentence in the Personnel Subcommittee report. Dr. Wichman made a spelling correction. The Minutes were approved as corrected.

The September 24th Minutes will be reviewed at the next meeting.

Announcements:
 ✓ Dr. Wyatt reminded the group that Dr. Potchen would be hosting our group for dinner on Friday, October 18. The Recording Secretary was instructed to send an RSVP note to UCFA members in order to ascertain a final attendance count.
 ✓ Dr. Banks suggested a letter be sent from UCFA to Dr. Simon indicating UCFA has completed review of the draft proposal of the Mediation Pilot Program and found it suitable for implementation.
 ✓ Dr. Banks noted that the Promotion and Tenure document was being reviewed with several minor corrections being made.

Subcommittee Reports:
 Personnel: Susan Melnick, Chair. Dr. Melnick reported that General Counsel Noto had been scheduled to meet with the subcommittee. That was delayed until October 1st as UCFA had a shortened meeting so that members could attend President McPherson’s State of the University address.

Subcommittee Reports:
 Budget: Shawnee Vickery, Chair. Dr. Vickery reported that the Budget subcommittee met last Tuesday noon. Pam Beemer, Director of Benefits Administration in Human Resources, is preparing a spreadsheet showing the savings realized thus far from the health care changes to be shared with that subcommittee.
Old Business:  No old business was noted.

New Business:  No new business was noted.

Adjournment:  UCFA adjourned to subcommittees at 1:20 p.m.

Respectfully submitted,

Elva Boyles
Recording Secretary