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, 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 1:02 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 November 19, 2002 as amended. Dr. Melnick seconded.

- Under the Approval of Minutes section (for November 12, 2002), the Subcommittee Reports section, in the Budget Subcommittee report, “Dr. Whiren reported that the subcommittee had continued discussion of the out-of-state tuition waiver. Dr. Potchen made a motion that Dr. Wyatt forward the recommendation to the Executive Committee of Academic Council members who are attending the CIC meeting for discussion of an out-of-state tuition waiver. Dr. Darden seconded the motion. The motion passed.” (All the underlined, italicized words comprise the amended area.)

The Minutes were approved as amended.

Announcements:
Dr. Darden stated that he would be teaching a class that meets Tuesdays during the UCFA meeting time. Although he will not be available to meet with UCFA from January through May 2003, he did speak with former UCFA member, Dr. Charles Gliozzo, and asked him to participate in UCFA in his place. That was agreeable to the UCFA, so Dr. Gliozzo will begin attending UCFA Tuesday, January 7, 2003. Dr. Darden asked that he still be sent all UCFA communications through Spring 2003.

Dr. Banks spoke briefly about time required for training for and administration of the Mediation Pilot Program at Michigan State University.

Mr. Byelich spoke about the upcoming change in the federal tax code with the possible availability of the 457B Plan (to the 403B Plan already in place) for use by MSU employees. The newer plan has a more favorable withdrawal policy. The MSU Board of Trustees will be reviewing this plan during their December meeting.

Mr. Byelich also spoke about health insurance carriers, and the present negotiations between hospitals and current health insurance carriers during this time of reviewing and renewing health care contracts. It was the general consensus that it would be good to have another health care provider available “just in case.”
Subcommittee Reports:

Personnel: Susan Melnick, Chair. Dr. Melnick stated that work with General Counsel Noto on Conflict of Interest, as well as work with Dr. Chou on the Gender ID, would continue. After briefly reviewing her memo to the Provost regarding Request for Clarification of Post-Tenure Review Policy, Dr. Melnick made a motion to have the letter go forth to Provost Simon. Dr. Potchen seconded. The motion passed. The letter was finished by the Recording Secretary, signed by Dr. Wyatt, and passed on to Dr. Simon.

Budget: Shawnee Vickery, Chair. Dr. Vickery said that her subcommittee was finishing up a few details, but otherwise the subcommittee was ready to begin another project. Dr. Potchen distributed copies of States Are Facing Big Fiscal Crises, Governors Report.

Old Business: No old business was noted.

New Business: No new business was noted.

Adjournment: UCFA adjourned to subcommittees at 1:53 p.m.

Respectfully submitted,

Elva Boyles
Recording Secretary