University Committee on Faculty Affairs

MINUTES

Tuesday, February 11, 2003

Members Present: Mary Bresnahan, Jan Eberle, Charles Gliozzo, Michael Harrison, Cheri Johnson, Susan Melnick, Harry Perlstadt, David Solomon, Shawnee Vickery, Alice Whiren, Indrek Wichman, and Gwen Wyatt.

Ex Officio: Robert Banks, David Byelich.

Call to Order: Chairperson Gwen Wyatt called the meeting to order at 1:04 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. Perlstadt to approve the Minutes of February 4, 2003. Dr. Melnick seconded.

The following amendments were made to the Minutes (changes in italics and underlined):
- Under Approval of Minutes, Professor Eberle corrected her title from Dr. to Professor.
- Under Subcommittee Reports, Dr. Melnick amended her subcommittee report for the February 4: Dr. Melnick amended her January 28 subcommittee report by adding that General Counsel Noto also spoke about policies currently in effect in addition to NSF and PHS research guidelines.

The Minutes were approved as amended.

Announcements:

- Chairperson Wyatt reminded UCFA that President McPherson would giving his Founders’ Day speech at 3 pm today. The annual universitywide Awards Convocation will follow his speech, with current UCFA member, Dr. James Potchen, receiving a Distinguished Faculty Award.
- The MSU Board of Trustees will be meeting Wednesday, February 12. In the absence of the UCFA liaison, Dr. James Potchen, Professor Jan Eberle will attend.

Subcommittee Reports:

Personnel: Susan Melnick, Chair. Dr. Melnick, as a result of her subcommittee’s work regarding faculty evaluation procedures, proposed the following resolution:

"Each academic unit has the authority to promulgate faculty annual evaluation procedures as permitted by university policy, but whatever policy and procedure is adopted by the academic unit should be uniformly applied to all faculty in that unit."

Dr. Perlstadt seconded. Following discussion, Dr. Melnick asked that the following statement be included as the second paragraph of the resolution for the committee’s consideration and approval.

"In advising the Provost of its position on this matter, the UCFA recommends that colleges, departments and schools be advised to discontinue dual faculty annual
evaluation procedures in instances where they now exist.”
The resolution passed with 11 yes, 0 no, 1 abstention, and 3 absent.

Dr. Melnick continued her report indicating that the **Guiding Principles Regarding Outside Activities and Financial Interests of Michigan State University Faculty** will be considered at the next UCFA meeting.

**Budget:** Shawnee Vickery, Chair. Dr. Vickery commented that favorable savings numbers were realized for MSU due to the reductions made in faculty-related health care compensation. It appears that a premium increase for the coming year will not be warranted since the estimated savings exceed the target for this year. A group plan for long-term care was also under consideration, as were alternate health care providers. David Byelich, Assistant Vice President and Director of Planning and Budgets, distributed copies of the Recommendation for MSU Faculty Salary Increases for 2002-03 and draft copies of the salary/compensation ranks for AAU Reporting Institutions, both AAU-Land Grant and Big Ten.

**Old Business:** No old business was noted.

**New Business:** No new business was noted.

**Adjournment:** UCFA adjourned to subcommittees at 1:50 p.m.

Respectfully submitted,

Elva Boyles
Recording Secretary