Members Present: Mary Bresnahan, Jan Eberle, Charles Gliozzo, Michael Harrison, Louis Hunt, Cheri Johnson, Susan Melnick, James Potchen, David Solomon, Shawnee Vickery, Alice Whiren, and Gwen Wyatt.

Ex Officio: David Byelich.

Others: Michael Rubner, Donna Zischke, and guest Mr. Flemming Larson from Denmark.

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.

Dr. Gliozzo introduced Mr. Flemming Larsen, Senior Counsellor and head of the Office of the President’s Secretariat Aarhus School of Business, Denmark. Mr. Larsen has been visiting MSU for the past week, observing how our school is run.

Dr. Wyatt introduced Dr. Bruce Miller, MSU Mediation Services Coordinator. He will address UCFA later in the meeting.

Dr. Bresnahan introduced her daughter, Mei, visiting the meeting today.

Approval of Minutes: A motion was made by Dr. Potchen to approve the Minutes of April 1, 2003. Dr. Melnick seconded. The edits to the Minutes are as follows (the corrections will be in italics and bolded): Personnel Subcommittee Report: Dr. Paul Hunt met with the subcommittee last week. Budget Subcommittee Report: It’s titled Hired to Cut Costs, Firms Find Profits In Generic Drugs.

The Minutes of April 1, 2003 were approved as edited.

Announcements:

✓ Dr. Bruce Miller, introduced earlier, spoke briefly and distributed brochures describing the availability of MSU Mediation Services and his position as coordinator.

✓ Dr. Wyatt stated that the Recording Secretary would mail a ballot for UCFA members to nominate other members or themselves for chair and subcommittee chairs. The election will be held during the April 15th UCFA meeting.

Announcements, continued

✓ Those UCFA members attending interviews for the Assistant Vice President for Human Resources
candidates gave brief reports. They met briefly after the full committee meeting to determine which candidate UCFA would support.

Subcommittee Reports:

Personnel: Susan Melnick, Chair. Dr. Melnick stated that the Guiding Principles draft is still a “work in progress.” The subcommittee hopes to share it with the full committee during the April 15th meeting.

Budget: Shawnee Vickery, Chair. Dr. Vickery distributed copies of preliminary draft information regarding Faculty Salary Comparison and Big Ten Institutions Compensation for 2002-03, Planning/estimates/guesstimates, and a draft copy of the Recommendation for MSU Faculty Salary Increases for 2003-04 memorandum (from UCFA to Provost Simon) for the full committee’s knowledge and consideration. The recommendation from UCFA is for a 3.9 percent salary increase for 2003-04, with 3.4 percent based on merit, and an additional 0.5 percent, retained by the Provost’s Office, to recognize increased research, teaching, outreach productivity, salary anomalies, and merit-based market adjustments. Dr. Whiren proposed approval of the recommendation; Dr. Harrison seconded. The vote was taken: Yes, 9; No, 2; Abstain, 0; Absent, 3.

Work continues on reviewing long-term care, retirement programs/options, and health care premium sharing for next year.

Old Business: No old business was noted.

New Business: No new business was noted.

Adjournment: UCFA adjourned to subcommittees at 2:18 p.m.

Respectfully submitted,

Elva Boyles
Recording Secretary