University Committee on Faculty Affairs

MINUTES

Tuesday, October 7, 2003

Members Present: Mary Bresnahan, Jan Eberle, Michael Harrison, Cheri Johnson, Cynthia McCluskey, Susan Melnick, James Potchen, David Solomon, Shawnee Vickery, Alice Whiren, 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 1:04 p.m.

Approval of Agenda: The boilerplate agenda to be used for the 2003-04 meetings was approved at the August 26, 2003 meeting.

Approval of Minutes: A motion was made by Dr. Melnick to approve the Minutes of September 30, 2003. Dr. Solomon seconded.

➢ Dr. Banks asked that his statement in the Announcements section be modified as follows:
  
  Dr. Banks stated that the Appointment, Reappointment, Tenure, and Promotion Recommendations document is now ready to be reissued unchanged with an early 2004 October/November 2003 date.

➢ Dr. Johnson asked that the last sentence of the Budget subcommittee report be modified as follows:
  
  Consideration of raising health care spending account per-calendar-year caps is being also being considered.

The September 30, 2003, Minutes were approved with editorial changes.

(At this point, the agenda was modified due to the Budget subcommittee chair having to leave.)

Subcommittee Reports:

Budget: Shawnee Vickery, Chair. Dr. Vickery stated that her subcommittee had completed their review of the long-term care vendor candidates, and distributed a copy of the letter they drafted to Provost Simon, and it was reviewed by the full UCFA. A motion was made by Dr. Potchen to approve the letter as modified. Dr. Melnick seconded. The letter will be completed and sent to Provost Simon.

Dr. Vickery then requested three other points of information she would like: 1) Has progress been made in removing or raising the cap on Blue Cross/Blue Shield health insurance – Mr. Byelich promised to report on how many faculty are close to the cap. 2) How much progress has been made on moving from practice to policy on vested tenure system faculty for full health care coverage on part-time employment. 3) A report on how individual colleges rank vis-à-vis their peers in the Big Ten regarding salary. 4) How much progress has been made on the health care spending account cap being raised above $3,000.
Mr. Byelich distributed copies of the 2004-05 Budget Request Guidelines and briefly explained the how this fit into the yearly budget cycle. He stated that there is a web site that is available to see the latest budget information. It is: budget.msu.edu

Personnel: David Solomon, Chair. Dr. Solomon stated that copies of the signed memo to Provost Simon regarding the Jazz Studies Performance Plan had been distributed. The subcommittee is still reviewing and considering the Guiding Principles Regarding Outside Activities and Financial Interests of Michigan State University Faculty and Definitions and a proposal to limit the number of grievances a faculty member can file during a one-year period.

Announcements:
- Dr. Melnick distributed copies of the Athletic Council Report 2002-03 for the committee’s perusal.

Old Business: There was no old business noted.

New Business: There was no new business noted.

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

Respectfully submitted,

Elva Boyles
Recording Secretary