University Committee on Faculty Affairs

MINUTES

Tuesday, November 11, 2003

Members Present: Mary Bresnahan, Jan Eberle, Michael Harrison, Cheri Johnson, Cynthia McCluskey, Susan Melnick, Whitney Miller, James Potchen, David Solomon, Shawnee Vickery, Alice Whiren, Mark Whalon, 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 1:05 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. Potchen to approve the Minutes of November 4, 2003. Dr. Melnick seconded. The Minutes were approved.

Announcements: Dr. Wyatt spoke briefly about December 9 when Dr. Potchen hosts the UCFA. The tentative schedule at this point is: 12 to 12:30 p.m., recital by musicians; 12:30 to 1:00 p.m., group picture taken; 1:00 to 3:00 p.m., luncheon will be served. The menu choices will be presented by caterer Anita, of Blue Moon Catering, to the UCFA co-chairs.

Subcommittee Reports:

Personnel: David Solomon, Chair. Dr. Solomon reported that the subcommittee discussed the qualifications of the three candidates for the Faculty Grievance Official (FGO) position.

Budget: Shawnee Vickery, Chair. In the absence of Dr. Vickery, Dr. Wyatt reported that the subcommittee did not meet last week.

Old Business: No old business was noted.

New Business: On behalf of the Personnel Subcommittee, Dr. Solomon named the candidate the subcommittee supported. After a brief discussion, Dr. Potchen made a motion to support the subcommittee’s candidate recommendation. Dr. Harrison seconded the motion. The UCFA approved the motion unanimously.

Dr. Solomon will arrange for the Personnel Subcommittee to meet together with President McPherson and Provost Simon to share their candidate recommendation for the Faculty Grievance Official position. If they accept the recommendation, it will be put before the MSU Board of Trustees for their approval. If they don’t accept the recommendation, the nomination will be returned to the subcommittee and they will look for another candidate.
Mr. Byelich distributed a two-part packet regarding Tenure System Rank Faculty Raise Analysis, one part “including Market Adjustments” and the other part “Does Not Include Market Adjustments.” The packets were discussed briefly.

Dr. Potchen briefly discussed the possibility of the university operating its own health insurance plan. Ms. Whitney Miller made a motion that the topic be forwarded to the Budget Subcommittee for further discussion. Dr. Vickery seconded the motion. The motion was approved.

**Adjournment:** UCFA adjourned to subcommittees at 1:45 p.m.

Respectfully submitted,

Elva Boyles
Recording Secretary