University Committee on Faculty Affairs

MINUTES

Tuesday, April 13, 2004

Members Present: Mary Bresnahan, Jan Eberle, Michael Harrison, Cheri Johnson, Cynthia McCluskey, Whitney Miller, James Potchen, Shawnee Vickery, Alice Whiren, and Gwen Wyatt.

Ex Officio: Robert Banks, David Byelich.

Others: Michael Rubner.

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: Dr. Potchen made a motion to approve the Minutes of April 6, 2004. Professor Eberle seconded. The Minutes were approved as presented.

Announcements:
- Dr. Wyatt announced that UCFA should be holding their elections for 2004-05 chairmen/subcommittee chairmen next week. This will mainly depend on whether or not the colleges have held their UCFA representative elections. If the college elections are too late, then UCFA elections may have to be held next fall.

Subcommittee Reports:
- Personnel: David Solomon, Chair. In the absence of Dr. Solomon, Dr. Johnson stated that the subcommittee continued to review the FGO responses. It was noted that the Faculty Financial Conflict of Interest document would go to Executive Committee of the Academic Committee today.
- Budget: Shawnee Vickery, Chair. In the absence of late arrival Dr. Vickery, David Byelich reviewed the many points considered in putting together the draft Recommendation for MSU Faculty Salary Increases for 2004-05 document. After reviewing the document, Dr. Harrison asked that consideration be given to amending the wording of the third paragraph on page 2 (changes indicated in bold and underlined):

Consequently, for academic year 2004-05, UCFA recommends a 3.7-percent salary increase distributed based on merit. Further, it is recommended that the market component of any increase be proportionately significantly smaller than the proportion allocated in previous years. Further, UCFA endorses the comments regarding merit included in the Provost’s Academic Personnel Salary Adjustment Guidelines from last year (dated July 7, 2003).

Dr. Potchen made a motion to add the last line of that paragraph (“Further, UCFA...”). Dr. Vickery seconded. A vote was taken on the document as revised. Eight voted “yes,” one voted “no,” and one “abstained.” Dr. Harrison made a motion to move the document, as amended, out of subcommittee; Dr. Vickery seconded. The motion passed. Dr. Vickery
concluded her report indicating that she hoped to set up another meeting regarding “MSU Care” before the end of spring semester with Maggie Knapp.

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

**New Business:** Dr. Rubner, FGO, spoke about commencement speakers for the different graduation ceremonies. Dr. Banks will inquire how the speakers are chosen, and report to UCFA.

**Adjournment:** UCFA adjourned to subcommittees at 1:55 p.m.

Respectfully submitted,

Elva Boyles
Recording Secretary