Members Present: Mary Bresnahan, Joyce Chai, Michael Harrison, Louis Hunt, Cheri Johnson, Cynthia McCluskey, Susan Melnick, James Potchen, David Solomon, and Shawnee Vickery.

Ex Officio: David Byelich.

Others: John Revitte, Michael Rubner, Donna Zischke.

Call to Order: Chairperson Susan Melnick 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 20, 2004. Dr. Hunt seconded. The Minutes were approved as presented.

Announcements:
- Donna Zischke stated that Healthy U coordinator Nancy Allen has requested a UCFA member to participate for a year in the Healthy U Board meetings. After some discussion, Dr. James Potchen agreed to meet with them until the 2004 school year begins and the 2004-05 UCFA members are settled in. At that time, a current UCFA member will replace Dr. Potchen (he leaves UCFA in August 2004).
- David Byelich gave a budget update, saying that the Guidelines for Development of the 2004-05 Budgets may go to the MSU Board of Trustees May 7.

Subcommittee Reports:
Personnel: David Solomon, Chair. Dr. Solomon reported on the subcommittee’s discussion of the copyright issues associated with the Intramural Research Grants Program (IRGP). A memo was sent to Dr. Simon stating the subcommittee’s recommendation.

The Faculty Grievance Officer annual review report was also given by Dr. Solomon, and a memo was sent to Dr. Simon. It stated that Dr. Michael Rubner continues to perform superbly in his difficult role as FGO and deserves the highest commendation for his efforts.

Dr. Wyatt gave a brief report on the Faculty Financial Conflicts of Interest document presentation at Faculty Council (FFCOI) on April 20, 2004. The Faculty Council approved the following motion with respect to the FFCOI:

Motion: To postpone the deliberations on this matter until fall semester 2004.

Budget: Shawnee Vickery, Chair. Dr. Vickery reported on her presentation of the 2004-05 Faculty Salary Recommendations at the Faculty Council on April 20, 2004, and said it went very well.

It was determined that several subjects needed to carry over to the 2004-05 UCFA for their continued studying and review.
  a. Faculty dental coverage – achieve parity with staff (bring up to staff coverage).
b. MSU Health Care Insurance policy – Maggie Knapp has been very busy and heavily scheduled, but meetings will be scheduled early in the fall semester.

c. Working retirement provisions –

d. Faculty Tenure Committee issues – to be continued in 2004-05

**Old Business:** The *Faculty Financial Conflicts of Interest* (FFCOI) document remains open to discussion and possible revision for the 2004-05 UCFA to complete.

**New Business:** Dr. Jon Stricklen, chair of the Executive Committee of Academic Council, defined and suggested the route the UCFA should use to gain approval of the FFCOI. This information should be clarified and verified before beginning to follow the proposed route.

**Adjournment:** UCFA adjourned to subcommittees at 2:35 p.m.

Respectfully submitted,

Elva Boyles
Recording Secretary