University Committee on Faculty Affairs

MINUTES

Tuesday, August 31, 2004

Members Present:  Mary Bresnahan, Joyce Chai, William Corser, Ross Emmett, Michael Harrison, Laurent Matuana, Susan Melnick, Thomas Mullaney, John W. Powell, Sheila Teahan, Shawnee Vickery, and Alice Whiren.

Ex Officio:  Robert Banks.

Others:  John Revitte, Donna Zischke.

Call to Order:  Chairperson Susan Melnick called the meeting to order at 1:00 p.m.

Approval of Agenda:  Dr. Harrison made a motion to approve the agenda.  Dr. Vickery seconded.  Motion passed.  Dr. Whiren made a motion to approve the boilerplate agenda to be used for the 2004-05 meetings.  Dr. Teahan seconded.  The motion was approved.

Approval of Minutes:  A motion was made by Dr. Harrison to approve the Minutes of April 27, 2004.  Dr. Teahan seconded.  The Minutes were approved as presented.

Since Dr. Teahan is one of the new UCFA members this year, she inquired about the April 27 Minutes reviewing the Personnel Subcommittee discussion regarding copyright issues associated with the Intramural Research Grants Program (IRGP).  She is part of the College of Arts and Letters faculty who are interested in this topic.  Dr. Banks noted that this matter had been referred to the new Vice President for Research and Graduate Studies who took office September 1, 2004, Dr. James Ian Gray.  He will review and take appropriate action soon.

Announcements:

A. Faculty Grievance Official John Revitte distributed copies of:
   - Annual Report of the Faculty Grievance Official to the Academic Council from May 12, 2003 through May 14, 2004
   - End of Spring Semester 2004 Report (from the Faculty Grievance Official)

   He also stated that the FGO has a web site:  www.msu.edu/~fgo

B. Dr. Banks distributed copies of Faculty Policies and Practices Participant Report from May 2004 sponsored by Temple University and conducted by Mercer Human Resource Consulting.

C. Dr. Susan Melnick, UCFA co-chair, asked all UCFA members to introduce themselves.  She gave an overview of the purpose of UCFA and two subcommittees.

Subcommittee Reports:

Personnel Policy:  Chair Pending.  Dr. Mary Bresnahan was on the 2003-04 Personnel Policy Subcommittee, and she reviewed that subcommittee’s discussion topics for last year.
Budget:  Shawnee Vickery, Chair. Dr. Vickery, chair of the Budget Subcommittee gave an overview of her subcommittee’s discussion topics for 2003-04.

Old Business:
- Dr. Banks stated that the Secretary for Academic Governance web site is a good source for information on the Provost searches. That web site address is: http://www.msu.edu/unit/acadgov/schedule.htm
- The UCFA Recording Secretary, Elva Boyles, was asked to put the UCFA web site address in these Minutes. The web site is: http://opbweb.opb.msu.edu/ucfa
- Dr. Melnick said that several leadership positions needed to be filled by UCFA representatives:
  - Health U Board – Dr. John W. Powell, Osteopathic Medicine representative will take that position.
  - Personnel Policy chairperson – Dr. Mary Bresnahan will fill that position. (Dr. Shawnee Vickery made a motion that Dr. Bresnahan chair that subcommittee; Dr. John Powell seconded. Motion passed.)
  - Faculty Liaison to the MSU Board of Trustees – Dr. Susan Melnick and Dr. Shawnee Vickery will handle that position. Dr. Sheila Teahan will be an alternate if they are unable to attend the MSU Board of Trustee meetings. (Dr. Michael Harrison made a motion that Dr. Melnick and Dr. Vickery, with Dr. Teahan as alternate, be the Faculty Liaisons to the MSU Board of Trustees; Dr. Bresnahan seconded. Motion passed.)

New Business:
- Dr. Banks reminded UCFA that the Detroit College of Law at MSU is now the Michigan State University-College of Law. Under the Memorandum of Agreement, the law college remains independent with their health and salary programs separate from those of MSU. For that reason, a representative to UCFA from the law college would sit only on the Personnel Policy Subcommittee. While full participation in the deliberations of the full committee is possible and appropriate, voting on matters of budget and compensation is not appropriate by the law college representative.
- There are two UCFA representative positions to be filled: the College of Social Science, and the Non-College Faculty position.

Adjournment:  UCFA adjourned to subcommittees at 2:00 p.m.

Respectfully submitted,

Elva Boyles
Recording Secretary