University Committee on Faculty Affairs

MINUTES

Tuesday, September 7, 2004

Members Present: Mary Bresnahan, Howard Brody, William Corser, Michael Harrison, Susan Melnick, Thomas Mullaney, John W. Powell, Mariam Sticklen, Sheila Teahan, and Shawnee Vickery.

Ex Officio: Robert Banks, David Byelich.

Others: John Revitte, Donna Zischke.

Call to Order: Dr. Melnick, co-chairperson, called the meeting to order at 1:03 p.m.

Approval of Agenda: The boilerplate agenda to be used for the 2004-05 meetings was approved at the August 31, 2004 meeting.

Approval of Minutes: Dr. Vickery made a motion to approve the Minutes of August 31, 2004. Dr. Mullaney seconded. Dr. Melnick asked that the Minutes be amended in the Announcements section, letter C, the second sentence (the amendment is indicated with bold).

She went on and gave an overview of the purpose of UCFA and two subcommittees.

The Minutes were approved as amended.

Announcements:

- Dr. Melnick introduced and welcomed Dr. Mariam Sticklen as the representative for the College of Agriculture and Natural Resources.
- David Byelich distributed copies of the Michigan State University 2004-05 Appropriation Request Guidelines and UCFA 2004-05 Meeting Dates.
- Dr. Teahan announced that a meeting is scheduled for faculty to meet with the representative from the American Association of University Professors on Wednesday, September 8, at 7:00 p.m. in 117 Berkey Hall.

Subcommittee Reports:

Budget: Shawnee Vickery, Chair. Dr. Vickery reported that the Budget Subcommittee had enjoyed a working lunch with Mr. Byelich on Friday, September 3, and he had updated the subcommittee on the university budget and the state budget forecast and its ramifications for the coming year.

Personnel Policy: Mary Bresnahan, Chair. Dr. Bresnahan reported that the subcommittee established a topic agenda for the coming year. She said that at the request of the Faculty Grievance Office, as UCFA co-chair, she had drawn three names from the non-tenured faculty pool to fill one 2-year position on the Standing Appeals Panel (three names are drawn in case the first or second named faculty is unable to accept the position).

Old Business:

- Responding to UCFA’s April 27 letter to Provost Simon regarding Copyright Issues
Associated with IRGP Grants, Dr. Banks distributed copies of a letter Dr. J. Ian Gray, Vice President for Research and Graduate Studies, wrote regarding the Manuscript Completion Subventions under IRGP Grants. The letter states that the policy of the past several years, of believing a waiver was not appropriate in the case of the IRGP Small Grants Program, has been rescinded.

New Business:
- Dr. Banks also distributed copies of the Draft 2/12/04 document titled College-Level Reappointment, Promotion and Tenure Committees for the perusal of UCFA members. This topic is on the Personnel Policy Committee topic agenda list for discussion during the coming year.

Adjournment: UCFA adjourned to subcommittees at 1:22 p.m.

Respectfully submitted,

Elva Boyles
Recording Secretary