University Committee on Faculty Affairs

MINUTES

Tuesday, October 26, 2004

Members Present: Mary Bresnahan, Joyce Chai, William Corser, Ross Emmett, Michael Harrison, Susan Melnick, Alan R. Posner, John W. Powell, Sheila Teahan, Shawnee Vickery, and Alice Whiren.

Ex Officio: Robert Banks, David Byelich.

Others: John Revitte, Donna Zischke.

Call to Order: Chairperson Susan Melnick called the meeting to order at 1:00 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: A motion was made by Dr. Vickery to approve the Minutes of October 19, 2004. Dr. Emmett seconded. Dr. Melnick asked that the Minutes be corrected in the New Business section, the first line (incorrect wording has been lined through, and new correct wording is bolded):

Dr. Melnick was requested by several of her faculty department chairpersons to ask for a review of the maternity leave policy.

The Minutes were approved as amended.

Announcements:

- Dr. Banks stated that the updated Appointment, Reappointment, Tenure and Promotion Recommendations document will be distributed.
- Dr. Melnick asked members to remind their faculty of the two-week sign-up window for the Flexible Spending Account benefit, November 1-14, and also to remind them to look for the information being published by Human Resources regarding the voluntary Long-Term Care Plan for Faculty, Academic Staff, and Executive Management option. These two benefits are very important for faculty.
- Dr. Banks asked members to remind their faculty to review the Faculty Conflicts of Interest policy on the UCFA web page, http://opbweb.opb.msu.edu/ucfa, and send their comments to Dr. Mary Bresnahan, bresnah1@msu.edu.

Subcommittee Reports:

Budget: Shawnee Vickery, Chair. Dr. Vickery said the subcommittee discussed what the many possible changes could be in department offices as a result of budget cuts, such as faculty taking on additional tasks (doing their own copying, answering the telephone, etc.), and how these changes would detract from the research mission of the university. They also completed discussion on secondary issues regarding the long-term care benefit.
Personnel Policy:  Mary Bresnahan, Chair.
- Dr. Bresnahan sent an e-mail to UCFA members asking for all comments regarding the Faculty Conflicts of Interest policy review to be submitted to her by Friday, November 5, 2004.
- The review of the Fixed Term Faculty policy as requested by the Dr. Curtis Probst, University Committee on Faculty Tenure chair, may be delayed until the spring semester.
- A tentative meeting with Dr. Peter Yu, MSU-College of Law, has been scheduled for Tuesday, November 2, 3:30-4:30 p.m. in the Law Building.

Old Business:  Dr. Whiren read her draft letter written on behalf of UCFA regarding an unusual situation concerning public urination.  Dr. Harrison made a motion to accept the draft letter as a final copy and send it to the Executive Committee of Academic Council chairperson.  Dr. Vickery supported.  After a brief discussion, it was determined the letter should be sent to both the ECAC and the Secretary of the MSU Board of Trustees.  Dr. Emmett made a motion to table the motion until the November 2 meeting of UCFA.  Dr. Harrison supported.  Motion passed.

New Business:  There was a short discussion on the November 2 General Election issues and proposals.

Dr. Vickery made a motion to adjourn.  Dr. Whiren seconded.  Motion passed.

Adjournment:  UCFA adjourned to subcommittees at 1:43 p.m.

Respectfully submitted,

Elva Boyles
Recording Secretary