University Committee on Faculty Affairs

MINUTES

Tuesday, November 16, 2004


Ex Officio: Robert Banks, David Byelich.

Others: John Revitte, Donna Zischke.

Call to Order: Chairperson Mary Bresnahan called the meeting to order at 1:05 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. Emmett to approve the Minutes of November 9, 2004, supported by Dr. Powell. The Minutes were approved as presented.

Announcements: David Byelich distributed copies of the John Hancock Life Insurance Company, as October 19, 2004 MSU Voluntary Plan, Group Long Term Care Insurance Monthly Premium Rates, Age Last Birthday for residents of Standard States with variations indicating Without Shared Care/With Shared Care/With Automatic Benefit Increase (ABI). After a lengthy discussion, the bottom line was that there needs to be a short all out advertising campaign to draw attention to this program, and to emphasize the very short sign-up time frame. It was also suggested that the sign-up time frame be discussed with John Hancock and extended to January 15, 2005 if at all possible, or a second sign-up period (without underwriting) be opened next May during the regular Open Enrollment period. There will be four information sessions held by John Hancock to present the program and to answer questions.

Subcommittee Reports:

Budget: Shawnee Vickery, Chair. Dr. Vickery reported that her subcommittee further discussed the John Hancock Long-Term Care Insurance policy and its characteristics. It is important to communicate with your college colleagues and emphasize to them the sign-up dates, November 22 through December 19.

Personnel Policy: Mary Bresnahan, Chair. Dr. Bresnahan reported that General Counsel Robert Noto met with her subcommittee, and he worked through the Faculty Conflicts of Interest policy questions formulated by the subcommittee. They questioned unclear terminology and inquired how the policy would affect people in the behavioral and social sciences and, particularly, in the arts and humanities. It was a very informative session. Mr. Noto will make policy changes per the subcommittee’s discussion, and next week he will return to the subcommittee with both the draft of the FCOI and the Handbook. They will finish their review and bring it forward to the full UCFA. Friday, November 19, is the closing date for all review and comments regarding the Faculty Conflict of Interest policy to be given to Dr. Bresnahan. Further discussion will continue today.
whether to change the current MSU Copyright Ownership policy to be consistent with the other Big Ten universities.

**Old Business:** Dr. Banks inquired if Dr. Bresnahan would be attending Faculty Council at 3:15 p.m. today. The meeting agenda includes discussion regarding the proposal on College-Level Promotion and Tenure Committees. She indicated she would attend.

**New Business:** No new business was noted.

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

**Adjournment:** UCFA adjourned to subcommittees at 2:04 p.m.

Respectfully submitted,

Elva Boyles
Recording Secretary