Members Present: Joseph Bonner, Howard Brody, Mei-Wei Chang, John Dirkx, Ross Emmett, Catherine Ernst, Michael Harrison, Thomas Mullaney, John W. Powell, Hayder Radha, Nicholas Revelos, John Sherry, and Sheila Teahan.

Ex Officio: Robert Banks, David Byelich.

Others: John Revitte, Donna Zischke, and Provost Kim Wilcox.

Provost Kim Wilcox joined UCFA for a box lunch prior to the regular UCFA meeting. He spoke of his observations, accomplishments, and goals for the faculty and for MSU. The time was well spent by both Provost Wilcox and UCFA members.

Call to Order: Chairperson Ross Emmett called the meeting to order at 1:33 p.m.

Approval of Agenda: The boilerplate agenda used for the 2005-06 meetings was approved at the August 30, 2005 meeting.

Approval of Minutes: Dr. Mullaney made a motion to approve the Minutes of September 20, 2005, and Dr. Harrison supported. The Minutes were approved as presented.

Announcements:

- Dr. Emmett reminded UCFA members that they should have received an e-mail from David Byelich with the information on the Quality Fund proposals. He asked that UCFA spend part of the October 4th UCFA meeting discussing the proposal information.

- Dr. Emmett shared a memo from Dr. Banks regarding MSU’s Participation in Harvard-Based Study of Early Career Faculty. Dr. Banks states that MSU will be participating in a national project, housed at Harvard University Graduate School, entitled The Collaborative on Academic Careers in Higher Education (COACHE). Full-time, tenure-stream faculty, beyond their first year of appointment but prior to attainment of tenure, will receive a letter from Provost Wilcox inviting them to participate; his letter will be followed by an e-mail invitation from Harvard to fill out a confidential on-line survey. Faculty may visit the project web site at http://www.coache.org; if there are questions, contact COACHE at coache@gse.harvard.edu, or here at MSU, contact Deb DeZure (ddezure@msu.edu), Director of Faculty and Organizational Development. She is overseeing MSU’s participation in the COACHE project.

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Subcommittee Reports:

Budget: John Powell, Chair. Dr. Powell stated that the 2006-07 university budget request would be discussed and suggestions for points to be included. Rene Rivard is joining the Budget Subcommittee for
their meeting today, so there will be more information to discuss on the university health benefits. 

**Personnel Policy:** Sheila Teahan, Chair. Dr. Teahan reported that her Personnel Policy Subcommittee has been working on a draft Outside Work for Pay policy, and that it is still a “work in progress.”

**Old Business:** No old business was noted.

**New Business:**
- Dr. Banks distributed copies of the Provost’s annual memo regarding Appointment, Reappointment, Tenure, and Promotion Recommendations. Accompanying that memo is Boldness By Design, a document that was introduced at MSU’s Sesquicentennial Convocation in September, explaining a new initiative that will result in the university being recognized as the nation’s leading land-grant research institution. Dr. Banks asked UCFA to review both documents and discuss possible changes by the November 1st UCFA meeting. The Personnel Policy Subcommittee will review the documents and be prepared to present their observations to the full UCFA on October 11th.

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

Respectfully submitted,

Elva Boyles  
Recording Secretary