University Committee on Faculty Affairs

MINUTES

Tuesday, November 22, 2005

Members Present: Joseph Bonner, Howard Brody, William Davidson, Ross Emmett, Catherine Ernst, Michael Harrison, Thomas Mullaney, John W. Powell, Hayder Radha, John Sherry, and Sheila Teahan.

Ex Officio: David Byelich.

Others: John Revitte, Donna Zischke.

Call to Order: Chairperson Ross Emmett called the meeting to order at 1:04 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. Teahan made a motion to approve the Minutes of November 15, 2005 supported by Dr. Brody. The Minutes were approved as presented.

Announcements:

- Dr. Emmett reported that Faculty Council and Academic Council had small agendas and met back-to-back this past week (Academic Council met a week early; they would normally have met today). The Faculty Voice Task Force is still in the process of being organized. The Faculty Council agenda items ranged from the President’s Report on Grand Rapids and the medical school program to the November 2nd Federal Reserve Bank meeting that he attended in Chicago. The Academic Council agenda had nothing major on the agenda that meeting.
- Dr. Emmett intends to compile a list of items distributed from Academic Governance during the past two years and show these items are on UCFA’s agenda from two years ago and never dealt with. He will present this list for UCFA to review and dispense with them expeditiously.
- Dr. Emmett, responding to a question on how the different proposed Ad Hoc Faculty Committees are doing, reported that Task Forces 2, 3, and 4 had enough volunteers to get them started. Task Forces 1 and 5 required more effort to staff, but they, too, are now becoming active. Task Force 1 may end up finalizing their work in 2006.
- Dr. Harrison gave his comments on the dividing up and awarding of the Quality Fund. He feels strongly that funding to awardees should be based on very specific criteria that ought to be sharply focused, and that the size of Quality Fund awards should be sufficient to complete proposed projects, not just to begin them.

Subcommittee Reports:

Budget: John Powell, Chair. Dr. Powell reported that David Byelich presented an interactive model for university budgeting and discussed a variety of percentages in different categories and what it would do to the budget. They talked about the impact of state budgeting relevant to the different options and generally discussed how the budget is put together by the Budget Office each year. They found it to be a very interesting presentation.

Personnel Policy: Sheila Teahan, Chair. Dr. Teahan stated her subcommittee had continued their review on the Outside Work for Pay policy. Today Dr. Ian Gray, Vice President for Research and Graduate
Studies, will attend her subcommittee meeting to discuss the revised *Faculty Conflicts of Interest* policy.

**Old Business:** The 11/04/05 *Draft External Letters of Reference* was discussed beginning with Dr. Teahan’s commentary regarding the external letters. There was a thorough discussion of the different points with a number of very good amendments suggested. Dr. Emmett suggested that it would be good to have another copy of draft memo with the suggested amendments incorporated.

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

Dr. Powell made a motion to adjourn supported by Dr. Brody. The motion carried.

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

Respectfully submitted,

Elva Boyles
Recording Secretary