Members Present: Jonathan Bohlmann, Howard Brody, Mei-Wei Chang, William Davidson, John Dirkx, Ross Emmett, Catherine Ernst, Terry Link, Thomas Mullaney, John W. Powell, and Hayder Radha.

Ex Officio: Robert Banks, David Byelich.

Others: John Revitte, Donna Zischke.

Call to Order: Chairperson Ross Emmett called the meeting to order at 1:00 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: A motion was made by Dr. Mullaney to approve the Minutes of February 28, 2006, supported by Dr. Powell. The motion carried.

Announcements:

- Dr. Emmett announced that the Faculty Conflicts of Interest policy will be discussed at Faculty Council later today. If the policy is approved by this group, it will end about four years of work on this policy. The recommendations from the task forces, set up by Academic Governance to review the issues arising from the Faculty Voice Report, will also be reported at Faculty Council today. All the task forces are expected to make a report before the end of the spring semester except Task Force I, on the Reorganization and Restructuring of Academic Governance, which doesn’t have a timeframe that will be completed this year.
- Dr. Banks reported that the policies on Outside Work for Pay and Overload Pay will be back before the Personnel Policy subcommittee next week from the deans’ review and with their comments for the subcommittee’s consideration and finalization.
- Dr. Dirkx inquired about the status of the proposal about having minors for any major that exists. The proposal is still in review and discussion.

Subcommittee Reports:

- Budget: John Powell, Chair. Dr. Powell reported that his subcommittee had a fairly lengthy discussion on the concept of preparing their salary recommendations. Their primary focus will be on completing the salary recommendations so they may be put before the full UCFA.

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Subcommittee Reports, continued

- Personnel Policy: Sheila Teahan, Chair. Dr. Emmett reported that the subcommittee finalized their conversation about the External Letters of Reference and copies were distributed of two documents: one
was a final text of the *External Letters of Reference* policy, and the second is the emendations of the original text by the Personnel Policy subcommittee and the University Committee on Faculty Tenure. This will be discussed further under Old Business.

**Old Business:** Dr. Banks went through the *External Letters of Reference* document discussing the different changes and presenting points of reference to assist the full UCFA to understand why certain changes occurred. Dr. Brody made a motion to approve the *External Letters of Reference* policy, supported by Dr. Mullaney. The motion carried. Dr. Powell made a motion that the two committee chairs resolve the policy of this becoming policy and report back to UCFA next week. This was supported by Dr. Brody. The motion carried.

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

Dr. Davidson made a motion to adjourn and Dr. Brody supported. The motion carried.

**Adjournment:** UCFA adjourned to subcommittees at 1:45 p.m.

Respectfully submitted,

Elva Boyles  
Recording Secretary