University Committee on Faculty Affairs

MINUTES

Tuesday, October 16, 2007


Ex Officio: Terry Curry, David Byelich.

Others: John Revitte, Donna Zischke.

Call to Order: Chairperson John Powell called the meeting to order at 1:00 p.m.

Approval of Agenda: The boilerplate agenda used for the 2007-08 meetings was approved at the August 28, 2007 meeting.

Approval of Minutes: Dr. Powell stated that seeing no corrections, comments, concerns, or alterations, and without objection, the October 9, 2007 Minutes stand approved as corrected.

Announcements:

- Dr. Powell reported that the October 9 Faculty Council meeting was the beginning of the discussion on Task Force I and bogged down a bit on the procedural efforts. Changing from the open informal discussion of past meetings to using Robert’s Rules of Order is quite an adjustment. There will be some interesting changes proposed and made as they move through discussions.
- Renee Rivard, Human Resources, will join UCFA briefly at 1:30 pm and address the full UCFA and make her initial report on where Human Resources is now. She will then work further with the Budget Subcommittee.
- David Byelich gave a brief update on the state budget activities.
- Professor John Revitte, Faculty Grievance Official, reported that the first of three training sessions for presiding officers will be tomorrow. He will provide a list of the presiding officers when the training is completed.

Subcommittee Reports:

Budget: John Dirkx, Chairperson  Dr. Davidson reported that the Budget Subcommittee received two documents they are tracking. The budget document for the state is presently a “work in progress.” Given the state budget situation, the subcommittee will continue following the state’s actions. They will also continue reviewing facts on the Employee/Professional Development for Faculty and to complete work on the Health Care Benefits.

Personnel Policy: Jason Merrill, Chairperson; David Solomon, Assistant Chair  Last week the subcommittee completed work on the Task Force II Recommendations on Administration Review and would like the full UCFA to review and critique the memorandum, and then it could be discussed during the UCFA meeting. They also continued reviewing and discussing the Fall Break Proposal.
Old Business:
- Dr. Davidson made a motion, seconded by Dr. Merrill, to discuss the 2008-09 Appropriation Request and vote on endorsement of the appropriation request. Since the state budget process is still in flux, the university is also in flux. The usual state request and instructions have not been sent out, so the appropriation request has been prepared following the format of past years. A general discussion of the appropriation request followed. The Committee voted to endorse the 2008-09 Appropriation Request.

New Business:
- Dr. Curry distributed copies of the annually published memo regarding Appointment, Reappointment, Tenure, and Promotion Recommendations. There are two changes typed in bold proposed for change. Dr. Curry request that the document be referred to the Personnel Policy subcommittee for discussion. A motion was made by Dr. Zelevinsky, seconded by Dr. Davidson, that this be referred to the Personnel Policy subcommittee. The motion carried.
- Dr. Curry distributed copies of the Occupational Health and Safety Rules and Regulations, and Dr. Curry requested that this also be referred to the Personnel Policy subcommittee. Dr. Solomon, seconded by Dr. Davidson, made a motion to refer this document to the Personnel Policy subcommittee. Donna Zischke was requested to obtain the paragraphs just prior and just after the paragraph to be reviewed so it would be obvious how this paragraph fits in.
- Dr. Powell introduced Renee Rivard, Chris Hanna, and Dan Mackey from Human Resources to make their presentation regarding health benefits. It was a very interesting presentation.

Other Questions: No questions were noted.

Adjournment: UCFA adjourned to subcommittees at 2:25 p.m.

Respectfully submitted,

Elva Boyles
Recording Secretary