University Committee on Faculty Affairs

MINUTES

Tuesday, April 28, 2009


Ex Officio: David Byelich.

Others: John Revitte, Donna Zischke.

Call to Order: Professor Moriarty called the meeting to order at 1:00 p.m.

Professor Moriarty introduced Provost Wilcox. He told thanked outgoing UCFA members Bill Davidson, Hayder Radha, Ed Morash, Wei Peng, and Gwen Wyatt for the time and effort they gave by participating as a member of UCFA. He also stated how important it was to keep academic governance active to assist with communications between central administration, each major academic unit, and the faculty and staff within those units. His time was brief with UCFA and he shared his perspective on current topics.

Approval of Agenda: Dr. Aben made a motion to approve the agenda as presented, seconded by Dr. Emmett. The motion carried.

Approval of Minutes: Dr. Emmett made a motion to approve the April 14, 2009 Minutes seconded by Dr. Davidson. The motion carried.

Announcements:

- Professor Moriarty spoke about presenting the UCFA proposal for Recommendation for 2009-10 Faculty Merit and Market Pool Increase to Faculty Council at the April 14, 2009 meeting. The proposal passed.
- She spoke about attending the BOT Liaison breakfast and topics of interest from that group.
- Donna Zischke gave an update on the progress of the Union on non-tenure track faculty election currently in progress. There will be a report in early June on the elections result.
- Professor Moriarty reported that the yellow bylaw pages were approved and will be returned to the University Committee on Academic Governance (UCAG). They will go to Dr. Robert Banks and on to Faculty Council in fall 2009.
- Professor Moriarty also reported that the Academic Calendar Task Force has completed its work for spring 2009. It will now be further reviewed by the Provost’s Office and they, hopefully, will respond by September 1st. Any further suggestions of change will be in 2010.
She reported that the updated Faculty Grievance Policy also went through Academic Council smoothly.
Professor Moriarty also reported that Provost Wilcox visited the College of Music and stayed for two hours – everyone enjoyed his visit very much.

Subcommittee Reports:

**Budget:** Ross B. Emmett, Chairperson  
Dr. Emmett noted that he will be on sabbatical beginning January 2010, so he will not be available for UCFA in spring 2010 semester.

**Personnel Policy:** Jason Merrill, Chairperson  
Dr. Merrill was ill and unable to attend today’s meeting. It was noted that Dr. Merrill will also be on sabbatical beginning in January 2010, so he will not be available for UCFA in spring 2010.

Old Business:  No old business was noted.

New Business:

- The Faculty Grievance Official Five-Year Report was reviewed. A motion was made by Dr. Zelevinsky to approve the report and Dr. Emmett seconded the motion. The motion was approved.
- The University Committee on Student Affairs (UCSA) and the University Committee on Faculty Affairs (UCFA) Statement on Civility was created to handle civility with outside speakers, treatment of women and minorities, and cover actions in residence halls. It was decided that the UCSA statement is really a statement of tolerance/civility. Dr. Davidson made a motion to send the statement to the Personnel Policy Subcommittee seconded by Dr. Anderson. The motion passed. The questions to be addressed:
  - Civility should be defined/addressed as to what it is
  - What is the penalty if the rules are not followed?
  Donna Zischke will inquire where the policy statement will go next.
- Professor Moriarty spoke briefly about Section 112 of the 2008 Higher Education Opportunity Act (HEOA), the new federal textbook information requirement. This act requires that colleges and universities make available detailed lists of required course materials prior to the opening of the enrollment process for a particular semester/term. Institutions are expected to have this system in operation no later than July 1, 2010.
- UCFA End-of-the-Year Business – it was agreed that meeting every other week this past year worked well. Dr. Anderson made a motion to retain the same meeting schedule for UCFA for the 2009-10 year; Dr. Aben seconded. The motion passed.
- The 2009-10 UCFA officer election results:
  - UCFA Chair: Dr. Zelevinsky nominated Professor Moriarty to serve as chair for 2009-10; Dr. Emmett closed nominations.
  - Budget Subcommittee: Dr. Davidson nominated Dr. Emmett to continue as chair with a new subcommittee chair chosen for spring semester 2010. Dr. Aben closed nominations.
  - Personnel Policy Subcommittee: Dr. Davidson nominated Dr. Merrill to continue as chair with a new subcommittee chair chosen for spring semester 2010. Dr. Aben closed nominations.
- Professor Revitte, Faculty Grievance Official, thanked the committee for their support during this last year.
- Elva Boyles, Recording Secretary, thanked the committee for the lovely flowers she received.

Other Questions:  No questions were noted.
Dr. Davidson made a motion to adjourn seconded by Dr. Aben. The motion carried.

**Adjournment:** UCFA adjourned at 2:07p.m.

Respectfully submitted,

Elva Boyles
Recording Secretary