University Committee on Faculty Affairs

MINUTES

Tuesday, September 29, 2009


Ex Officio: Terry Curry, David Byelich.

Others: John Revitte, Donna Zischke.

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

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

Approval of Minutes: Dr. Aben made a motion to approve the April 28, 2009 Minutes seconded by Dr. Stamm. The motion carried. Dr. Emmett made a motion to approve the September 15, 2009 Minutes seconded by Dr. Stamm. The motion carried.

Announcements From:

- Chairperson Moriarty:
  - Professor Moriarty extended congratulations to two UCFA members: Kristi Bowman, MSU College of Law, who recently received a Lilly Fellowship and Heidi Bulich who recently received an Adams Fellowship.
  - Professor Moriarty announced that the College of Music would be presenting their Collage III Concert Friday, October 2, at 8:00 pm in Great Hall in the Wharton Center.
  - Professor Moriarty stated that after the UCFA meeting today, David Byelich and she would be meeting with Mr. Guy Procopio regarding the calorie counts on menus. Dr. Emmett will attend special ECAC meeting in her place later today.
  - The special ECAC meeting has been called to discuss the possibility of classes being held M-W-F beginning next fall instead of continuing the 80-minute classes being held M-W this year – this would affect 3-credit hour courses requiring 3 hours of class time weekly. This proposed action has caused a lot of discussion.
  - The Academic Year Task Force has been activated for this coming year. The discussion of implementing a “sub term” has been discussed and is under consideration. There will be more information in the coming weeks.
  - Professor Moriarty reported on the Faculty Council meeting she attended on September 15 and she put forward the Generic Prescribing Program. The proposal was well received.
  - Professor Moriarty reported on the last meeting of the Health Care Committee. There will be an informative document sent out to the faculty after it is reviewed at the next Health Care meeting.
The October 20 Academic Council meeting discussed what reductions in spending have been implemented so far.

- It was reported that Enterprise Business Systems now will not be implemented until January 2011 (instead of July 2010 as originally scheduled). The President and Provost fielded questions and gave clear and concise answers regarding the overall view of the current budget situation.
- On behalf of those faculty who are contemplating donating their raises back to the university, Professor Moriarty will find out the correct procedure for this to be done Then she may send this information through UCFA.
- Professor Moriarty reported that President Simon acknowledged the 2009 UCFA faculty salary recommendation, made yearly during the spring semester. This year’s recommendation was not an across-the-board salary increase – it was a merit and market pool increase to [help] retain the best and the brightest of the faculty and allowing the university to recognize excellent faculty. This document was composed by the UCFA Budget Subcommittee in good faith last April 2009 and in the traditional time schedule of presenting the next year’s budget for consideration by the MSU Board of Trustees. This document is only a recommendation made for consideration in preparing the new budget. It was decided that Chairperson Moriarty and Dr. Ross B. Emmett, chairperson of the UCFA Budget Subcommittee, should request an appointment with President Simon immediately to review and discuss the differing points of view on salary.

Professor Terry Curry reported that the raise process is taking a little more time this year. The raise slips will be distributed by the second week in October.

David Byelich distributed copies of an Academic Council handout, *Shaping the Future of MSU*, and gave an overview of the document.

John Revitte distributed copies of the Faculty Grievance Office Annual Report and reviewed the information in the report.

**Subcommittee Reports:**

**Budget:**  *Ross B. Emmett, Chairperson*  
Dr. Emmett reported that the subcommittee decided on agenda items for this fall. The key topic for today will be the appropriation request for the university whereby the principals for next year request are outlined. The set of principals was circulated at the last meeting will be reviewed briefly today. The Health Care Committee will be submitting their report and that will be the focus of their next meeting. Also, per the subcommittee’s usual fall schedule, the Benefits staff will be meeting with the subcommittee and reviewing changes in university benefits. That review will be set up in early November. Additional fall topics will be shared in the coming weeks.

**Personnel Policy:**  *Jason Merrill, Chairperson*  
The subcommittee did not meet last week, but Dr. Merrill reported that the subcommittee would be reviewing the *User’s Manual for The Faculty Grievance Policy*. After that, they will begin work on the *Civility* statement and additional projects assigned during the year will make up their agenda.

**Old Business:**

Professor Moriarty that the *Sexual Harassment* policy came up last year and it was forwarded to Paulette Granberry Russell in the Office for Inclusion and Intercultural Initiatives. She will be reporting back to UCFA about the October 27 UCFA meeting.

The Personnel Policy Subcommittee received the *UCSA Civility* statement late last spring and they will be examining that and writing and/or editing the statement and bringing it back to UCFA for review. It will then be forwarded to ECAC.

The hiring in Grand Rapids and Southeast MI medical schools is also a topic from late last spring. We comprised a list of questions we’d like answers for – we will review
these questions and if there are some additional questions after review, we will add them to the list. Representatives of the medical schools will be provided an opportunity to answer these questions at one of the UCFA meetings.

**New Business:**

The Enterprise Business Systems continues to be a work in progress – it might be able to combine the duplication of forms with the EBS topics and have a speaker come in and address both topics. Several speakers were mentioned who might be contacted to come in and speak to UCFA.

**Other Questions:** No other questions were noted.

**Adjournment:** Dr. Emmett made a motion to adjourn UCFA to subcommittees seconded by Dr. Nawyn. The motion carried. UCFA adjourned to subcommittees at 2:20 p.m.

Respectfully submitted,

Elva Boyles  
Recording Secretary