University Committee on Faculty Affairs

MINUTES

Tuesday, October 13, 2009


Ex Officio: David Byelich.

Others: John Revitte, Donna Zischke, and Provost Kim Wilcox.

Call to Order: Professor Moriarty called the meeting to order at 1:02 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. Nawyn made a motion to approve the September 29, 2009 Minutes seconded by Dr. Stamm. The motion carried.

Announcements:

Professor Moriarty reported that the academic calendar discussion continues to move along. The agenda item has been withdrawn from Faculty Council since it’s no longer relevant and not going to happen this year.

The bylaws will be on the Faculty Council agenda today. Dr. Banks was requested to review the bylaws for any unfinished business and he has four areas where he felt it might be best to leave them as they were rather than to make changes. So the bylaws may be presented for a vote today, including revisions, and then to go on and pursue the possibility of reviewing the four areas from Dr. Banks.

Professor Moriarty met with Mr. Guy Procoppio, head of campus dining for Housing and Food Services, and also with Mr. Michael Clyne, Executive Chef of Kellogg Center. She reported that Mr. Clyne was delighted with the idea of adding calorie information to the menus and he plans to design a separate menu for Kellogg Center that includes the calorie information and thought about how to possibly publicize this as a faculty health initiative that comes from UCFA whereas Mr. Procoppio felt it would be difficult to obtain the calorie information let alone get it integrated into the residence halls menus. Professor Moriarty invited Mr. Procoppio to visit UCFA and share his views.

Professor Moriarty and Dr. Emmett had a very productive meeting with President Simon regarding faculty salaries. They all three agreed that good communication is the essential key for good relations and cooperation. They also discussed health care and what might be done to show faculty the discussion of this began in 2006.

There likely will be a timeline showing the progression of actions related to health care added to the Health Care Cost Reduction Strategies and shared with the faculty within the next week or two.

David Byelich distributed copies of the MSU 2010-11 Appropriation Request (Draft) and asked committee members to read through the document and share any questions or
suggestions with him.

Subcommittee Reports:

**Budget:**  *Ross B. Emmett, Chairperson*  Dr. Emmett said the appropriation request just distributed to the committee was the focus of their last meeting. He asked committee members to also copy him on any e-mails sent to David Byelich regarding the appropriation request.

**Personnel Policy:**  *Jason Merrill, Chairperson*  Dr. Merrill reported that the subcommittee reviewed and approved a list of presiding officers for faculty grievances, they agreed to continue discussion on the role of administrators in the entire process and they turned to *The Faculty Grievance Policy: A User’s Manual* for the faculty grievance policy and begin that discussion this week of they have time, otherwise they’ll work on that next week.

Old Business:

From last meeting, the questions were put forth for committee review to see if there were additions or corrections before source people are invited in to answer these questions. It was suggested that the dean of both the College of Human Medicine and Osteopathic Medicine be invited for, perhaps, the November 24th meeting.

New Business:

Dr. Merrill said the Provost’s memo regarding Appointment, Reappointment, Tenure, and Promotion Recommendations will be reviewed this week during the Personnel Policy meeting. It will be put before the full UCFA at the next meeting on October 27 – although Dr. Merrill is not available for that meeting, someone from the subcommittee will shepherd it through.

Dr. Emmett addressed the two issues he put forth.

- The first issue is the *Payment of Promotion Increase* and he explained the current policy as it is now and the possibility of change within the next few years. This topic was directed to the Personnel Policy Subcommittee for their review.
- The second issue is a website names “coursehero” and the site violates our Code of Teaching Responsibility and/or the university’s copyright policy. The student pays a subscription fee for access to notes, syllabi, tests, exams, assignments, answer keys, homework answers, etc. Dr. Gift will attend UCFA October 27 and may address some aspects of this topic.

Other Business:

David introduced Mr. Gary Paul, senior director of Human Resources, visiting from Nelson Mandela Metropolitan University in Port Elizabeth, South Africa. He is visiting as an American Council of Education Fellow completing six weeks of work in the United States.

Other Questions:  No other questions were noted.

Provost Kim Wilcox joined UCFA at 2:00 p.m. and spoke on a variety of topics centering on the budget for both the university and the state of Michigan.

Adjournment:  Dr. Rowan made a motion to adjourn seconded by Dr. Merrill. The motion carried. UCFA adjourned at 2:55 p.m.

Respectfully submitted,
Elva Boyles
Recording Secretary