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Faculty and P&A Affairs Committee
Minutes of Tuesday, September 18, 2012

At this meeting the committee discussed the following topics: update on UMM's backfill policy for medical and emergency situations, faculty time release program, Founder's Scholar, the FAPAAC forum and faculty/P&A leaves.

Present: Roger Wareham, Tom Ladner, Athena Kildegaard, James Wojtaszek, Ben Baglio, Sara Haugen, Gordon McIntosh, and Cyrus Bina. Absent: Vicki Graham, and Kevin Stefanek.

Reviewed, approved committee minutes from September 4, 2012

Updates: R Wareham attended steering committee meeting as they met with all chairs of campus committees. Schedule was given out. If our committee wants an item on the campus assembly agenda, we have to get the information to the steering committee two weeks prior to assembly meeting. The planning committee's top priority this academic year is UMM's comparative groups. Last year R Wareham was invited and attended meeting as they reviewed comparison groups as compared to UMM and to salaries. If FAPAAC is asked to be part of this process, he will continue to work with committee.

UMM Backfill Policy: UMM has a backfill policy of \$30,000 in recurring funds and has been used in 2011-12 for three instances, totaling \$9,981.01. The balance remaining of approximately \$20,000 will be carried forward to 2012-13 and will be replenished to a level of \$30,000.

Question if funds could be used for P & A backfill and if out less than 2 weeks it could be used.

Course Release grant program: Morris Campus was given from the U of M Office of the Vice President for Research \$25,000 a year for two years as a pilot program for faculty release time. The Dean asked the Faculty Development Committee to develop the request for proposals and the application process with the help of the Grants Development office. Still working on final details but five awards will be granted. Funds will cover a 4 credit academic year course release or \$5,000 salary/fringe benefits for summer research support. Funds would be available for spring, summer and fall of 2013 and spring of 2014. This fund will not pay for over loads. Note: The program should be announced by the Faculty Development Committee around Oct. 08 and more details will be provided then.

Founders Scholar: There was a question as to the status of the Founders Scholar program, which was announced in May 2012. G McIntosh will inquire. Note: It was announced on September 20, 2012 that Associate Professor English Becca Gercken was named UMM's first Founders Scholar.

FAPAAC Forum: After discussion and approval, an open forum/town hall meeting will be set up for Faculty and P & A to attend and participate. This town hall meeting approach discussion will drive an agenda and committee will listen to the input. The meeting will be held on campus within the next month, around 4:30 time frame. Note: the meeting has been scheduled for Tuesday, Oct. 9 at 4:30 p.m. in Imholte 112; the dean's office has provided a small amount of funds for refreshments.

Hiring during leaves: The committee referred to the UMM website that discusses hiring during leaves, and briefly wondered about possibility of establishing a budget for the backfill funds.

P & A Staff Development leave procedure: The UMM procedure, application and department recommendation sheets were handed out for review. To our knowledge (and in touching base with human resources) no P & A employee at UMM has had a leave. The last time the UMM procedure was updated was around 2005 with the University wide policy being updated in 2010.

Meeting dates: In looking at fall break dates, the committee's meeting would be during this time. Instead of a meeting in two weeks, the next meeting will be in three weeks on Tuesday, October 9th from 9:00 – 10:00 a.m. in the Humanities Conference Room. Following that meeting the committee will meet again in two weeks on October 23, 2012 at the same time and place.

Submitted by,

Jenny Quam, staff support