**Present:** J. Alan, M. Bankroff (for C. Borchgrevink), K. Bieda, J. Buchweitz, T. Craig,   
J. Fitzsimmons, M. Helton, B. Holtz, T. Jeitschko, N. Lajevardi, D. McCole, T. Pence,   
E. Rapinchuk, F. Ravitch, T. Silvestri, F. Villarruel, L. Walesby, P. White, H. Wu,   
K. Yermak, S. Yoder

**Absent:** A. Austin, J. Schuster-Craig

A regular meeting of the University Committee on Faculty Affairs was held on October 25, 2022 at 1:00 p.m. via Zoom with Chairperson Jamie Alan presiding. The agenda was approved following an amendment. The draft minutes of the October 11, 2022 meeting were approved as presented.

Chairperson Alan, Provost Teresa K. Woodruff, Senior Associate Provost Thomas Jeitschko, and Faculty Grievance Official Francisco Villarruel gave remarks, and Faculty and Academic Staff Affairs Director Kara Yermak read remarks on behalf of Interim Associate Provost for Faculty and Academic Staff Affairs Ann Austin.

# Use of Microsoft Teams

The chairperson sought feedback on the committee’s recent use of the Microsoft Teams platform to share meeting materials. There was no feedback, and the chairperson said that the committee would continue using Teams.

# Sick Leave and Bereavement Policies [2223-07]

Director Yermak presented [a summary](https://acadgov.msu.edu/-/media/assets/academicgovernance/docs/ucfa/2022-2023/ucfa-2022-10-25/b---b1g-faculty-bereavement-policy.xlsx?rev=d2657c19f0f04059a8a20aaceea66efb&hash=8F66D89D7845A81C5CEB4AB01B370AC6) of the different bereavement leave benefits provided at Big Ten schools. The chairperson clarified that the issue would return to the full committee after the Personnel Subcommittee had completed its work.

# Restoration of Funds from Pandemic-Related Salary Cuts [2122-31]

Melanie Helton raised the issue of faculty not receiving the funds that were cut from their salaries due to pandemic-related financial circumstances. The committee discussed the matter extensively, and Senior Associate Provost Jeitschko clarified that there was unlikely to be any return of funds outside of the twelve months’ worth of retirement contributions that were [returned in April 2022](https://president.msu.edu/communications/messages-statements/2022_community_letters/2022-04-29-2022-covid-impact-on-retirement-contributions.html). Members of the committee expressed their hope that the administration would more clearly communicate its appreciation for faculty and academic staff and recognition of the difficulty the pandemic caused them.

# Meetings During Scheduled University Breaks and Holidays

The committee discussed whether UCFA should meet on religious holidays or fall break. By consent, the committee agreed to avoid scheduling meetings on such days.

# Holding Time for Subcommittee Work

The committee discussed whether UCFA members should plan on holding the 1:00–3:00 p.m. slot on the Tuesdays UCFA doesn’t meet for potential subcommittee work. Following debate, the committee agreed to give feedback on holding time on select spring dates via a poll.

# In-Person Meeting Option

The committee discussed whether members should have the option to attend meetings in person. By consent, the committee agreed to have hybrid meetings, with Senior Associate Provost Jeitschko’s team coordinating the logistics.

# Adjournment

The meeting adjourned at 2:03 p.m.

  
  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
Tyler Silvestri  
Secretary for Academic Governance **Approved:** November 15, 2022