

To: FMC, Chair and Vice Chair of the Faculty Senate

Fr: Brooke Ackerly, Chair FMC 2017-2018

Re: Annual report

Attachment: FMC CHARGES AY 17-18 BA progress

Date: June 19, 2018

The 2017-2018 Faculty Manual Committee was comprised of:

Brooke Ackerly, Chair, A&S (2019)

Geoffrey Fleming, Medicine (2018) [Executive Committee Liaison]

Benigno Trigo, A&S, (2018)

Myrna Wooders, A&S (2019)

Josh Fessel, Medicine (2020)

Chris Lehmann, Medicine (2020)

Yesha Yadav, Law (2020)

Duco Jansen, Engineering (ex officio)

Becky Keck, Nursing (ex officio)

We meet monthly as a committee in the two hours prior to the Faculty Senate meeting. Due to this timing we were not able to have Debbie Hayes present to take minutes. Therefore, our minutes are merely notes taken by the chair during the meeting either following the agenda or where the conversation was about particular text, on the particular text. In addition the chair met with members of the committee and other colleague around the university as necessary regarding each of the charges.

We began the term with 16 charges enumerated in the attached document (FMC CHARGES AY 17-18 BA progress). After each charge was complete (or consolidated with another charge), I greyed out the charge. In the interim, I kept the document updated so as to provide the next chair with a historical record of progress. This document roughly follows the formatting of the charges document created at the beginning of the next year. In addition, for each charge, I wrote internal memos about our process. Both of these – the attached progress document and the memos – should be a resource for future FMC. They are not intended for a wider audience, but they are not secret documents either. They are intended to facilitate transparency and have been used in correspondence with the various parts of the university over various charges. All of these materials can be found in the Dropbox folder, \FMC 2017-2018, to which committee members have access.

The charges completed were:

1. Creating an e-process so that FMC meetings were focused on information gathering and decision making. We also “flipped” the FMC-FS proposal process and brought to the FS the topics we were working on one or two sessions before we were ready to make a proposal so that we could solicit faculty feedback.
2. Created the memoing practice for FMC charges.

3. Remove domestic partner
4. Amend titles and department names as indicated
7. Part III, Chapter 4, B. RIGHTS IN LITERARY AND ARTISTIC WORKS AND TECHNOLOGY
8. Appeal process for those turned down at the 4th year review, folded into charge 10
9. This charge concerned the annual report of the administration to the FS of when and for what reasons the administration accesses faculty email. The administration produces this annual report and did so in AY2017-2018.
13. Review split related changes.
14. Identify and review information related to diversity, equity and inclusion within the Faculty Manual. Changed the gender binary of the FM and added proposed other changes to the Grievance section of the FM (Part IV).
15. Combined with charge 6 (below).
16. Revise Personal Relationships (Part III, 7).

Charges that are continuing

5. Clarify who is included in “rank of Instructor or above” (This charge is not complete, but rather was deferred to the Committee on Shared Governance. That committee reaffirmed the problem of the definition. When the Faculty Senate and the Provost determines the changes that should be made to the Faculty Manual to correct this problem, we will take on that charge.)
6. Part III, chapter 3, UCC proposed changes to align the Faculty Manual with COI Policy and include Faculty participation (combined with 12 and 15). (The OGC will bring proposed text to the FMC in the fall.)
10. Review of Part IV Disciplinary Actions and Grievances, Chapters 1 and 2. (The FM Chair will bring OGC-approved changes to FMC in the fall.)
11. Complete review of HR changes to Part VII. (The OGC and HR will bring proposed text to the FMC in the fall.)
12. Part VIII: Vanderbilt University Compliance Program and Standards of Conduct (The OGC Provost will bring proposed text to the FMC in the fall.)