Call to order

Approval of the minutes of May 4, 2015

Report of the Executive Committee

Remarks by the Chancellor

Scheduled Remarks
  Brett Sweet, Vice Chancellor for Finance and Chief Financial Officer

  Audrey Anderson, Vice Chancellor and General Counsel and Eric Kopstain, Vice Chancellor for Administration. Vice Chancellor Anderson presented on behalf of both of them.

Old Business
  Steiger/Wooders motion with the amendment from the Senate Affairs Committee to change Order of Business in the Senate Rules of Order

New Business
  Motion on changes to Part 1, Chapter 5 of the Faculty Manual (Senator Myrna Wooders, Faculty Manual Committee Chair)

Good of the Senate

Adjournment to reception
**Voting Members present:** Brian Bachman, Mark Cannon, Sam Chang, Tom Christenbery, Brian Christman, David Cliffel, Buddy Creech, Geoffrey Flemming, Teresa Goddu, Jennifer Green, John Greer, Richard Haglund, Alyssa Hasty, Marc Hetherington, Brian Heuser, Leslie Hopkins, Joyce Johnson, Betsy Kennedy, Xenofon Koutsoukos, Chris Loss, Peter Martin, Holly McCammon, Nicole McCoin, David Merryman, Michael Miga, Kevin Murphy, Joseph Neimat, Erin O’Hara O’Connor, Caglar Oskay, Scott Pearson, Ann Price, Geri Reeves, Debbie Rowe, Jonathan Schildcrout, Fernando Segovia, Claire Smrekar, Thomas Talbot, Benigno Trigo, David Weintraub, Richard Willis, James Wittig, Myrna Wooders, David Wright, Edward Wright-Rios, Jeff Balser, Camilla Benbow, Laurie Benton, Phillip Fauchet, John Geer, Chris Guthrie, Eric Johnson, Linda Norman, Emilie Townes

**Voting Members absent:** Sandra Barnes, Tony Brown, Eric Delpire, Charlene Dewey, Terry Maroney, Lou Outlaw, Graham Reside, Sarah Rohde, Gayle Shay, Michael Slayton, Stephanie Spottswood, William Walsh, Donna Webb, Edward Rios-Wright, Mel Zeigler, Mark Wait

**Ex Officio Members present:** Audrey Anderson, Mark Bandas, Vanessa Beasley, Donald Brady, Joseph Combs, Cynthia Cyrus, Beth Fortune, Rolanda Johnson, Eric Kopstain, Paul Lin, John Lutz, David Raiford, Susie Stalcup, Brett Sweet, Susan Wente, Nick Zeppos.

**Ex Officio Members absent:** Anders Hall, Larry Marnett, Timothy McNamara, Bonnie Miller, David Williams

---

**Call to Order**

Chair Willis opened the meeting at 4:10. Chairman Willis began by acknowledging all new Faculty Senators.

**Approval of the minutes of May 4, 2015**

Chair Willis asked for a motion to approve the minutes from May 4, 2015. A motion was made and seconded to approve the minutes. The motion passed unanimously by voice vote.

**Report of the Executive Committee**

Chairman Willis began by stating that the Executive Committee has been busy over the summer and indicated that there are four pages of notes available on the Faculty Senate’s portal [https://www4.vanderbilt.edu/facultysenate/secure/senateportal.php] that underlines his slides and provides additional information and content. He encouraged all senators to take those notes back to their constituents.
Chairman Willis began by outlining the work that was started by last year’s Senate:

- **Graduate Education Study Group (GESG)**
  - The Graduate Education Study Group was formed by Provost Wente last year with then Senate Chair Paul Lim. Four forums have been scheduled to present the GESG’s executive summary, one of which occurred on Wednesday, September 9th.

- **Federal Regulatory Changes continue**
  - Last year’s Senate rolled out faculty training as responsible employees under Title IX. The Violence Against Women Act (VAWA) was revised by the federal government effective July 1, 2015. Anita Jenious will present the updates to VAWA to the Senate at our November meeting.

- **Task Force on Greek Life**
  - Continue to work assiduously on their charges. Chairman Willis recently attended a Task Force meeting and feels that the group has generated a great deal of quality data. A report should be expected by the task force by the end of Fall Semester.

- **Bike and Pedestrian Advisory Committee (BPAC)**
  - The Executive committee has been asked to ensure there is more Senate representation on various Vanderbilt committees.
  - The committee was asked to find representation on (BPAC).
    - Senate is partnering with bike riders who would like to see the availability of covered parking for bikes on campus. We have been working with Mark Petty in this regard.
    - The hope is to formulate a pilot study in the near future where we will create a covered bike rack in the 25th Place Garage and it will accommodate between 20 and 30 bicycles.

- **Campus Master Planning:**
  - Vice Chancellor Kopstain has provided some slides that summarize this initiative that is just beginning to take shape.
    - The creation of a plan will work to rationalize Vanderbilt’s footprint in support of our academic mission.
    - Vice Chancellor Kopstain is going to form a Spearhead committee which will have multiple subcommittees beneath it
      - The current vision is for each steering committee to have one faculty member and one staff member represented.

- **Vanderbilt Child Initiatives**
  - Working with Vice Chancellor Kopstain’s office, the Executive Committee is working on three initiatives around Vanderbilt and Children.
    - Extending the dependent student discount to parents who have children enrolled in CTPs—Comprehensive Transition Programs—and currently those programs are not included in VUs tuition discount program
    - Second, faculty is now engaged in searching for a new Director of Vanderbilt’s Childcare Center. (Dianne Neighbors, who was the director of the childcare center for 19 years has just retired.)
With the input of the Executive Committee, Laura Nairon (Project Manager for the Master Plan) has put together a committee that has representation from the VU side if campus as well as the VUMC side of campus as well as representation from Vanderbilt Medical Center’s house staff.

Finally, Chairman Willis stated that, “we will be considering synergies between the Susan Gray School in Peabody and the Childcare Center.

“This is a very nascent effort, but we will certainly be encouraging feedback and engagement by the Peabody faculty.”

Faculty Manual comment period

- The comment period concluded on September 4th after two weeks of being open for feedback. 11 comments were received and that feedback has been passed onto the Faculty Manual Committee.
  - Senator Wooders chairs the Faculty Manual Committee and those comments and will be reported out as the committee continues to update and present proposed revisions to the faculty manual.

Town Hall meetings on the Reorganization

- August 20th was the first meeting.
  - All 3700 faculty members were solicited for their questions to inform this meeting, and 244 questions as a result.
  - 24% of these questions pertained to benefits, all of these questions have been answered and all of those answers are on the HR F.A.Q. page.

Concur

- There was an article has already been posted in MyVU [http://news.vanderbilt.edu/2015/08/new-travel-agency-search/]
  - In sum:
    - Due to less than satisfactory service with Vanderbilt’s previous travel agency, a Request for Proposal (RFP) was conducted and reviewed by a committee that included faculty representation.
    - Senator Wright was on this committee as well as Chairman Willis
    - World Travel was selected as the new travel management company
      - Rationale for why a travel management company is necessary is posted on the Senate Portal. There are four different broad areas that make a travel management service beneficial.

Vice Chancellor Williams will speak at Senate Assembly October 8th

- An email was distributed on 9/10 to elected senators to provide questions for Vice Chancellor Williams to consider. Responses to survey are due Friday, 9/18 at 5:00PM.

Searches underway

- The Provost has been very transparent in hiring process and a good amount of information is posted on the Provost website.
  - All search committees are posted on Provost’s website
    - Note: All have faculty representation.
All position descriptions are provided on the Provost’s website. [Links are also available through the Senate Portal]

Faculty Senate Standing Committees
- Every senator should be assigned to a standing committee
- Standing committees as where the majority of work happens for the Senate

Remarks by Chancellor Zeppos
Chancellor Zeppos made his remarks on diversity and inclusion; the reorganization of Vanderbilt University and the Vanderbilt University Medical Center; and his focus on soliciting feedback from the Vanderbilt students, faculty and staff around innovative strategies for VU’s future.

Scheduled Remarks
Brett Sweet, Vice Chancellor for Finance and Chief Financial Officer

Vice Chancellor Sweet provided an overview of Vanderbilt financial matters. He outlined the fact that although this is a challenging financial time for higher education, “Despite external economic pressures, Vanderbilt’s financial health remains strong.” Much of his presentation consisted of responding to faculty senator questions that were collected in advance of his presentation.

The list of questions he received and his slides are available on the Senate Portal.

Audrey Anderson, Vice Chancellor and General Counsel

Update on standards of conduct
- Vice Chancellor Eric Kopstain and Vice Chancellor Anderson would like to partner with the faculty to review and update the University Standards of Conduct.
- The Standards of Contact were put in place at the University at the request of the Board of Trust in 2002. They have not been substantially updated since 2005.
  - The Administrative Compliance Committee—which Vice Chancellor Kopstain and Vice Chancellor Anderson co-chair—has recommended that the Standards of Conduct be updated this year.
- The Standards of Conduct highlight policies and procedures already in place on campus.
  - Each year when faculty and staff sign the Conflict of Interest Form online, mark a box that indicates their understanding and agreement to the Standards of Conduct.
  - The Standards of Conduct are currently posted at the beginning of the Faculty Manual.
- The Administrative Compliance Committee looks forward to working with the Faculty Senate Executive Committee and other Senators to review and revise the document.
Old Business

Chairman Willis introduced the Old Business as a motion that was brought to the Senate at the May Senate Assembly. Because it represents a change to the Senate’s Rules of Order it was presented at the last regularly scheduled meeting (May 4, 2015) and is then voted on at the next regularly scheduled meeting. All proposed changes to the Rules of Order are handled in this manner.

Chairman Willis asked if there were any questions or discussion for the motion. No questions or discussion was raised.

Steiger/Wooders motion with the amendment from the Senate Affairs Committee to change Order of Business in the Senate Rules of Order

Whereas the Faculty Senate desires to conduct meetings that are effective and efficient,

Whereas it is helpful for Senators to review materials that are discussed during Faculty Senate meetings,

Be it resolved that:
1. The normative order of business, which may be modified at the discretion of the Chair of the Faculty Senate, will be the following:
   - Call to order
   - Approval of minutes
   - Executive Committee Report
   - Remarks by the Chancellor
   - Standing committee reports
   - Ad hoc committee reports
   - Old business
   - New business
   - Scheduled remarks, with discussion to follow
   - Good of the Senate
   - Adjournment

2. Materials presented during scheduled remarks, either in original or redacted format, will be posted to the secure Faculty Senate website at the discretion of the Executive Committee and the approval of the presenter.

   43 approve, 1 no, 1 abstain. Motion passes.

New Business
Chairman Willis passed the microphone to Senator Myrna Wooders, Chair of the Faculty Manual Committee to introduce the New Business.

Senator Wooders commented that she was very happy so many Senators were present at the meeting as the Faculty Manual is very important because it describes the relationship and summarizes the obligations between the faculty and the University.

Senator explained that, “there are two teams working on the Faculty Manual. One is David Raiford and Tim McNamara, and they are working primarily on changes connected to the reorganization; whereas, the Faculty Manual Committee is working on the whole faculty manual.”

Senator Wooders explained that the changes [the original, proposed revisions, and final version will be posted on the Senate Portal] which have been made by this fall’s Faculty Manual Committee are shown in red, most of the changes written in blue were made by David Raiford and Tim McNamara. Senator Wooders pointed out that the edits in this motion primarily have to do with the reorganization and the processes that the Chancellor, Provost and Faculty Senate will go through to propose and make changes.

She highlighted the fact that one focus of the Faculty Manual Committee was to make [formatting] clearer. She pointed out that, “we view this as a collaborative process with the Chancellor and Provost. We—the Faculty Senate—also want the ability to express our opinion and so we want to be clear about the process.”

Another key area of change from the Raiford-McNamara edits was that their version of the document stated that the Office of the Vice Provost of Faculty Affairs would keep the record of the Faculty Manual. Senator Wooders stated that both last year’s Faculty Manual Committee as well as this year’s committee would like the Senate to keep its own copy of the Faculty Manual and do its own recording and record keeping process.

Senator Wooders then officially presented the motion:

**Motion on changes to Part 1, Chapter 5 of the Faculty Manual (Senator Myrna Wooders, Faculty Manual Committee Chair)**

Whereas the Vanderbilt Faculty Manual requires revision and updating, as part of this process,

“We, the Faculty Manual Committee, move that the following document be accepted as Part I, Chapter 5 of the Faculty Manual and replace the corresponding part of the current version of the Faculty Manual.”

45 approve, 0 no, 0 abstain. Motion passes.

The “clean copy” (with all track changes accepted) of the accepted revisions to the faculty manual Part 1, Chapter 5 is attached to these minutes. The Faculty Senate is working with IT now to create a space within the Faculty Senate Portal where all changes
to the Faculty Manual that are accepted will be placed to aid us in keeping track of the changes as they go through the Senate.

Adjournment to reception
September 14, 2015

To: Chancellor Nick Zeppos  
From: Richard Willis, Chair of the Faculty Senate

On September 10, 2015, the Senate unanimously approved the attached revisions to the Vanderbilt University Faculty Manual. This memorandum forwards those proposed revisions to you for your review and, we hope, approval. The revisions pertain to Part I, "The University and its Governance," Chapter 5, "Amendments to Faculty Manual." I attach two documents:

Track changes copy

This document contains the proposed revisions to the current version of the Faculty Manual made by two teams. The proposed revisions in blue are from Vice Provost for Faculty and International Affairs Tim McNamara and Associate Vice Chancellor for Health Affairs David Raiford. These revisions merge some of the 2014-2015 version of this part of the Manual with some of the changes approved by the Senate in February 2015. The subsequent proposed revisions in red are from the Senate's Faculty Manual committee and incorporate more of the revisions approved by the Senate in February.

Clean copy

This document presents the proposed revisions to the Faculty Manual without track changes.

The Faculty Senate hopes that you will approve the proposed revisions. As required by the Faculty Manual change process I am providing an identical copy of these materials to the Provost for her review and, we hope, approval. Certainly, I stand ready to address any questions or concerns you have and, as always, thank you.

Richard H. Willis, PhD  
Chair, Faculty Senate (2015-2016)  
Anne Marie and Thomas B. Walker, Jr.  
Professor of Accounting  
richard.h.willis@vanderbilt.edu  
615-343-1050, office
Chapter 5: Amendments to Faculty Manual

Revisions to the Faculty Manual are a collaborative process involving the Chancellor, the Provost, and the Faculty Senate. All amendments or proposed amendments to the Faculty Manual are required to pass through Steps 1 to 4 below.

Step 1. Proposal for Changes

Any formal proposal for a change in the Faculty Manual must be made by the Chancellor, the Provost, the Vice Chancellor for Health Affairs, or the Chair of the Faculty Senate on behalf of the Senate. The proposal becomes an official formal proposal when the official initiating the proposal sends the proposal in writing to the other two officials in the change process. The Chair of the Faculty Senate shall inform the members of the Faculty Senate of any changes to the Faculty Manual that have been proposed since the most recent meeting of the Senate. A copy should go to the Office of the Vice Provost for Faculty for archiving as discussed below. The Provost will confer with the Dean of the School of Medicine Deans of the Colleges and Schools about any proposed changes.

Step 2. Deliberations.

Once a formal proposal has been made, the Faculty Senate and the Provost (in consultation with the Dean of the School of Medicine who may consult with the Deans of the Colleges and Schools), and the Vice Chancellor shall have a minimum of thirty days to issue recommendations on the proposed change to the Chancellor. It is likely that many changes that are purely informational will not require discussion. Others will merit extended discussion, including referral to committees of the Faculty Senate or to the Office of the General Counsel. All efforts should be made to conclude deliberations within a reasonable period of time. The ultimate decision on any changes lies with the Chancellor, who will inform the other officials.

Step 3. Approval.

The ultimate decision on any change lies with the Chancellor, who shall inform the Provost and the Chair of the Faculty Senate of the decision within a reasonable period of time.


The Chair of the Faculty Senate shall inform the members of the Faculty Senate of the final disposition of each proposal. Deans of each College or School shall bring the changes to the attention of the faculty members of their college or school. A copy of any changes shall be provided to the Office of the Faculty Senate and to the Provost, who will archive any such changes.

Interim Change
There may be instances in which some almost immediate change is needed due to changes in laws or regulations or funding agency requirements. A change in government regulations might well include a specific compliance date, for instance, and an interim change may be required. If that change involves matters that the Faculty Senate (for instance) wishes to study in more detail or if the Faculty Senate is not in session, an interim change may be required. In such cases, the Chancellor either may make the change or designate another officer to do so, with an indication on the Faculty Manual website in the Manual that the matter is under review. The procedure shall then follow as set forth above, beginning with a proposal for change. The Chair of the Faculty Senate should inform the members of the Senate of any changes to the Faculty Manual that have been proposed since the last prior meeting, and of what disposition has been made of each proposal.

Archive of Changes

The Provost’s Office of Faculty Affairs is the office of record and the record custodian of the Faculty Manual.

In August of each year, a “snapshot” of the Faculty Manual is shall be taken and frozen for that year. This document is shall be retained for seven years by the Provost’s Office of Faculty Affairs and by the Faculty Senate Office and then sent to the University Archives by the Provost’s Office. The final record of changes made each year, prior to the snapshot being taken, is shall be retained permanently in the Office of Faculty Affairs and the Faculty Senate Office. Records leading up to final changes are retained for seven years and then destroyed.

Each year a hard copy of the August snapshot shall be preserved as an archived document in the Jean and Alexander Heard Library’s Office of Special Collections and University Archives. These copies shall be maintained in such a way that both the archived hard copy and the online snapshot for any given year are conveniently available to faculty members. As changes are made to the Faculty Manual, they shall be documented on the Faculty Senate website and the accumulated changes made during the year shall also be archived along with the snapshot. The Vice Provost for Faculty should maintain an archive of changes made to the Faculty Manual. On the first Monday in August each year, a “snapshot” of the Manual shall be taken that will be preserved as an archived document both in the Faculty Senate’s office and in the Jean and Alexander Heard Library’s office of Special Collections and University Archives. This document should indicate in some fashion the nature of changes made during the period since the last previous similar document was created. The copy in University Archives should be maintained in such a way that the archive copy for any given year is conveniently available online to faculty members. To the extent possible, a “hard copy” of each edition of the Faculty Manual up to the shift to electronic publication should be deposited in University Archives.
Motion: Whereas the Vanderbilt Faculty Manual requires revision and updating, as part of this process,

We, the Faculty Manual Committee, move that the following document be accepted as Part I, Chapter 5 of the Faculty Manual and replace the corresponding part of the current version of the Faculty Manual.

Chapter 5: Amendments to Faculty Manual

Revisions to the Faculty Manual are a collaborative process involving the Chancellor, the Provost, and the Faculty Senate. All amendments or proposed amendments to the Faculty Manual are required to pass through Steps 1 to 4 below.

Step 1. Proposal for Changes

A proposal for a change in the Faculty Manual must be made by the Chancellor, the Provost, or the Chair of the Faculty Senate on behalf of the Senate. The proposal becomes a formal proposal when the official initiating the proposal sends the proposal in writing to the other two officials in the change process. The Chair of the Faculty Senate shall inform the members of the Faculty Senate of any changes to the Faculty Manual that have been proposed since the most recent meeting of the Senate. The Provost may confer with the Deans of the Colleges and Schools about any proposed changes.

Step 2. Deliberations.
After a formal proposal for change is made, the Faculty Senate and the Provost (who may consult with the Deans of the Colleges and Schools), shall have a minimum of thirty days to issue recommendations on the proposed change to the Chancellor. It is likely that many changes that are purely informational will not require discussion. Others will merit extended discussion, including referral to committees of the Faculty Senate or to the Office of the General Counsel. All efforts should be made to conclude deliberations within a reasonable period of time.

Step 3. Approval.

The ultimate decision on any change lies with the Chancellor, who shall inform the Provost and the Chair of the Faculty Senate of the decision within a reasonable period of time.


The Chair of the Faculty Senate shall inform the members of the Faculty Senate of the final disposition of each proposal. Deans of each College or School shall bring any changes in the Manual to the attention of the faculty members of their college or school. A copy of any changes shall be provided to the Office of the Faculty Senate and to the Provost, who will archive any such changes.

Interim Change
There may be instances in which some almost immediate change is needed due to changes in laws or regulations or funding agency requirements. A change in government regulations might well include a specific compliance date, for instance, and an interim change may be required. If that change involves matters that the Faculty Senate (for instance) wishes to study in more detail or if the Faculty Senate is not in session, an interim change may be required. In such cases, the Chancellor either may make the change or designate another officer to do so, with an indication on the Faculty Manual website that the matter is under review. The procedure shall then follow as set forth above, beginning with a proposal for change.

Archive of Changes

The Provost's Office of Faculty Affairs is the office of record and the record custodian of the Faculty Manual.

In August of each year, a "snapshot" of the Faculty Manual shall be taken and frozen for that year. This document is shall be retained for seven years by the Provost's Office of Faculty Affairs and by the Faculty Senate Office and then sent to the University Archives by the Provost's Office. The final record of changes made each year, prior to the snapshot being taken, shall be retained permanently in the Office of Faculty Affairs and the Faculty Senate Office. Records leading up to final changes are retained for seven years and then destroyed.

Each year a hard copy of the August snapshot shall be preserved as an archived document in the Jean and Alexander Heard Library's Office of Special Collections and University Archives. These copies shall be maintained in such a way that both the archived hard copy and the online snapshot for any given year are conveniently available to faculty members. As changes are made to the Faculty Manual, they shall be documented on the Faculty Senate website and the accumulated changes made during the year shall also be archived along with the snapshot.
September 14, 2015

To:       Provost Susan Wente  
From:     Richard Willis, Chair of the Faculty Senate

On September 10, 2015, the Senate unanimously approved the attached revisions to the Vanderbilt University Faculty Manual. This memorandum forwards those proposed revisions to you for your review and, we hope, approval. The revisions pertain to Part I, “The University and its Governance,” Chapter 5, “Amendments to Faculty Manual.” I attach two documents:

Track changes copy

This document contains the proposed revisions to the current version of the Faculty Manual made by two teams. The proposed revisions in blue are from Vice Provost for Faculty and International Affairs Tim McNamara and Associate Vice Chancellor for Health Affairs David Raiford. These revisions merge some of the 2014-2015 version of this part of the Manual with some of the changes approved by the Senate in February 2015. The subsequent proposed revisions in red are from the Senate’s Faculty Manual committee and incorporate more of the revisions approved by the Senate in February.

Clean copy

This document presents the proposed revisions to the Faculty Manual without track changes.

The Faculty Senate hopes that you will approve the proposed revisions. As required by the Faculty Manual change process I am providing an identical copy of these materials to the Chancellor for his review and, we hope, approval. Certainly, I stand ready to address any questions or concerns you have and, as always, thank you.

Richard H. Willis, PhD  
Chair, Faculty Senate (2015-2016)  
Anne Marie and Thomas B. Walker, Jr.  
Professor of Accounting  
richard.h.willis@vanderbilt.edu  
615-343-1050, office
Chapter 5: Amendments to Faculty Manual

Revisions to the Faculty Manual are a collaborative process involving the Chancellor, the Provost, and the Faculty Senate. All amendments or proposed amendments to the Faculty Manual are required to pass through Steps 1 to 4 below.

Step 1. Proposal for Changes

Any formal proposal for a change in the Faculty Manual must be made by the Chancellor, the Provost, the Vice Chancellor for Health Affairs, or the Chair of the Faculty Senate on behalf of the Senate. The proposal becomes an official proposal when the official initiating the proposal sends the proposal in writing to the other three officials in the change process. The Chair of the Faculty Senate shall inform the members of the Faculty Senate of any changes to the Faculty Manual that have been proposed since the most recent meeting of the Senate. A copy should go to the Office of the Vice Provost for Faculty affairs as discussed below. The Provost will may confer with the Dean of the School of Medicine Deans of the Colleges and Schools about any proposed changes.

Step 2. Deliberations.

Once a formal proposal for change is made, the Faculty Senate and the Provost (in consultation with the Dean of the School of Medicine who may consult with the Deans of the Colleges and Schools), and the Vice Chancellor shall have a minimum of thirty days to issue their recommendations on the proposed change to the Chancellor. It is likely that many changes that are purely informational will not require discussion. Others will merit extended discussion, including referral to committees of the Faculty Senate or to the Office of the General Counsel. All efforts should be made to conclude deliberations within a reasonable period of time. The ultimate decision on any changes lies with the Chancellor, who will inform the other officials.

Step 3. Approval.

The ultimate decision on any change lies with the Chancellor, who shall inform the Provost and the Chair of the Faculty Senate of the decision within a reasonable period of time.


The Chair of the Faculty Senate shall inform the members of the Faculty Senate of the final disposition of each proposal. Deans of each College or School shall bring the changes any changes in the Manual to the attention of the faculty members of their college or school. A copy of any changes shall be provided to the Office of the Faculty Senate and to the Provost, who will archive any such changes.

Interim Change
There may be instances in which some immediate change is needed due to changes in laws or regulations or funding agency requirements. A change in government regulations might well include a specific compliance date, for instance, and an interim change may be required. If that change involves matters that the Faculty Senate (for instance) wishes to study in more detail or if the Faculty Senate is not in session, an interim change may be required. In such cases, the Chancellor either may make the change or designate another officer to do so, with an indication on the Faculty Manual website in the Manual that the matter is under review. The procedure shall then follow as set forth above, beginning with a proposal for change. The Chair of the Faculty Senate should inform the members of the Senate of any changes to the Faculty Manual that have been proposed since the last prior meeting, and of what disposition has been made of each proposal.

Archive of Changes

The Provost’s Office of Faculty Affairs is the office of record and the record custodian of the Faculty Manual.

In August of each year, a “snapshot” of the Faculty Manual is shall be taken and frozen for that year. This document is shall be retained for seven years by the Provost’s Office of Faculty Affairs and by the Faculty Senate Office and then sent to the University Archives by the Provost’s Office. The final record of changes made each year, prior to the snapshot being taken, is shall be retained permanently in the Office of Faculty Affairs and the Faculty Senate Office. Records leading up to final changes are retained for seven years and then destroyed.

Each year a hard copy of the August snapshot shall be preserved as an archived document in the Jean and Alexander Heard Library’s Office of Special Collections and University Archives. These copies shall be maintained in such a way that both the archived hard copy and the online snapshot for any given year are conveniently available to faculty members. As changes are made to the Faculty Manual, they shall be documented on the Faculty Senate website and the accumulated changes made during the year shall also be archived along with the snapshot. The Vice Provost for Faculty shall maintain an archive of changes made to the Faculty Manual. On the first Monday in August each year, a “snapshot” of the Manual shall be taken that will be preserved as an archived document both in the Faculty Senate’s office and in the Jean and Alexander Heard Library’s Office of Special Collections and University Archives. This document should indicate in some fashion the nature of changes made during the period since the last previous similar document was created. The copy in University Archives should be maintained in such a way that the archive copy for any given year is conveniently available online to faculty members. To the extent possible, a “hard copy” of each edition of the Faculty Manual up to the shift to electronic publication should be deposited in University Archives.
Motion: Whereas the Vanderbilt Faculty Manual requires revision and updating, as part of this process,

We, the Faculty Manual Committee, move that the following document be accepted as Part I, Chapter 5 of the Faculty Manual and replace the corresponding part of the current version of the Faculty Manual.

Chapter 5: Amendments to Faculty Manual

Revisions to the Faculty Manual are a collaborative process involving the Chancellor, the Provost, and the Faculty Senate. All amendments or proposed amendments to the Faculty Manual are required to pass through Steps 1 to 4 below.

Step 1. Proposal for Changes

A proposal for a change in the Faculty Manual must be made by the Chancellor, the Provost, or the Chair of the Faculty Senate on behalf of the Senate. The proposal becomes a formal proposal when the official initiating the proposal sends the proposal in writing to the other two officials in the change process. The Chair of the Faculty Senate shall inform the members of the Faculty Senate of any changes to the Faculty Manual that have been proposed since the most recent meeting of the Senate. The Provost may confer with the Deans of the Colleges and Schools about any proposed changes.

Step 2. Deliberations.

After a formal proposal for change is made, the Faculty Senate and the Provost (who may consult with the Deans of the Colleges and Schools), shall have a minimum of thirty days to issue recommendations on the proposed change to the Chancellor. It is likely that many changes that are purely informational will not require discussion. Others will merit extended discussion, including referral to committees of the Faculty Senate or to the Office of the General Counsel. All efforts should be made to conclude deliberations within a reasonable period of time.

Step 3. Approval.

The ultimate decision on any change lies with the Chancellor, who shall inform the Provost and the Chair of the Faculty Senate of the decision within a reasonable period of time.


The Chair of the Faculty Senate shall inform the members of the Faculty Senate of the final disposition of each proposal. Deans of each College or School shall bring any changes in the Manual to the attention of the faculty members of their college or school. A copy of any changes shall be provided to the Office of the Faculty Senate and to the Provost, who will archive any such changes.

Interim Change
There may be instances in which some almost immediate change is needed due to changes in laws or regulations or funding agency requirements. A change in government regulations might well include a specific compliance date, for instance, and an interim change may be required. If that change involves matters that the Faculty Senate (for instance) wishes to study in more detail or if the Faculty Senate is not in session, an interim change may be required. In such cases, the Chancellor either may make the change or designate another officer to do so, with an indication on the Faculty Manual website that the matter is under review. The procedure shall then follow as set forth above, beginning with a proposal for change.

Archive of Changes

The Provost’s Office of Faculty Affairs is the office of record and the record custodian of the Faculty Manual.

In August of each year, a “snapshot” of the Faculty Manual shall be taken and frozen for that year. This document shall be retained for seven years by the Provost’s Office of Faculty Affairs and by the Faculty Senate Office and then sent to the University Archives by the Provost’s Office. The final record of changes made each year, prior to the snapshot being taken, shall be retained permanently in the Office of Faculty Affairs and the Faculty Senate Office. Records leading up to final changes are retained for seven years and then destroyed.

Each year a hard copy of the August snapshot shall be preserved as an archived document in the Jean and Alexander Heard Library’s Office of Special Collections and University Archives. These copies shall be maintained in such a way that both the archived hard copy and the online snapshot for any given year are conveniently available to faculty members. As changes are made to the Faculty Manual, they shall be documented on the Faculty Senate website and the accumulated changes made during the year shall also be archived along with the snapshot.
Call to order

Approval of the minutes of September 10, 2015

Report of the Executive Committee

Remarks by the Chancellor

Scheduled Remarks
   David Williams, Vice Chancellor for University Affairs and Athletics, Athletic Director

Standing committee reports
   None

Ad hoc committee reports
   None

Old Business
   None

New Business
   Motion #1: Faculty Manual Revisions
   Motion #2: New degree proposal for Master in Marketing
   Motion #3: Faculty survey protocol

Good of the Senate

Adjournment

Voting Members present: Bachman; Balser; Benton; Cannon; Christenbery; Cliffel; Dewey; Friedman; Geer; Guthrie; Hetherington; Heuser; Johnson, J; Johnson, E; Koutsoukos; Loss; Martin; McCammon; Miga; Niemat; O’Hara O’Connor; Oskay; Outlaw; Pearson; Price; Reeves; Rohde; Rowe; Schildcrout; Segovia; Trigo; Wait; Walsh; Weintraub; Willis; and Wooders.
Voting Members absent: Barnes; Benbow; Brown; Chang; Christman; Creech (sent regrets); Delpire; Fauchet; Fleming; Goddu; Green; Haglund; Hasty; Hopkins; Kennedy; Maroney; McCoin; Merryman; Murphy; Norman; Reside; Shay; Slayton; Smrekar; Spottswood; Talbot; Townes; Webb; Wittig; Wright; Wright-Rios; and Ziegler.

Ex Officio Members present: Anderson; Brady; Cyrus; Johnson; Kopstain; Lim; Lutz; McNamara; Raiford; Sweet; Wente; and Zeppos.

Ex Officio Members absent: Bandas; Beasley; Combs; Fortune; Marnett; Miller; Stalcup; and Williams.

Guest: Jennifer Escalas, Associate Professor of Management in Marketing at OGSM.

Call to order

Chair Richard Willis called the meeting to order at 4:10pm.

Approval of the minutes of September 10th, 2015

Chair Richard Willis asked for approval of the minutes. A motion was made and seconded to approve the minutes. The motion passed unanimously by voice vote.

Report of the Executive Committee

Chair Richard Willis gave the report of the Executive Committee (EC). He noted the following:

1. The Senate Portal will be continually updated with information and is secured by username and password
2. Vice Provost Cynthia Cyrus is chairing a committee to explore feasibility of an undergraduate business minor. She welcomes feedback and comments from faculty as she starts on this endeavor.
3. The Senate will partner with Vanderbilt Student Government (VSG), VP Cynthia Cyrus, and Dean Mark Bandas on the issue of gender inclusivity and awareness training for faculty. This initiative is in the early stages. The Executive Committee will also work with Chris Purcell, Director of LGBTQI in the Office of LGBTQI Life. Educational materials will be developed for use in panel discussions and eventual dissemination to VU’s undergraduate schools. There will be additional communications from the Senate, via MYVU, about this effort.
4. Spring Assembly is scheduled for March 30, 2016. Senators were encouraged to send nominations for spring assembly speakers to Vice Chair Ann Price.
5. Senators were reminded that a second Town Hall focusing on the VU/VUMC re-organization will be held on October 30th, 2015 at Sarratt Cinema, 3:00-4:30pm. Questions to be addressed by Provost Susan Wente and Vice Chancellor for Health
Affairs Jeff Balser were solicited and senators were instructed to email these to Chair Willis by October 14th, 2015.
6. The first edition of the Faculty Senate’s Engage Newsletter went out to all faculty, via email. If this email was not received, Senators were instructed to let the EC know.
7. The TFUA: Task Force on University Athletics will begin its work in January 2016. This delay will allow several important Faculty Senate initiatives to be completed and will allow senators serving on other task forces to conclude their current work before beginning this new initiative.
8. Doug Christiansen, Vice Provost of University Enrollment Affairs is scheduled to present at the December meeting. VP Christiansen requested that if anyone has any questions to please let him know six weeks in advance. A survey will be launched soon to gather questions from senators.

Chair Willis opened the floor for questions. Hearing none, he proceeded to the next order of business.

Remarks by the Chancellor

Chancellor Nicholas Zeppos graciously ceded his time to Vice Chancellor and Athletics Director David Williams

New Business

Motion from Faculty Manual Committee on Proposed Revisions to Parts I and II of the Faculty Manual (Faculty Manual Committee Chair, Myrna Wooders.)

Chair Richard Willis asked Senator Wooders to discuss the state of the motion.

Senator Wooders addressed the motion, noting that the Faculty Manual Committee (FMC) had worked diligently to meet revision deadlines on Parts I and II. She further noted that a significant number of revisions related to the Blair School of Music, the Law School and the School of Nursing have been addressed by the Committee.

Senator Wooders explained that Vice Provost Timothy McNamara and Senior Associate Dean for Faculty Affairs, David Raiford, offered a number of additional revisions to those made by the Faculty Manual Committee. These revisions were just received on 10/6/15.

Senator Wooders added that there are several “hard disagreements” that must be resolved between the FMC and VP McNamara and Senior Associate Dean, David Raiford’s edits, especially as they relate to Part III, Chapter 3 which deals with Conflict of Interest and Conflict of Commitments. Senator Wooders emphasized that this is an important part of a faculty contract and noted that she disagrees strongly with the view expressed, in the 10/6/15 revision by VP McNamara that this section of the manual is authored by the University Conflicts Committee and is included in the Manual only as a courtesy. She continued by saying that Part III is one of the most important parts of our contract with
the university and that she believes that our contract cannot be altered in any way by the administration without bringing it to the attention of the faculty senate and without going through the process of Part I, Chapter 5. Senator Wooders further noted that multiple changes were made to the Faculty Manual in 2012 without following this process.

Chair Willis asked Senator Wooders to confine her remarks to the current motion.

Senator Wooders remarked that the multiple changes were related to the hard disagreements but concluded her remarks by stating that the FMC has decided to withdraw their motion and she fears that the committee is now stalled.

Chair Willis noted that Faculty Manual revisions will be placed back on the Senate’s agenda for the November meeting.

**Motion on Master in Marketing from Academic Policies and Services Committee (APSC Chair Joyce Johnson)**

Chair Willis asked APSC Chair, Joyce Johnson to present this motion.

Senator J. Johnson began by sharing that there is a step by step procedure that must be followed when introducing a new academic program at Vanderbilt University. She noted that this process can be found on the Faculty Senate website. She further noted that at Step Five, of the process, these new degree proposals go through the APSC, after thorough vetting by the initiating school. She noted that the APSC has now reviewed the detailed proposal on the Master in Marketing.

**Proposal for new degree: Master in Marketing**

This is a one year degree, which is designed for young university graduates with no, or minimal, working world experience. It is focused on marketing education and designed for students for whom a traditional MBA is not appropriate.

The proposed launch would be the fall of 2016. The initial program would include 10-15 students with a plan to eventually expand to 30-40 students. Senator Johnson noted that this degree program has been reviewed and discussed by the ASPC and is now recommended by the ASPC for approval by the full senate. She further noted that if the senate votes affirmatively for this motion, Chair Willis will next deliver the Senate’s decision to Dean of the Owen Graduate School of Management, M. Eric Johnson who will communicate the Senate’s endorsement of the Master in Marketing to Provost Wente.

**Senator Johnson then introduced the motion:**

Academic Policies and Services Committee (APSC) Motion – October 8, 2015

Motion for full Faculty Senate review of proposed Master in Marketing degree at Vanderbilt University Owen Graduate School of Management
• Whereas the proposal has cleared steps 1-3 of “Process for the Approval of New Academic Programs at Vanderbilt University,” posted on the Senate portal, and is exempt from step 4, being in a professional school, rather than an academic school; and

• Whereas the proposal has been reviewed and discussed in detail with Dr. Steven Posavac, E. Bronson Ingram Professor in Marketing Vanderbilt University Owen Graduate School of Management and by and among the members of the Academic Policies and Services Committee (APSC); and

• Whereas the APSC favors approval of the proposal;

The APSC moves for full Faculty Senate review and approval of the proposal.

Senator J. Johnson then introduced Jennifer Escalas (guest), Associate Professor of Management in Marketing, to answer any specific questions regarding the content of the new program.

Chair Willis stated that the motion is now before the assembly and does not require a second since it came out of the committee. He opened the floor for debate.

Question: Senator Martin asked, “What degree will the student have, and do other schools have this?”

Senator J. Johnson answered that it is a master’s level degree and according to the proposal, about a handful of other schools have begun offering this degree.

Professor Escalas then offered to Senator Martin, and the rest of the assembly, a list of the schools that have this degree program. She noted that Columbia, Michigan State, Rochester, Texas A&M, Maryland, Georgia and Arizona are just a few of the schools that offer this degree and which Owen Graduate School of Management (OGSM) reviewed as a benchmark.

Question: Senator Loss inquired about the admissions requirements and asked, “What is the thinking around the relationship and potential impact of the Master in Marketing on the traditional MBA?”

Professor Escalas answered that the admissions criteria will be different. Typical MBA graduates come in with an average of five years working experience, whereas, these students could apply with essentially no work experience. This degree does not replace the traditional MBA, rather it provides preparation for a first marketing job, typically as a marketing analyst or an account manager.

Question: Senator Brady asked, “Just for clarification, is this a full time degree, or is this an evening degree?” And, “Is twelve months similar to other masters programs of its type
at the benchmark schools, and or, the twelve month duration for the masters relative to the other master’s programs that we offer?"

Professor Escalas confirmed that the proposed Master in Marketing at OGSM will be a full time program and will be similar to the Master of Accountancy program and the MS Finance program at Vanderbilt, which are also one year programs. Noting no further questions, Chair Willis asked for a vote by electronic ballot on the ASPC’s motion to approve the Master in Marketing program.

Voting proceeded: Tally: 35 affirmative, 1 opposed, 0 abstentions

Chair Willis noted that a quorum was met and the motion carried.

Next Steps: Chair Willis will forward the motion to the Dean of Owen Graduate School of Management, who will then attach a letter of endorsement and send to the Provost.

Chair Willis proceeded to the next motion from the Faculty Life Committee.

**Motion on Faculty Survey Protocol from the Faculty Life Committee (Brian Heuser, Chair of the Faculty Life Committee (FLC))**

Chair Richard Willis introduced Senator Heuser, Chair of the FLC.

Senator Heuser thanked his committee members for their hard work, and VIRG – Vanderbilt Institutional Research Group, for their years of service to the Senate and faculty. Senator Heuser also extended his appreciation to Vice Provost McNamara and Vice Provost Geer for their years of service to the collection of survey data from the Vanderbilt University faculty.

Senator Heuser noted that the motion brought forward by the FLC, addresses the Committee’s opinion that the current faculty survey administered every five years needs reform, and that a new partnership with the Senate is desired. This partnership will work to improve the effectiveness, efficiency, and relevance of the faculty survey while improving the reliability and validity of the survey. He noted that Vice Provost Geer has endorsed this motion.

Senator Heuser stated the motion.

- Whereas the Faculty Senate has determined that it is of considerable importance for the Senate to design, gather, and maintain its own data on the satisfaction, workload, and professional quality of life of the Vanderbilt Faculty; and

- Whereas it is of significant concern that this data be not only confidential, but also anonymous in order to provide the necessary level of trust that permits faculty members to respond to a survey of the faculty as candidly and completely as possible; and
Whereas this data should be gathered with enough frequency to ascertain changes in faculty attitudes, preferences, and experiences, but not so frequently so as to create survey fatigue; and

Whereas the Vanderbilt Faculty should be afforded the autonomy to assess and monitor the overall standing of the faculty members at Vanderbilt

The Faculty Life Standing Committee unanimously recommended that, beginning in the Fall Semester of 2016, the Vanderbilt Faculty Senate will develop and administer an anonymous survey of the Vanderbilt Faculty. This survey should be designed by the Senate Faculty Life Committee, on the basis of best practices in faculty assessment and with significant input from VU Deans, Department Chairs, faculty senators, and administrators.

The VU Faculty Survey should be administered by the Faculty Life Committee on a triennial basis and the VU administration should provide any necessary resources to administer the survey and analyze the results in accordance with Senate protocol.

The Faculty Senate, in collaboration with the VU administration, will provide for the timely distribution of the survey results to the Vanderbilt Faculty and administration. To ensure the integrity of data over time, identical copies of the Survey, survey dataset, statistical fact sheet and final report should be stored on the secure Senate portal and by the administration in a location of their choosing.

Chair Willis opened the floor for debate.

Question: Senate Wooders asked if survey data has been recovered from previous surveys.

Senator Heuser answered that unfortunately files from the 2006 survey have been corrupted due to a server problem and cannot be retrieved and thus cannot be benchmarked to the 2012 survey data that is available to the FLC.

Question: Senator Greer asked why the Senate has to wait until 2016 for the next survey.

Senator Heuser answered that this AY year will be spent planning. He noted that the Vice Provost’s Office and VIRG have a lot on their plate so the goal was to provide more planning time for all groups before launching the next survey.

Question: Senator Friedman asked why every three years and not every one to two years.

Senator Heuser responded “Survey fatigue”. The committee reviewed other schools, worked with VIRG, and feel that survey fatigue was the reason. There might be a possibility to do frequent “pulse surveys”, but the committee would have to analyze the benefit.”
Question: Senator Schildcrout offered a suggestion to send a survey to a third of the faculty, every year.

Senator Heuser mentioned that the committee did discuss this and could possibly do that for a pulse survey, but not in place of a major faculty survey.

Question: Senator Weintraub asked if the surveys have to be run by VIRG. “Do we have access to distribute to the faculty? Senator Weintraub also asked if “survey fatigue” is related to the faculty or to VIRG.

Senator Heuser replied that we do have our own platform in Qualtrics so that we can run our own surveys. Also, in response to Senator Weintraub’s question about survey fatigue, Senator Heuser said that he was referring strictly to the faculty and the perception that increased surveys might decrease the percentage of faculty responding. He also noted that most of the requests to VIRG for faculty surveys in the past have not been generated by the Faculty Senate, but rather from other entities within the University.

Question: Senator Wooders asked how long it takes to get results out. She suggested faculty might lose interest if the results take a while to release.

Senator Heuser shared that Vice Provost Geer has ensured results would get out as quickly as possible.

Vice Provost Geer stated that depending on the level of complexity of the survey questions, some data could be released quickly but questions requiring more sophisticated analysis will take longer.

Noting no further questions, Chair Willis asked for a vote by electronic ballot on the ASPC’s motion to approve the Faculty Survey protocol.

Voting proceeded: Tally: 34 affirmative, 1 opposed, 0 abstentions. Chair Willis stated that the Senate did not achieve quorum.

Chair Willis suggested a possible revote on the motion. The floor voted by voice vote to have the vote stand as passage of the motion. Because Robert’s Rules does not allow the body to waive the quorum requirement by unanimous consent Chair Willis noticed that an absent voting member had returned to the room and there was now a quorum present. The official vote was recorded as 35 affirmative, 1 opposed, 0 abstentions.

Chair Willis introduced David Williams, Vice Chancellor for University Affairs and Athletics, Athletic Director.

**Scheduled Remarks**

David Williams, Vice Chancellor for University Affairs and Athletics, Athletic Director
At 4:45, Vice Chancellor Williams arrived with Candace Lee, Senior Associate Athletic Director. After introducing Sr. Associate Athletic Director Lee and explaining her role within the Athletics Department, Vice Chancellor Williams began his remarks by noting that he planned to cover the following topics as they pertain to athletics: finances, academics, competition, student athletics experiences and the future.

Vice Chancellor Williams began by sharing detailed information about Vanderbilt’s athletics department financials for AY 15.

Vice Chancellor Williams noted that for AY 16, all scholarships (all varsity sports for both men and women) have been increased to reflect the cost of attendance.

Question: Professor Escalas asked about the “pay-for-play” initiative.

Vice Chancellor Williams answered by saying that he does not favor “pay-for-play,” and he believes pay for play is a threat to amateurism in college athletics.

In response to Senator Weintraub’s question regarding implementation of personal funds for the athletes on scholarship, Vice Chancellor Williams confirmed that it goes on their card for the meal money. The cards that our students have only allow our students to buy food. They can use the assigned personal money to buy non-food items but not through the use of their student cards.

Provost Wente shared that supplies, travel and personal expenses are being handled for the athletes in the exact manner that they are handled for any other undergraduate on aid. The amount, and how the money is deployed and delivered to them, is handled the same for all undergraduate students on aid.

Vice Chancellor Williams next addressed academics and noted that the cumulative GPA for all VU varsity athletes has been over 3.0 for 8 consecutive years.

Senator Heuser asked what it costs athletics for tutoring and academic support they provide to student athletes.

Candace Lee answered that for just tutoring we have about 100 tutors and spend around 60k-70k a year. All tutors are Vanderbilt students at the graduate level. Vice Chancellor Williams further noted that Athletics employs 10-11 Academic Counselors to handle life skills, academic support, and any other problems associated with academics.

Next, Vice Chancellor Williams shared that Vanderbilt’s most recent graduation rate is 93% for Vanderbilt student-athletes. He noted that this number has not yet been released.

Senator Heuser complimented that percentage and inquired about how it compares to our peers.
Vice Chancellor Williams shared that Notre Dame, Stanford, etc., are typically high. Vanderbilt’s percentage is high in regards to the SEC. He observed that typically one major problem in the graduate rate is the rate for black male athletes. Our black male graduation rate for the cohort which began in 2008 is 100%. He emphasized that “Every black male athlete that entered in 2008, graduated from this school.” Vice Chancellor Williams further remarked, “That is what we are supposed to do. That is what we go to work for every day. It is what we do. It is personal for everyone that works in that building. Everyone in Athletics understands that the goal is graduating student athletes.”

Vice Chancellor Williams next highlighted that four 2015 student athlete graduates have now entered Vanderbilt University School of Medicine. He also discussed initiatives to enhance the student athlete experience via study abroad programs and summer internships.

Next, Vice Chancellor Williams discussed facility updates. He stated that we are almost at completion on the new training room that was fully funded by donations. The next initiative is for a baseball facility project that will break ground in June 2016.

Vice Chancellor Williams next discussed a number of challenges he sees facing college athletics and noted that financing college sports cannot be equated to professional teams financing. He concluded by asking if the financial model for college athletics is sustainable when the growth of revenue is limited and the growth of expenses seems to be unlimited. He views this as the major question facing college athletics for the future.

Question: Professor Escalas mentioned how some schools have approved alcohol sales in stadiums. Does Vice Chancellor Williams have any inclinations if the SEC will allow this or not?

Vice Chancellor Williams does not feel a need to push for this. We are allowed to sell beer for concerts. He stated that he has no plans to sell alcohol at VU sports events held at our stadium but Athletics will not make or break on alcohol sales.

Dean Benton asked for the Senate to applaud Vice Chancellor Williams and Athletics on the spectacular graduation rate. Applause followed, and Vice Chancellor Williams concluded by thanking the Senate for the opportunity to make an annual presentation at a regularly schedule Faculty Senate meeting.

Good of the Senate

Adjournment

Meeting adjourned at 5:38pm.
Call to order

Approval of the minutes of October 8, 2015

Report of the Executive Committee

Remarks by the Chancellor

New Business

- Motions on Proposed Revisions to the Faculty Manual (order of consideration to be announced at meeting)

Good of the Senate

Adjournment

Voting Members present: Bachman; Benton; Cannon; Christenbery; Christman; Cliffel; Delpire; Dewey; Fleming; Friedman; Geer; Goddu; Greer; Heuser; Hopkins; Johnson, E; Kennedy; Martin; McCammon; McCoin; Miga; Murphy; Neimat; Norman; O’Hara O’Connor; Oskay; Pearson; Price; Reeves; Reside; Rowe; Schildcrout; Segovia; Slayton; Smrekar; Wait; Weintraub; Willis; Wittig; Wooders and Wright.

Voting Members absent: Balser; Barnes; Benbow; Brown; Chang; Creech; Fauchet; Green; Guthrie(regrets); Haglund; Hasty; Hetherington; Johnson, J.; Koutsoukos; Loss; Maroney; Merryman; Outlaw; Rohde; Shay; Spottswood; Talbot; Trigo; Townes; Walsh; Webb; Wright-Rios; and Ziegler.

Ex Officio Members present: Anderson; Bandas; Beasley; Brady; Halls; Johnson; Lim; Lutz; McNamara; Raiford; Wente; and Zeppos.

Ex Officio Members absent: Combs; Cyrus; Fortune; Kopstain; Marnett; Miller; Stalcup; Sweet and Williams.
Call to order

Chair Richard Willis called the meeting to order at 4:10pm.

Approval of the minutes of October 8th, 2015

Chair Richard Willis asked for approval of the minutes. A motion was made and seconded to approve the minutes. The motion passed unanimously by voice vote.

Report of the Executive Committee

Chair Richard Willis gave the report of the Executive Committee (EC). He noted the following:

1. The “Follow the Faculty Manual” page would continually be updated with information on the Faculty Manual revisions. The page was an opportunity for the Senate to consolidate all the motions, track changes, clean copies and memo approvals.
2. Update on VU.edu: John Lutz, Vice Chancellor for IT, and Beth Fortune, Vice Chancellor for Public Affairs expressed that it would be costly and cause potential branding and trademark issues to make this change.
3. The second Town Hall occurred on October 30th with Susan Wente, Provost and Vice Chancellor for Academic Affairs, and Jeff Balser, Vice Chancellor for Health Affairs regarding the reorganization.
4. The Graduate Education Forums have concluded and the Executive Committee would expect a final report this month or next.
5. Doug Christiansen, Vice Provost of University Enrollment Affairs, is scheduled to present at the December 5th Faculty Senate meeting. VP Christiansen received the questions that were solicited via the Senate survey early this fall.
6. The Executive Committee received notice that the University calendar had not included the final exam schedule for this academic year. The EC partnered with Vice Provost Christiansen on the issue and it has since been resolved.
7. The Senate Portal contains the notes regarding the faculty email privacy issue governed by Chapter Six of the Faculty Manual.
8. The Executive Committee encouraged attendance at committee meetings.

Chair Willis opened the floor for questions.

Question: Senator Brian Heuser, Assistant Professor, inquired if Vanderbilt owned the vu.edu domain.

Chair Willis answered that Vanderbilt does own the domain, vu.edu.
Remarks by the Chancellor

Chancellor Nicholas Zeppos started by thanking Senator Wooders, Chair of the Faculty Manual Committee, Tim McNamara, Vice Provost for Research and International Affairs, David Raiford, Senior Associate Dean for Faculty Affairs, and the Executive Committee for their hard work and efforts on the faculty manual revisions. He then discussed the faculty manual and concluded by informing the Senate about the Town Hall on Endowment that would include Anders Hall, Vice Chancellor for Investments, and Brett Sweet, Vice Chancellor for Finance. The Town Hall date was scheduled for November 6th, 2015 at 2:00pm.

New Business

Motion from Faculty Manual Committee on Proposed Revisions to Part VII (Chapters 1-2) of the Faculty Manual (Faculty Manual Committee Chair, Myrna Wooders.)

Chair Richard Willis asked Senator Wooders to discuss the motions.

Senator Wooders listed the Faculty Manual Committee members that devoted their time throughout the revision process. Professor Wooders stated that the motions would proceed in reverse order, starting with Motion Six: Part VII Financial Procedures.

Motion 6.

- Whereas the Vanderbilt Faculty Manual (as archived on 8/3/2015) requires revision and updating, and
- Whereas revisions to Part I, Chapter 5 of the Faculty Manual were approved by the Faculty Senate on 9/10/2015 and given final approval by the Chancellor of Vanderbilt University on 9/14/2015, and
- Whereas, the Faculty Manual Committee has now circulated additional proposed revisions to the Faculty Senate,

We the Faculty Manual Committee, move that the Sections entitled “Part VII (Chapters 1-2)” of the 8/3/2015 Faculty Manual be revised by addition and deletion as per the attached document (see Exhibit 6a,b),

We further move that the Faculty Senate give its endorsement to these revisions, and
We further move that these endorsed revisions be forwarded as a formal proposal as per Faculty Manual “Part 1, Chapter 5, Amendments to the Faculty Manual” to the Chancellor and the Provost, for review, and if accepted, final approval by the Chancellor.

Chair Willis opened the floor for debate.

Noting no further questions, Senator Wooders asked for a vote by electronic ballot on the FMC’s motion to approve the Faculty Manual revisions on Part VII (Chapters 1-2).
Motion from Faculty Manual Committee on Proposed Revisions to Part VI (Chapters 1-4) of the Faculty Manual (Faculty Manual Committee Chair, Myrna Wooders.)

Senator Wooders proceeded with Motion 5: Part VI Faculty Benefits. She stated that there were not many changes with the section on Faculty Benefits, other than editorial revisions made last academic year.

Motion 5.

- Whereas the Vanderbilt Faculty Manual (as archived on 8/3/2015) requires revision and updating, and
- Whereas revisions to Part I, Chapter 5 of the Faculty Manual were approved by the Faculty Senate on 9/10/2015 and given final approval by the Chancellor of Vanderbilt University on 9/14/2015, and
- Whereas, the Faculty Manual Committee has now circulated additional proposed revisions to the Faculty Senate,

We the Faculty Manual Committee, move that the Sections entitled “Part VI (Chapters 1-4)” of the 8/3/2015 Faculty Manual be revised by addition and deletion as per the attached document (see Exhibit 5a,b),

We further move that the Faculty Senate give its endorsement to these revisions, and

We further move that these endorsed revisions be forwarded as a formal proposal as per Faculty Manual “Part 1, Chapter 5, Amendments to the Faculty Manual” to the Chancellor and the Provost, for review, and if accepted, final approval by the Chancellor.

Senator Wooders opened the floor for debate.

Noting no further questions, Senator Wooders asked for a vote by electronic ballot on the FMC’s motion to approve the Faculty Manual revisions on Part VI (Chapters 1-4).

Voting proceeded: Tally: 39 affirmative, 0 opposed, 0 abstentions.
Senator Brian Heuser confirmed that he made the revision to the Provost Office regarding said excerpt.

**Motion 4.**
- Whereas the Vanderbilt Faculty Manual (as archived on 8/3/2015) requires revision and updating, and
- Whereas revisions to Part I, Chapter 5 of the Faculty Manual were approved by the Faculty Senate on 9/10/2015 and given final approval by the Chancellor of Vanderbilt University on 9/14/2015, and
- Whereas, the Faculty Manual Committee has now circulated additional proposed revisions to the Faculty Senate,

We the Faculty Manual Committee, move that the Sections entitled “Part V” of the 8/3/2015 Faculty Manual be revised by addition and deletion as per the attached document (see Exhibit 4a,b),

We further move that the Faculty Senate give its endorsement to these revisions, and

We further move that these endorsed revisions be forwarded as a formal proposal as per Faculty Manual “Part 1, Chapter 5, Amendments to the Faculty Manual” to the Chancellor and the Provost, for review, and if accepted, final approval by the Chancellor.

Senator Wooders opened the floor for debate.

Noting no further questions, Senator Wooders asked for a vote by electronic ballot on the FMC’s motion to approve the Faculty Manual revisions on Part V.

Voting proceeded: Tally: 36 affirmative, 0 opposed, 0 abstentions.

**Motion from Faculty Manual Committee on Proposed Revisions to Part IV (Chapters 1-2) Disciplinary Actions and Grievances of the Faculty Manual (Faculty Manual Committee Chair, Myrna Wooders.)**

The Faculty Manual Committee did spend a fair amount of work on this section but due to time constraints, the Committee did not have time to integrate the proposals with the work of the reorganization team.

**Motion 3.**
- Whereas the Vanderbilt Faculty Manual (as archived on 8/3/2015) requires revision and updating, and
- Whereas revisions to Part I, Chapter 5 of the Faculty Manual were approved by the Faculty Senate on 9/10/2015 and given final approval by the Chancellor of Vanderbilt University on 9/14/2015, and
- Whereas, the Faculty Manual Committee has now circulated additional proposed revisions to the Faculty Senate,
We the Faculty Manual Committee, move that the Sections entitled “Part IV (Chapters 1-2)” of the 8/3/2015 Faculty Manual be revised by addition and deletion as per the attached document (see Exhibit 3a,b),

We further move that the Faculty Senate give its endorsement to these revisions, and

We further move that these endorsed revisions be forwarded as a formal proposal as per Faculty Manual “Part 1, Chapter 5, Amendments to the Faculty Manual” to the Chancellor and the Provost, for review, and if accepted, final approval by the Chancellor.

Senator Wooders opened the floor for debate.

Noting no further questions, Senator Wooders asked for a vote by electronic ballot on the FMC’s motion to approve the Faculty Manual revisions on Part IV (Chapters 1-2).

Voting proceeded: Tally: 39 affirmative, 0 opposed, 0 abstentions.

Motion from Faculty Manual Committee on Proposed Revisions to Part II Appointment and Tenure (Chapters 1-3) of the Faculty Manual (Faculty Manual Committee Chair, Myrna Wooders.)

Senator Wooders credited this work to the reorganization committee. Most of the changes were changes in titles. The Faculty Manual Committee has mostly been involved with the Law School, Blair School of Music, and the School of Nursing. The FMC worked with the Deans in these schools and reached an agreement on wording, titles and conditions of appointment.

Motion 2.

• Whereas the Vanderbilt Faculty Manual (as archived on 8/3/2015) requires revision and updating, and
• Whereas revisions to Part I, Chapter 5 of the Faculty Manual were approved by the Faculty Senate on 9/10/2015 and given final approval by the Chancellor of Vanderbilt University on 9/14/2015, and
• Whereas, the Faculty Manual Committee has now circulated additional proposed revisions to the Faculty Senate,

We the Faculty Manual Committee, move that the Sections entitled “Part II (Chapters 1-3)” of the 8/3/2015 Faculty Manual be revised by addition and deletion as per the attached document (see Exhibit 2a,b),

We further move that the Faculty Senate give its endorsement to these revisions, and
We further move that these endorsed revisions be forwarded as a formal proposal as per Faculty Manual “Part 1, Chapter 5, Amendments to the Faculty Manual” to the Chancellor and the Provost, for review, and if accepted, final approval by the Chancellor.

Senator Wooders opened the floor for debate.

Noting no further questions, Senator Wooders asked for a vote by electronic ballot on the FMC’s motion to approve the Faculty Manual revisions on Part II (Chapters 1-3).

Voting proceeded: Tally: 38 affirmative, 1 opposed, 0 abstentions.

Motion from Faculty Manual Committee on Proposed Revisions to Compliance Program and Standards of Conduct and Part I (Chapters 1-4) of the Faculty Manual (Faculty Manual Committee Chair, Myrna Wooders.)

Senator Wooders specified that the original work done on this section by the Faculty Manual Committee was based on a comment made in the Senate Portal and the end result was almost the exact wording of what was proposed.

Senator Wooders shared that the Conflict of Interest and Commitment could be found on the Faculty Senate website and in the Faculty Manual. She also noted Chancellor Zeppos’ statement that the Faculty Manual is a faculty member’s basic guidebook.

In the chapter of University Governance, Senator Wooders stated that the FMC had made some major changes in regards to the style of the section, but not in terms of the content. She highlighted a handful of important revisions in her slideshow presentation. Senator Wooders emphasized that none of the changes would diminish the role of the Chancellor.

Motion 1.

- Whereas the Vanderbilt Faculty Manual (as archived on 8/3/2015) requires revision and updating, and
- Whereas revisions to Part I, Chapter 5 of the Faculty Manual were approved by the Faculty Senate on 9/10/2015 and given final approval by the Chancellor of Vanderbilt University on 9/14/2015, and
- Whereas, the Faculty Manual Committee has now circulated additional proposed revisions to the Faculty Senate,

We the Faculty Manual Committee, move that the Sections entitled “Compliance Program and Standards of Conduct” and “Part I (Chapters 1-4)” of the 8/3/2015 Faculty Manual be revised by addition and deletion as per the attached document (see Exhibit 1a,b),

We further move that the Faculty Senate give its endorsement to these revisions, and
We further move that these endorsed revisions be forwarded as a formal proposal as per Faculty Manual “Part 1, Chapter 5, Amendments to the Faculty Manual” to the Chancellor and the Provost, for review, and if accepted, final approval by the Chancellor.

Senator Wooders opened the floor for debate.

Questioner: Senator Greer inquired if the Senate had already voted on the Compliance Programs in the previous section.

Senator Wooders confirmed that the Compliance Program was a section of Part I and had not been voted on yet.

Noting no further questions, Senator Wooders asked for a vote by electronic ballot on the FMC’s motion to approve the Faculty Manual revisions on Compliance Program and Standards of Conduct and Part I (Chapters 1-4).

Voting proceeded: Tally: 36 affirmative, 0 opposed, 1 abstention.

**Good of the Senate**

Chair Willis updated the Senate on the recently launched webpage, “Follow the Faculty Manual”. He shared that the webpage was constructed with intent to be transparent and deliberative about the process and procedures regarding Faculty Manual revisions.

Ann Price, Assistant Professor and Vice Chair of the Executive Committee, shared that 2003 was the last year the Faculty Manual was available in a printed version, from then on it has been electronic.

Senator Price shared that electronic documents could be easily edited but it was not always clear when or why they were edited. The Faculty Constitution, By-laws, and Rules of Order now state that a snapshot of the Faculty Manual will be made each year on the first Monday of August.

The vision behind “Follow the Faculty Manual” is to document the steps in the revision process throughout the academic year. All Faculty Manual revisions throughout the year would be edited to the starting snapshot and with all approved revisions; there would be a clean version by the next snapshot. This process highlights the transparency of the faculty manual revision process.

The goal of the initiative was to be intentional so that the Senate and Faculty could follow how the document was edited throughout the academic year.

**Adjournment**

Meeting adjourned at 4:50pm
Call to order

Approval of the minutes of November 5, 2015

Report of the Executive Committee

Remarks by the Chancellor

New Business

- Faculty Manual Committee Motion on Proposed Movement of the “Vanderbilt University Compliance Program and Standards of Conduct” to Section VIII of the Faculty Manual
- Faculty Manual Committee Motion on addition of footnote 1 to the “Conflict of Commitment Guideline Regarding Non-Vanderbilt Online Teaching” (necessary in support of the VU-VUMC reorganization)
- Senate Affairs Committee Motion on Senate Reapportionment (required every five years)
- Senate Affairs Committee Motion on Revisions to the Senate’s Constitution and Rules of Order (for purposes of consistency)

Scheduled Remarks

- Doug Christiansen, Vice Provost for University Enrollment Affairs, Dean of Admissions and Financial Aid
- Anita Jenious, Director of the Equal Opportunity, Affirmative Action, and Disability Services Department, Title IX Coordinator

Good of the Senate

Adjournment

Voting Members present: Barnes; Benton; Christenbery; Cliffel; Creech; Delpire; Fleming; Friedman; Goddu; Greer; Guthrie; Haglund; Hetherington; Heuser; Hopkins; Johnson, E; Kennedy; Loss; Maroney; Merryman; McCammon; Murphy; Norman; O’Hara O’Connor; Oskay; Pearson; Price; Reeves; Reside; Schildcrout; Trigo; Walsh; Webb; Weintraub; Willis; Wooders and Ziegler.

12/10/2015 2:08 PM
Call to order

Chair Richard Willis called the meeting to order at 4:10pm.

Approval of the minutes of November 5th, 2015

Chair Richard Willis asked for approval of the minutes. A motion was made and seconded to approve the minutes. The motion passed unanimously by voice vote.

Report of the Executive Committee

Chair Richard Willis gave the report of the Executive Committee (EC). He noted the following:

1. There would be a town hall held regarding Vanderbilt’s ongoing campus master planning. See the MyVU article for details. There was Senator inclusion in the selection of the architectural firm, Pelli Clarke Pelli, which has been retained to facilitate this effort.
2. The Chancellor-appointed Committee on Diversity and Inclusion released a statement regarding their mission and objectives for Senators’ review and comment. Please provide your comments by December 4 at noon to Richard Willis through the Senate’s anonymous feedback form in the Portal, or to Committee co-chairs Professors Keivan Stassun and Beverly Moran.
3. The Senate is working with Creative Services to develop an approximately 10 minute video on the trans student experience at Vanderbilt. This is collaboration with the Vanderbilt Student Government and the Center for Teaching in developing a teaching guide related to trans student matters. The Center for Teaching currently has 68 teaching guides on its website, covering a range of topics from mindfulness in the classroom to feminism to learning styles.
4. The Spring Assembly speaker will be Professor Donna Ford from Peabody. Spring Assembly is March 31, 2016 at 4pm. Professor Ford has broad ranging expertise in multiculturalism and gifted education, minority achievement and underachievement, and other pressing educational topics.

Chair Willis opened the floor for questions.

Remarks by the Chancellor

Chancellor Nicholas Zeppos announced the appointment of George Hill, Vice Chancellor of Equity and Diversity. Vice Chancellor Hill will provide leadership in cultivating a diverse and inclusive Vanderbilt community. He then discussed the Diversity, Inclusion and Community Committee, that he views to be a shared governance project, to think about how we look at ourselves as a diverse community. A collective and joint effort of the administration, faculty, and students to review what Vanderbilt’s barriers are for everyone thriving on campus. He encouraged the faculty to listen and engage more with the diverse students on campus.

New Business

Faculty Manual Committee Motion on Proposed Movement of the
“Vanderbilt University Compliance Program and Standards of Conduct” to
Section VIII of the Faculty Manual (Myrna Wooders)

Chair Richard Willis asked Senator Wooders to discuss the motions.

Senator Wooders stated that the motions for the meeting would be small but are pertinent to the Faculty Manual. She mentioned that the topic of moving the Compliance Program and Standards of Conduct from the beginning to the end was discussed last year but there was no formal move. The first motion, Motion One: Part VIII: Vanderbilt University Compliance Program and Standards of Conduct, which is a new part to the Faculty Manual, would formally move the section to the end.

Motion 1.

- Whereas the section of the Vanderbilt Faculty Manual (as archived on 8/3/2015) begins with a section entitled “Vanderbilt University Compliance Program and Standards of Conduct” and

- Whereas the Faculty Senate Faculty Manual Committee believes the different ordering of materials in the Faculty Manual would better represent the spirit of Vanderbilt if the Manual began with “Part I: The University and its Governance,” which includes the history of Vanderbilt and a chapter on its governance,

We, the Faculty Manual Committee, move that there be a new part to the Faculty Manual, to be labeled “Part VIII: Vanderbilt University Compliance Program and Standards of Conduct” and this new part follow “Part VII, Financial Procedures.”
Chair Willis opened the floor for debate.

Noting no questions, Chair Willis asked for a vote by electronic ballot on the FMC’s motion to approve the move of the “Vanderbilt University Compliance Program and Standards of Conduct” in the Faculty Manual to Part VIII.

The vote on this motion was 35-Yes; 0-No; 0 Abstain. Please note that 35 constitutes as a quorum because the Senate membership through December 31st stands at 69 voting members.

**Faculty Manual Committee Motion on addition of footnote 1 to the “Conflict of Commitment Guideline Regarding Non-Vanderbilt Online Teaching” (necessary in support of the VU-VUMC reorganization)**

Senator Wooders proceeded with Motion 2: Conflict of Commitment Guideline Regarding Non-Vanderbilt Online Teaching footnote addition.

**Motion 2.**
- Whereas the Vanderbilt Faculty Manual (as archived on 8/3/2015) requires revision and updating, and
- Whereas on April 2, 2015 the Faculty Senate passed by a vote of 30-YES, 9-NO, 3-ABSTAIN to recommend the attached insertion to the Faculty Manual in Part III, Chapter 3, entitled “Conflict of Commitment Guideline Regarding Non-Vanderbilt Online Teaching,” and
- Whereas, the Faculty Manual Committee in collaboration with Professors McNamara (Vice Provost for Research and International Affairs) and Raiford (Associate Vice Chancellor for Health Affairs) have determined the need to insert additional language specific to the upcoming VU-VUMC reorganization before the previously approved insertion is forwarded to the Provost and Chancellor for review,

We the Faculty Manual Committee, move that the previously recommended Section entitled “Conflict of Commitment Guideline Regarding Non-Vanderbilt Online Teaching” be further revised by addition of footnote 1 as per the attached document, and We further move that the Faculty Senate give its endorsement to this footnote to its previously approved Section, and;

We further move that the entire document, including the footnote, be forwarded as a formal proposal as per Faculty Manual “Part 1, Chapter 5, Amendments to the Faculty Manual” to the Chancellor and the Provost, for review, and if accepted, final approval by the Chancellor.

Chair Willis opened the floor for debate.
Noting no further questions, Chair Willis asked for a vote by electronic ballot on the FMC’s motion on addition of footnote 1 to the “Conflict of Commitment Guideline Regarding Non-Vanderbilt Online Teaching”.

The vote on this motion was 35-Yes; 1-No; 0 Abstain. Please note that we had 36 votes for this motion because one Senator arrived after the vote occurred on the first motion. Also, 35 constitutes as a quorum because the Senate membership through December 31st stands at 69 voting members.

Senate Affairs Committee Motion on Senate Reapportionment (Senate Affairs Committee Chair, Buddy Creech)

Senator Creech stated that the Senate Affairs Committee is placing before the Senate two motions related to our Constitution and Rules of Order. The first relates to our every five year reapportionment of Senators by school. He explained that this reapportionment is required by our Faculty Senate Constitution (Article II, Composition, 4) and must take into account the size of the faculties of the schools and the number of students within the schools. In addition, the Constitution states that no school shall have fewer than two Senators and that no school shall have more than one-third of the total number of Faculty Senators. Senator Creech noted that the Senate Affairs Committee elected to continue the total number of elected Senators at 60 and also elected to use the prior method of reapportionment (Hamilton’s method) that was utilized in 2005 and 2010. He then reviewed a table of current faculty and student data obtained from VIRG that was utilized to make the reapportionment calculations. He then introduced the following motion:

Motion 3.

- Whereas the Faculty Senate Constitution (Article II, Composition, 4.) requires Senate reapportionment every 5 years, and
- Whereas the last Faculty Senate reapportionment occurred in AY 2010, and
- Whereas the methodology used for reapportionment continues to be Hamilton’s Method, described in attachment 1 to this motion and as adopted in 2005 by the Faculty Senate, which apportions faculty representation based on student enrollment and faculty appointments within each school, and
- Whereas, the proposed changes will require an amendment to the Senate’s Constitution (Article II, Composition, 1.), and
- Whereas, amendments to the Senate’s Constitution (Article III) require written notice to the members of the Faculty Assembly at least one month in advance before a vote, and must be approved by two-thirds of those present and voting at a meeting of the Faculty Assembly, and
- Whereas the proposed changes in the composition of the Senate shall become effective only after adoption by the majority of the Senate voting membership,

Be it resolved that the Faculty Senate will be comprised of 60 senators from the schools, with the following distribution:
Be it further resolved, that the Faculty Senate endorses the immediate circulation of these proposed changes to the Faculty Assembly as prescribed by the Faculty Senate’s Constitution, Article II, Composition, 4., and

Be it further resolved, that the proposed composition will be placed before the Faculty Assembly as an amendment to the Faculty Senate’s Constitution, to replace the current Article II, Composition, 1., and

Be it further resolved, that, if the amendment is accepted by a two-thirds majority of those present and voting at the Spring Meeting of the Faculty Assembly, March 31, 2016, this proposed composition will be moved forward for a final vote of acceptance by the Faculty Senate at its April 7, 2016, Faculty Senate meeting.

Senator Creech opened the floor for debate.

Senator Price shared that an amendment to the Senate Bylaws and Constitution would need to be approved at the Spring Faculty Assembly in March 2016.

Senator Heuser inquired about the possibility of increasing the minimum number of Senators. He shared that some have felt two per school may be inadequate.

Senator Creech discussed the time constraint of an overhaul of the reapportionment methodology with the upcoming Spring Assembly.

Senator Greer inquired if the School of Medicine had too many Senators.

Senator Creech stated that the formula weighted both students and faculty and since the School of Medicine had a large amount of faculty, to decrease their amount of Senators would mean that not all faculty across all schools would be weighted the same.

Senator Walsh stated that the cap on Senators weighted the Senators differently already.

Senator Creech stated that if the minimum was increased, it would not decrease the amount of Senators from School of Medicine.
Chancellor Zeppos felt that reapportionment would never satisfy everyone.

Noting no further questions, Chair Willis asked for a vote by electronic ballot on the Senate Affairs Committee motion on Senate Reapportionment.

Voting proceeded: Tally: 32 affirmative, 1 opposed, 0 abstentions. *Due to the absence of quorum the motions will be introduced again in January and the body will be asked to ratify the motions.*

**Senate Affairs Committee Motion on Revisions to the Senate’s Constitution and Rules of Order (for purposes of consistency)**

Senator Creech then noted that the Senate Affairs Committee’s next motion deals with revisions to the Senate’s Constitution and Rules of Order. The proposed changes include the previously discussed reapportionment, changes secondary to the VU/VUMC reorganization, or edits that are necessary to re-align references in our Constitution and Rules of Order to changes previously made in the University’s Code of Bylaws. If approved by the Faculty Senate, the changes would also need to be voted on at the Spring 2016 Faculty Assembly.

**Motion 4.**

- Whereas the Faculty Senate Constitution requires modification in light of the VU/VUMC separation, and due to changes in the University’s Code of Bylaws that are referenced in the Senate’s Constitution, and
- Whereas, amendments to the Senate’s Constitution (Article III) require written notice to the members of the Faculty Assembly at least one month in advance before a vote, and must be approved by two-thirds of those present and voting at a meeting of the Faculty Assembly,

**Be in resolved** that the Faculty Senate endorses the following changes to Senate’s Constitution and Rules of Order:

<table>
<thead>
<tr>
<th></th>
<th>Constitution: Article II, Composition, #2</th>
<th>Rules of Order, IV Committees, B. Duties of the Committee Chair, #6-1 and 2</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>At the beginning of the academic year, the Executive Committee of the Faculty Senate will consult with the Provost and Vice Chancellor for Health Affairs to invite no more than four individuals from each administrative staff as non-voting ex officio members for that year.</td>
<td>Vice Chancellor of Medical Affairs is referenced</td>
<td>Motion: Remove references to Vice-Chancellor of Health Affairs and to the four ex officio members invited from the Vice-Chancellor of Health Affairs administrative staff.</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td>Motion: Remove references to Vice-Chancellor of Medical Affairs</td>
</tr>
<tr>
<td></td>
<td>Article II, Composition, 1</td>
<td>Update Composition Chart based on proposed Reapportionment plan endorsed by the Senate</td>
<td>Motion: Update, Senate composition chart as per reapportionment plan endorsed by the Senate</td>
</tr>
<tr>
<td>---</td>
<td>-----------------------------</td>
<td>-----------------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>4</td>
<td>Article II (Jurisdiction, Duties, and Powers, 6.)</td>
<td>Bullet #6 makes a reference to the University Code of Bylaws “Section 2a, Chapter IV.” When the University Code of Bylaws was revised, Chapter IV was deleted and the pertinent information moved to Chapter II, Section B1</td>
<td>Motion: Edit the reference in Senate’s Constitution to the correct reference in the current University Code of Bylaws (Chapter II, Section B1)</td>
</tr>
<tr>
<td>5</td>
<td>Article IV Ratification</td>
<td>This also refers to the obsolete University Code of Bylaws language: Section 2a, Chapter IV and should be amended to the correct Code of Bylaws reference, Chapter II, Section C1</td>
<td>Motion: Edit the reference to University Code of Bylaws, Chapter II, Section C1</td>
</tr>
<tr>
<td>6</td>
<td>Rules of Order, Section V Ex Officio Members</td>
<td>At the beginning of the academic year, the Executive Committee of the Faculty Senate will consult with the Provost and Vice Chancellor for Health Affairs to invite no more than four individuals from each administrative staff as ex officio members for that year.</td>
<td>Motion: Remove references to Vice-Chancellor of Health Affairs and to the four ex officio members invited by the Vice Chancellor of Health Affairs</td>
</tr>
</tbody>
</table>

**Be it further resolved,** that the Faculty Senate endorses the immediate circulation of these proposed changes to the Faculty Assembly as prescribed by the Faculty Senate’s Constitution, Article II, Composition, 4., and

**Be it further resolved,** that the proposed changes will be placed before the Faculty Assembly as amendments to the Faculty Senate’s Constitution and Rules of Order, to be adopted if accepted by a two-thirds majority of those present and voting at the Faculty Assembly at the Spring Meeting, March 31, 2016.

Chair Willis opened the floor for debate.

Senator Walsh inquired if the language needed to be removed or replaced.

Senator Creech confirmed just removal because Vice Chancellor Balser’s title would change after the reorganization.

Senator Wooders asked if the motions would need to be approved by the Senate more than once.

Senator Price shared that the composition of the Senate would need to be approved by the Senate twice but the amendments would not. The amendments would simply proceed to

12/10/2015 2:08 PM
the Spring Assembly for approval and be completed. The composition would come back to the Senate in April, after the Spring Assembly, for the Senate to vote on it one additional time.

Senator Walsh inquired about the Dean of the School of Medicine title and role associated.

Chancellor Zeppos emphasized that all schools are currently, and always have been, positioned under Vanderbilt University.

Senator Creech shared that representation from a voting standpoint would not change.

Provost Wente shared that every Dean was a voting member and every Vice Chancellor was an ex-officio member.

Senator Wooders shared that there are some sections of the Faculty Manual that still reference Vice Chancellor of Health Affairs.

Noting no further questions, Chair Willis asked for a vote by electronic ballot on the motion on revisions to the Senate’s Constitution and Rules of Order.

Voting proceeded: Tally: 32 affirmative, 2 opposed, 0 abstentions. Due to the absence of quorum the motions will be introduced again in January and the body will be asked to ratify the motions.

Scheduled Remarks

Due to time constraints there was only time for one speaker. The speakers conferred with Chair Willis and decided Anita Jenious, Director of the Equal Opportunity, Affirmative Action, and Disability Services Department, Title IX Coordinator, would present as her presentation could be completed in the remaining time. Chair Willis apologized to Doug Christiansen, Vice Provost for University Enrollment Affairs, Dean of Admissions and Financial Aid, for running out of time and will work with VP Christiansen to arrange another time for him to address the senate.

Anita Jenious, Director of the Equal Opportunity, Affirmative Action, and Disability Services Department, Title IX Coordinator

Chair Richard Willis introduced Anita Jenious. (Presentation can be found in the portal)

Campus SaVe Act Policy can be found at: www.vanderbilt.edu/ead/saveact.html

Ms. Jenious shared that the Campus SaVE Act required the institution to report dating violence, domestic violence, sexual assault and stalking, no matter if the incident
happened on or off campus. She also shared that faculty have a reporting obligation regardless of the timeframe.

Confidential resources on campus that are not mandated to report to EAD: WorkLife Connections/EAP, Faculty and Physician Wellness Program, Nurse Wellness Program, Medical Care Professionals (acting in that role), and Pastoral Counselors (acting in that role).

Ms. Jenious shared that anonymous third party reporting can be done at The Network.

Senator Brady inquired about the confidential resources for students.

Ms. Jenious shared that students could go to the Psychological Counseling Center. She also stated that student reporting sources are outlined in their Student Sexual Misconduct Policy. She emphasized that the confidential resourced provided in her presentation pertain to faculty.

Ms. Jenious provided information on EAD investigations and processes that faculty or staff might request. She shared that EAD investigators are trained annually on investigation processes and matters. She shared that policy does provide additional resources as well.

Senator Friedman inquired if faculty are considered a confidential resource.

Ms. Jenious confirmed that faculty are not considered a confidential resources and are mandated to report instances shared with them, unless the faculty are acting in their role of a medical care provider. The faculty could encourage the student/staff member to reach out to a confidential resource on campus.

Senator Lim asked if anything has changed with the Campus SaVE policy since last year.

Ms. Jenious stated that nothing has changed since it went into effect in April of 2015.

Senator O’Hara O’Connor inquired if faculty are obligated to report only information from a victim, perpetrator, or both?

Ms. Jenious confirmed that the obligation applied to both.

Senator Brady provided an example scenario of a colleague who had discussed current domestic violence, and if that scenario was mandatory to report. He inquired if the policy would apply if it was a previous domestic violence situation dating back years ago.

Ms. Jenious confirmed yes for both.
Senator Weintraub shared that some student groups have shared a lack of trust in investigations on campus and the movement to move investigations off campus to local police departments.

Ms. Jenious felt that is a decision making point for that student or staff.

Senator Weintraub inquired if our community was confident in how these situations are handled on campus.

Provost Wente shared information related to the AAU Campus Climate Survey results on about 60 campuses that participated. VU itself did not participate in the AAU survey due to timing and unknown data in the survey. Vanderbilt did engage in their own survey and those results would be released in January. Provost Wente confirmed that VU does not look different from other results/campuses. She also shared that the results on trust of reporting, trust of investigations, and trust of peer support on campus were high.

Chancellor Zeppos stated that the University has a role and could certainly improve trust, systems, and support on campus.

Ms. Jenious noted no further questions; Chair Willis thanked Ms. Jenious for her presentation and time.

**Good of the Senate**

Senator Weintraub mentioned returning to paper ballots as the voting system was slow and time wasting.

**Adjournment**

Meeting adjourned at 5:30pm
Call to Order

Approval of the Minutes of December 3, 2015

Report of the Executive Committee

Remarks by the Chancellor

Old Business

- Senate Affairs Committee Motion on Senate Reapportionment (required every five years)
- Senate Affairs Committee Motion on Revisions to the Senate’s Constitution and Rules of Order (for purposes of consistency)

New Business

- Greek Life Task Force Report, Professor and Senator David Weintraub
- Chancellor Appointed Committee on Diversity and Inclusion, Professors Beverly Moran and Kevian Stassun (co-chairs)

Good of the Senate

Motion to Adjourn

Voting Members present: Bachman; Barnes; Benton; Benbow; Cannon; Christenbery; Christman; Creech; Delpire; Dewey; Fauchet; Fleming; Friedman; Goddu; Greer; Guthrie; Haglund; Hasty; Hetherington; Heuser; Hopkins; Johnson, J; Kennedy; Koutsoukos; Loss; Maroney; Martin; McCabe; McCoin; Miga; McCammon; Murphy; Norman; O'Hara O'Connor; Oskay; Outlaw; Pearson; Price; Reeves; Reside; Rohde; Rowe; Segovia; Schildcrout; Smrekar; Spottswood; Townes; Walsh; Weintraub; Willis; Wooders; Wright; Wright-Rios and Ziegler.

Voting Members absent: Balser; Brown; Chang; Cliffel; Green; Johnson, E.; Merryman; Neimat; Slayton; Shay; Talbot; Trigo; Wallace; Webb and Wait.

Ex Officio Members present: Anderson; Bandas; Beasley; Brady; Cyrus; Johnson; Lim; Lutz; Raiford; Wente and Zeppos.

1/25/16 10:21 AM
Ex Officio Members absent: Combs; Fortune; Geer; Hall; Kopstain; Marnett; Miller and Williams; Stalcup; Sweet and Williams.

Guests: Helmuth, Chalene; Lauderdale, Jana; Patterson, Tiffany

Call to order

Chair Richard Willis called the meeting to order at 4:10pm.

Approval of the minutes of December 3rd, 2015

Chair Richard Willis asked for approval of the minutes. A motion was made and seconded to approve the minutes. The motion passed unanimously by voice vote.

Report of the Executive Committee

Chair Richard Willis gave the report of the Executive Committee (EC). He noted the following:

1. The stakeholder communication and engagement plan for the draft report from the Greek Life Task Force has begun. Professor and Senator Weintraub (Chair, Greek Life Task Force) has begun meetings with The Hustler, Greek Leaders, and Vanderbilt Student Government. All comments and feedback are more than welcome and appreciated. The ultimate goal, after the discussions and meetings, was for the Senate to review the report and feedback from across campus and make recommendations to the administration.

2. Part IV of the Faculty Manual was entitled, “Disciplinary Actions and Grievances.” The Faculty Manual Committee (Myrna Wooders, A&S, Chair) has revised Part IV to clarify procedures for grievances. Part IV with the new changes in track form and in clean copy form was on the Senate Portal under materials for the January 14, 2016 meeting. Senators may provide anonymous feedback to the committee via a survey provided on the portal.

3. The survey of traveler satisfaction with the new travel agency, World Travel, was conducted in mid-December 2015. Results are in and are being collated for reporting. This survey was a collaborative partnership with Vanderbilt Travel (Sabrina Kronk and Tony Grayson leading), University Staff Advisory Council (USAC), Medical Center Staff Advisory Council (MCSAC), and the Faculty Senate.

3. Gender Awareness and Inclusion Forums: The dates for the forums have been set. All forums will occur from 4:00 p.m. to 5:00 p.m. in the following locations:

April 1 – Sarratt Student Center 112

1/25/16 10:21 AM
This was a joint effort in partnership with Vanderbilt Student Government, the Office of LGBTQIA Life, the Center for Teaching, and the Faculty Senate. A teaching guide was being developed by the Center for Teaching. Creative Services, in collaboration with the Office of LGBTQIA Life, is putting together a video to speak to the transgender experience on the Vanderbilt campus.

4. The Strategic Planning and Academic Freedom Committee (Holly McCammon, A&S, Chair) is thinking through possible changes to the faculty manual’s statement regarding academic freedom and responsibility. Because students are an integral component of the Vanderbilt community, and because the faculty manual statement could potentially influence student academic freedom and responsibility, SPAF has reached out, through Vanderbilt Student Government, to involve students in the effort. In particular, SPAF is interested in gauging what student concerns might arise and what student-relevant issues the committee should consider as they move forward. SPAF will continue to reach out for faculty input as they have already done. The intention is that faculty play the primary role in this endeavor but ensure other constituencies are not overlooked in the process.

5. The Task Force on University Athletics is now beginning its work. As you may recall from the fall we paused this task force while the Greek Life task force was wrapping up its draft report. TFUA is beginning to meet in January 2016. Updates to come.

6. Executive Committee met with George Hill, George Hill, Vice Chancellor for Equity, Diversity, and Inclusion, and discussed issues concerning diversity at Vanderbilt. More updates to follow, many of them in conjunction with the work of the Chancellor-appointed Committee on Diversity and Inclusion.

7. Chelsie Whitelock, Program Manager for Faculty Senate, transferred from her position with the Faculty Senate to devote 100% of her effort to Academic Affairs.

Chair Willis invited Senator Wooders to speak and provide additional information on Part IV of the Faculty Manual.

Senator Wooders referenced three changes to the Faculty Manual that the committee planned to propose. She emphasized that the document would be revised to increase clarity. She also shared that Part III Chapter Three would be available on the Portal soon and discussed in February.

Chair Willis opened the floor for questions.

Remarks by the Chancellor

1/25/16 10:21 AM
Chancellor Nicholas Zeppos introduced the scheduled speakers and respective topics for the meeting, and emphasized their importance. The first topic he introduced was The Greek Life Task Force, chaired by Senator Weintraub. Chancellor Zeppos stated that all student organizations in a residential setting play an important role on campus, but that the university should not be laissez faire when it comes to such a role. Next, Chancellor Zeppos introduced the topic of diversity and the work that the Chancellor Appointed Committee on Diversity and Inclusion has been doing to gain exposure and increase diversity on campus. He strongly stated that diversity on campus has been “unfinished” and steps should be taken to make an improvement.

Old Business

**Senate Affairs Committee Motion on Senate Reapportionment (Senate Affairs Committee Chair, Buddy Creech)**

Senator Creech stated that the Senate Affairs Committee is placing before the Senate two motions related to our Constitution and Rules of Order. The first relates to our every five year reapportionment of Senators by school. He explained that this reapportionment is required by our Faculty Senate Constitution (Article II, Composition, 4) and must take into account the size of the faculties of the schools and the number of students within the schools. In addition, the Constitution states that no school shall have fewer than two Senators and that no school shall have more than one-third of the total number of Faculty Senators. Senator Creech noted that the Senate Affairs Committee elected to continue the total number of elected Senators at 60 and also elected to use the prior method of reapportionment (Hamilton’s method) that was utilized in 2005 and 2010. He then reviewed a table of current faculty and student data obtained from VIRG that was utilized to make the reapportionment calculations. He then introduced the following motion:

**Motion 1.**

- Whereas the Faculty Senate Constitution (Article II, Composition, 4.) requires Senate reapportionment every 5 years, and
- Whereas the last Faculty Senate reapportionment occurred in AY 2010, and
- Whereas the methodology used for reapportionment continues to be Hamilton’s Method, described in attachment 1 to this motion and as adopted in 2005 by the Faculty Senate, which apportions faculty representation based on student enrollment and faculty appointments within each school, and
- Whereas, the proposed changes will require an amendment to the Senate’s Constitution (Article II, Composition, 1.), and
- Whereas, amendments to the Senate’s Constitution (Article III) require written notice to the members of the Faculty Assembly at least one month in advance before a vote, and must be approved by two-thirds of those present and voting at a meeting of the Faculty Assembly, and
- Whereas the proposed changes in the composition of the Senate shall become effective only after adoption by the majority of the Senate voting membership,
Be it resolved that the Faculty Senate will be comprised of 60 senators from the schools, with the following distribution:

<table>
<thead>
<tr>
<th>School</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts and Sciences</td>
<td>16</td>
</tr>
<tr>
<td>Blair</td>
<td>2</td>
</tr>
<tr>
<td>Divinity</td>
<td>2</td>
</tr>
<tr>
<td>Engineering</td>
<td>6</td>
</tr>
<tr>
<td>Law</td>
<td>2</td>
</tr>
<tr>
<td>Medicine</td>
<td>20</td>
</tr>
<tr>
<td>Nursing</td>
<td>4</td>
</tr>
<tr>
<td>Owen</td>
<td>2</td>
</tr>
<tr>
<td>Peabody</td>
<td>6</td>
</tr>
<tr>
<td>Total</td>
<td>60</td>
</tr>
</tbody>
</table>

Be it further resolved, that the Faculty Senate endorses the immediate circulation of these proposed changes to the Faculty Assembly as prescribed by the Faculty Senate’s Constitution, Article II, Composition, 4., and

Be it further resolved, that the proposed composition will be placed before the Faculty Assembly as an amendment to the Faculty Senate’s Constitution, to replace the current Article II, Composition, 1., and

Be it further resolved, that, if the amendment is accepted by a two-thirds majority of those present and voting at the Spring Meeting of the Faculty Assembly, March 31, 2016, this proposed composition will be moved forward for a final vote of acceptance by the Faculty Senate at its April 7, 2016, Faculty Senate meeting.

Senator Creech opened the floor for debate.

Noting no further questions, Chair Willis asked for a vote by electronic ballot on the Senate Affairs Committee motion on Senate Reapportionment.

Voting proceeded: Tally: 45 affirmative, 2 opposed, 0 abstentions.

Senate Affairs Committee Motion on Revisions to the Senate’s Constitution and Rules of Order (for purposes of consistency)

Senator Creech then noted that the Senate Affairs Committee’s next motion deals with revisions to the Senate’s Constitution and Rules of Order. The proposed changes include the previously discussed reapportionment, changes secondary to the VU/VUMC reorganization, or edits that are necessary to re-align references in our Constitution and Rules of Order to changes previously made in the University’s Code of Bylaws. If approved by the Faculty Senate, the changes would also need to be voted on at the Spring 2016 Faculty Assembly.

1/25/16 10:21 AM
**Motion 2.**

- Whereas the Faculty Senate Constitution requires modification in light of the VU/VUMC separation, and due to changes in the University’s Code of Bylaws that are referenced in the Senate’s Constitution, and
- Whereas, amendments to the Senate’s Constitution (Article III) require written notice to the members of the Faculty Assembly at least one month in advance before a vote, and must be approved by two-thirds of those present and voting at a meeting of the Faculty Assembly,

**Be in resolved** that the Faculty Senate endorses the following changes to Senate’s Constitution and Rules of Order:

<table>
<thead>
<tr>
<th></th>
<th>Constitution: Article II, Composition, #2</th>
<th>At the beginning of the academic year, the Executive Committee of the Faculty Senate will consult with the Provost and Vice Chancellor for Health Affairs to invite no more than four individuals from each administrative staff as non-voting ex officio members for that year.</th>
<th>Motion: Remove references to Vice-Chancellor of Health Affairs and to the four ex officio members invited from the Vice-Chancellor of Health Affairs administrative staff.</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Rules of Order, IV Committees, B. Duties of the Committee Chair, #6-1 and 2</td>
<td>Vice Chancellor of Medical Affairs is referenced</td>
<td>Motion: Remove references to Vice-Chancellor of Medical Affairs</td>
</tr>
<tr>
<td>3</td>
<td>Article II, Composition, 1</td>
<td>Update Composition Chart based on proposed Reapportionment plan endorsed by the Senate</td>
<td>Motion: Update, Senate composition chart as per reapportionment plan endorsed by the Senate</td>
</tr>
<tr>
<td>4</td>
<td>Article II (Jurisdiction, Duties, and Powers, 6.)</td>
<td>Bullet #6 makes a reference to the University Code of Bylaws “Section 2a, Chapter IV.” When the University Code of Bylaws was revised, Chapter IV was deleted and the pertinent information moved to Chapter II, Section B1</td>
<td>Motion: Edit the reference in Senate’s Constitution to the correct reference in the current University Code of Bylaws (Chapter II, Section B1)</td>
</tr>
<tr>
<td>5</td>
<td>Article IV Ratification</td>
<td>This also refers to the obsolete University Code of Bylaws language: Section 2a, Chapter IV and should be amended to the correct Code of Bylaws reference, Chapter II, Section C1</td>
<td>Motion: Edit the reference to University Code of Bylaws, Chapter II, Section C1</td>
</tr>
</tbody>
</table>
At the beginning of the academic year, the Executive Committee of the Faculty Senate will consult with the Provost and Vice Chancellor for Health Affairs to invite no more than four individuals from each administrative staff as ex officio members for that year.

Motion: Remove references to Vice-Chancellor of Health Affairs and to the four ex officio members invited by the Vice Chancellor of Health Affairs

Be it further resolved, that the Faculty Senate endorses the immediate circulation of these proposed changes to the Faculty Assembly as prescribed by the Faculty Senate’s Constitution, Article II, Composition, 4., and

Be it further resolved, that the proposed changes will be placed before the Faculty Assembly as amendments to the Faculty Senate’s Constitution and Rules of Order, to be adopted if accepted by a two-thirds majority of those present and voting at the Faculty Assembly at the Spring Meeting, March 31, 2016.

Senator Creech opened the floor for debate.

Noting no further questions, Chair Willis asked for a vote by electronic ballot on the motion on revisions to the Senate’s Constitution and Rules of Order.

Voting proceeded: Tally: 47 affirmative, 1 opposed, 0 abstentions.

Scheduled Remarks

Chair Willis introduced Senator and Professor Weintraub, Chair of the Greek Life Task Force.

David Weintraub, Professor of Astronomy, Director of Undergraduate Studies, and Director of Communication of Science and Technology.

Senator Weintraub provided a brief history of Greek Life at Vanderbilt. He also shared that the University has done a review on Greek Row about every twenty years.

Senator Weintraub felt that the Faculty Senate should create a task force and handle the review of the Greek Life instead of the University leading this effort again. The Task Force emphasized that the goal of the committee was not to eliminate the Greek Life at Vanderbilt, but to accomplish how to make them a healthier part of the Vanderbilt Community. Senator Weintraub shared survey information that the Greek Life has a lack of diversity and students not affiliated were less happy with their experience at Vanderbilt.

Senator Weintraub encouraged the Senate to review the Greek Life Task Force Report available on the Senate Portal.
Senator Friedman inquired what the statistics or percentages were on the happiness of unaffiliated students compared to the affiliated.

Senator Heuser shared that the percentages are barely significant, but should be considered.

Senator Weintraub went on to share findings and recommendations of the committee, as shown in his presentation in the Senate Portal.

Senator Heuser stated that the goal was not to relay that the Greek Program was not welcomed, or that they do not care about the community, but wanted to emphasize that there is just a socioeconomic divide that needed to reconciled.

Chair Willis introduced Keivan Stassun, Co-Chair of the Chancellor Appointed Committee on Diversity, Inclusion and Community.

Kaivan Stassun, Professor of Astronomy, Sr. Associate Dean for Grad. Education & Reseach, Director, Vanderbilt Data-­‐Intensive Astrophysics

Professor Stassun started by addressing the Senate on the importance of diversity on campus and encouraged engagement of the Senate on the important work of the committee as faculty stewards on campus. He expressed the Chancellor’s goals and purpose of the newly appointed committee.

Professor Stassun distributed confidential incomplete documents for Senate review, excluding the Chancellor, and requested collection at the end of the meeting.

The first document was a draft letter to the Chancellor developed by the committee, with intent to make recommendations to allow Vanderbilt to move beyond some instances of the past and embrace the future.

Senate reviewed document.

Professor Stassun shared that the work of the committee has been broad charged with work to make Vanderbilt more diverse and put Vanderbilt into a leadership position on diversity and inclusion. Professor Stassun opened the floor for discussion.

Professor Stassun shared that the report was pure recommendations and not all logistical tasks have been thought out.

Next, Professor Stassun continued with a second document, A Vision for Vanderbilt in 2030. The goal of the committee was to form context visions. The document was unfinished and represented what Vanderbilt would look like and be described as fifteen years from now.
Professor Stassun concluded the discussion with next steps for the committee and how they would loop back in with the Executive Committee for Senate involvement.

**Good of the Senate**

Senator Ziegler shared a brief announcement on an art exhibit that was taking place at Cohen Hall.

Senator Price provided a brief update on the Consultative Committee emails that have recently circulated and that the Faculty Senate Constitution determined members of the committee.

**Adjournment**
Meeting adjourned at 5:40pm
Call to Order

Approval of the Minutes of January 14, 2016

Report of the Executive Committee

Remarks by the Chancellor

Old Business

- SPAF Committee is soliciting feedback on its draft of the Academic Freedom of Expression Statement. Some feedback has already been received. Email your responses to Senator Holly McCammon, A&S, Chair or use the link on the portal for an anonymous survey.

- Senate Executive Committee and the Greek Life Task Force met to discuss the results of the Faculty Senate survey. A special meeting will be planned for April. The date of the meeting and more communication is forthcoming. There will be two Senate meetings in April in support of our efforts to promote continued dialogue as a result of the feedback we received from stakeholders.

New Business

- Faculty Manual Committee Motion on Copy Editor Proposed Changes to Parts I, II, VI, VII, and VIII of the Faculty Manual

- Faculty Manual Committee Motion on Copy Editor Proposed Changes to Part V of the Faculty Manual and the addition of the Joseph A. Johnson, Jr., Distinguished Leadership Professor Award to Part V

Good of the Senate

Motion to Adjourn

Voting Members present: Bachman; Barnes; Brown; Cannon; Chakravarthy; Chang; Christenbery; Cliffel; Delpire; Dewey; Fauchet; Fleming; Friedman; Green; Greer; Guthrie; Haglund; Heuser; Johnson, J; Koutsoukos; Loss; Martin; McCammon;
Call to order

Senator Richard Willis, Chair of the Faculty Senate, called the meeting to order at 4:10pm.

Approval of the minutes of January 14, 2016

Chair Willis asked for approval of the minutes. A motion was made and seconded to approve the minutes. The motion passed unanimously by voice vote.

Report of the Executive Committee

Senator Willis gave the report of the Executive Committee (EC). He noted the following:

1. The Strategic Planning and Academic Freedom Committee (Senator Holly McCammon, A&S, Chair) is soliciting feedback on its draft of the Academic Freedom of Expression Statement. Some feedback has already been received. All feedback is welcomed and appreciated. Email your responses to Senator McCammon or use the link on the portal for an anonymous survey.

2. The Senate Executive Committee and the Greek Life Task Force met to discuss the results of Faculty Senate survey. A special meeting of the Faculty Senate will be planned in April for further discussion. The date of the meeting and more communication is forthcoming. There will be two Senate meetings in April. The special meeting with the Task Force will be in support of our efforts to promote continued dialogue as a result of the feedback received from stakeholders.

3. Debbie Hayes joined the Faculty Senate as Administrative Manager on March 1.
Chair Willis opened the floor for questions.

**Remarks by the Chancellor**

Chancellor Nicholas Zeppos introduced and welcomed Barbara Carrol, Associate Vice Chancellor and Chief Human Resource Officer. He also introduced and welcomed Padma Raghavan, Vice Provost for Research. She is a distinguished engineering professor.

Next, Chancellor Zeppos informed Faculty Senate that Dr. Mark Wallace is the new Dean of the Graduate School.

Dr. Elisabeth Dykens, Director, Vanderbilt Kennedy Center, will be stepping down from the Kennedy Center. We will be working hard to get a search committee together soon.

Chancellor Zeppos then spoke about his new program, Chancellor’s Higher Education Fellows. This program is to better identify young leaders, in the Leadership Academy, as potential future leaders.

Chancellor Zeppos concluded by saying a few words about the Academic Freedom Policy. We thrive on free, open inquiry and exchange of information. Inclusion, equity, and diversity enrich the community.

**Old Business**

No old business was brought before the Senate.

**New Business**

- **Senate Faculty Manual Committee Motion on Copy Editor Proposed Changes to Parts I, II, VI, VII, and VIII of the Faculty Manual (Faculty Manual Committee Chair, Senator Myrna Wooders)**

- **Senate Faculty Manual Committee Motion on Copy Editor Proposed Changes to Part V of the Faculty Manual and the addition of the Joseph A. Johnson, Jr., Distinguished Leadership Professor Award to Part V (Faculty Manual Committee Chair, Senator Myrna Wooders)**

Senator Wooders stated that the Senate Faculty Manual Committee is placing before the Senate two motions related to the faculty manual. The first relates to editing done by a professional copy editor, Ben Galina, who is a Vanderbilt English Ph. D. candidate.

She explained there were mechanical changes to Parts I, II, VI, VII, and VIII to improve grammar and clarity. None of these changes substantively altered Parts I, II, VI, VII, or
Senator Wooders further noted that Part VIII, now the compliance section of the Faculty Manual previously preceded Part I. She then introduced the following motion:

Motion 1.

- Whereas, the Vanderbilt Faculty Manual (as archived on 8/3/2015) requires revision and updating, and
- Whereas, revisions to Part I, Chapter 5 of the Faculty Manual were approved by the Faculty Senate on 9/10/2015 and given final approval by the Chancellor of Vanderbilt University on 9/14/2015, and
- Whereas, the Faculty Senate has hired a professional copy editor to ensure that the most recently approved revisions of the Vanderbilt Faculty Manual conform to proper grammar, spelling, capitalization, clarity, and punctuation, and
- Whereas, the Faculty Manual Committee has now circulated these additional proposed revisions consisting of the mechanical changes detailed above to the Faculty Senate,
- **We the Faculty Manual Committee, move** that the following Sections as entitled below be revised by addition and deletion as per the attached documents in which the proposed revisions are represented in track changes,
  - Part I, Chapters 1-5 “The University and its Governance”
  - Part II, Chapters 1-3 “Appointment and Tenure”
  - Part VI, Chapters 1-4, “Faculty Benefits”
  - Part VII, Chapters 1-2, “Financial Procedures”
  - Part VIII “Vanderbilt University Compliance Program and Standards of Conduct”
- **We further move** that the Faculty Senate give its endorsement to these revisions, and
- **We further move** that these endorsed revisions be forwarded as a formal proposal as per Faculty Manual “Part 1, Chapter 5, Amendments to the Faculty Manual” to the Provost and the Chancellor, for review, and if accepted, final approval by the Chancellor.

Senator Willis, Chair of the Faculty Senate opened the floor for discussion.

Noting no further questions, Chair Willis asked for a vote by electronic ballot on the Senate Faculty Manual Committee motion on proposed changes.

Voting proceeded: Tally: 36 affirmative, 0 opposed, 1 abstentions.

**The second motion relates to Proposed Changes to Part V “Faculty Awards” and the addition of the Joseph A. Johnson, Jr., Distinguished Leadership Professor Award.**

**Senate Faculty Manual Committee Motion on Copy Editor Proposed Changes to Part V of the Faculty Manual and the addition of the Joseph A. Johnson, Jr., Distinguished Leadership Professor Award to Part V**
Senator Wooders explained that the Joseph A. Johnson, Jr. Distinguished Leadership Professor Award will be awarded at the 2016 Spring Faculty Assembly to a full-time, regular faculty member. George Hill, Vice Chancellor of Equity, Inclusion and Diversity has approved the proposed wording in the faculty manual. In addition, Senator Wooders noted that the Faculty Manual committee is also recommending mechanical changes to improve grammar and clarity in Part V, and that none of the recommended changes substantively alters the meaning of any portion of Part V. Senator Wooders then introduced the following motion:

**Motion 2.**

- Whereas, the Vanderbilt Faculty Manual (as archived on 8/3/2015) requires revision and updating, and
- Whereas, revisions to Part I, Chapter 5 of the Faculty Manual were approved by the Faculty Senate on 9/10/2015 and given final approval by the Chancellor of Vanderbilt University on 9/14/2015, and
- Whereas, the Faculty Senate has hired a professional copy editor to ensure that the most recently approved revisions of the Vanderbilt Faculty Manual conform to proper grammar, spelling, capitalization, clarity, and punctuation, and
- Whereas, Chancellor Nicholas S. Zeppos announced on January 18, 2016 the establishment of the Joseph A. Johnson, Jr., Distinguished Leadership Professor Award, to be awarded annually beginning at the 2016 Spring Faculty Assembly to a full-time, regular faculty member for distinguished leadership at Vanderbilt University, and
- Whereas, George C. Hill, Vice Chancellor of Equity, Diversity and Inclusion has approved the proposed wording describing the Joseph A. Johnson, Jr., Distinguished Leadership Professor Award for inclusion in the Faculty Manual, and
- Whereas, the Faculty Manual Committee has included the new award in Part V and circulated these additional proposed revisions consisting of the mechanical changes detailed above and the addition of the description of the newly created faculty award to the Faculty Senate,
- **We the Faculty Manual Committee, move** that Part V “Faculty Awards” of the Faculty Manual be revised by addition and deletion as per the attached document in which the proposed revisions are represented in track changes,
- **We further move** that the Faculty Senate give its endorsement to these revisions, and
- **We further move** that these endorsed revisions be forwarded as a formal proposal as per Faculty Manual “Part 1, Chapter 5, Amendments to the Faculty Manual” to the Provost and the Chancellor, for review, and if accepted, final approval by the Chancellor.

Chair Willis opened the floor for discussion.

Noting no further questions, Chair Willis asked for a vote by electronic ballot on the Senate Faculty Manual Committee motion on the addition of the Joseph A. Johnson, Jr., Distinguished Leadership Professor Award.
Voting proceeded: Tally: 37 affirmative, 0 opposed, 0 abstentions.

Scheduled Speaker

Chair Willis introduced the scheduled speaker, Alan Bentley, Assistant Vice Chancellor for Health Affairs from the Center for Technology Transfer & Commercialization.

He addressed the Senate with a presentation, covering the topics of:

- Role of CTTC
- Inventor revenue sharing policy vs peer institutions
- Effects of the transition
- IDS allocation issue

Assistant Vice Chancellor Bentley’s office serves the Vanderbilt community by assisting University inventors as they bring their innovations to practical application for the benefit of the public. His office helps ensure Vanderbilt research achieves IMPACT in the world.

His presentation showed us the Research Cycle, the Innovation Cycle, the Impact Cycles, the maturation of CTTC, industry engagement, the Researcher Experience and research funding, noting MTA Share that deals with automated material transfer agreements. He shared with us an inventor satisfaction survey, a snapshot of the licensing pipeline, and updated metrics.

CTTC will remain within Vanderbilt University, but will continue to fully serve VUMC and its researchers and inventors in all respects. There will be no changes to inventor service that results from the Transition.

AVC Bentley also noted Vanderbilt University’s rank relative to peer royalty distribution schedules based on per year royalties. Accordingly, our policy is very faculty friendly.

IDS allocation process was initiated in April, 2014. All affected inventors were notified and previously erroneous withheld amounts were reimbursed.

AVC Bentley then opened the floor for questions.

Q1: Senator Wooders: “Are many of these inventions and grants joined with other institutions?”
A: Bentley: About 10% of the ideas we get are. That’s about 15 or 20 ideas a year.

Q2: Senator Charlene Dewey, Vice Chair Elect of the Faculty Senate: “Do the inventions extend to the educational tools?”
A: Bentley: Yes. Chancellor Zeppos pointed out that one of our biggest royalties is derived from Scholastic, Inc. for a technology out of Peabody.
Q3: Senator Wooders: “How does that relate to online educational tools and online courses in a commercial endeavor?”
A: Bentley: We are currently involved in an endeavor with five other institutions and the revenue share is discussed up front.

Q4: Senator Brian Heuser, Assistant Professor of the Practice, Dept. of Leadership, Policy & Organizations: “How are we doing in terms of gross revenue and who are our peers?”
A: Bentley: We will be below our goal for revenue this fiscal year ending in July. We will come in at $7 – $7.5 million and we were hoping for $9 million.

Q5: Senator Peter Martin, Professor of Psychiatry and Pharmacology; Director, Vanderbilt Addiction Center: “Do we have anything at Vanderbilt that trains people to be involved in technology transfer and commercialization or is it a hit/miss kind of thing that someone falls into?”
A: Bentley: This is a career I fell into it. All of the CTTC staff have a Ph. D. in a field of science. They focus on innovation, handling new ideas, and how they can have an impact. We do not have a formal training program.

Provost Susan Wente, Vice Chancellor for Academic Affairs, added the CTTC has been a great partner in this landscape of how we bring this culture of information to our students, our faculty, and innovation center if you have never entered into this realm before. There is an Innovation Center and a CTTC Genius Bar that is part of the new engineering science building that helps to facilitate those connections and helps students and faculty think in the context of career development and the world.

Dean M. Eric Johnson, Ralph Owen Dean and Bruce D. Henderson Professor of Strategy, addressed the point on training. He noted that he has a class that is being piloted this year to address issues of training. There are four teams that pilot 20 students this year. The focus of this class is learning about issues such as licensing, patenting a raw piece of intellectual property, and whether it should be licensed, sold, or turned into a company. They are excited about the results of the first year and will be offering the class again next year.

Q6: Senator Dewey prefaced her question as one that relates to the Innovation Cycle and how it interfaces with the “medical center side” of campus: “Does your center take over the whole piece of the commercialization part?”
A: Bentley: It is our job to reach out to companies. It is a partnership. We create a spark but nobody gets excited about the product like the faculty member does. We identify companies through our network, research and active marketing technologies. We do all the heavy lifting but it is a true partnership.
Q7: Senator Brian Bachmann, Associate Professor of Chemistry: “Are you doing anything to try to develop relationships with entrepreneurs for a larger source of revenue than royalties?”

A: Bentley: Vanderbilt owns stock in a small company named Cumberland Emerging Technologies. They are an example of what can be done in the biological sciences, mostly around drugs. We have also worked with the state of TN to hire an expert group to write SBIR s and STTR grant applications.

Q8: Senator Christopher Loss, Associate Professor of Public Policy and Higher Education; Associate Professor of History, Dept. of Leadership, Policy & Organizations: “Can you talk a little bit about industry research and of what kind of industry seems to be interested in making investments specifically in research at Vanderbilt? What kind of commitment is private industry willing to make?”

A: Bentley: It is different in different areas. The profile is different. Medical devices industries and drug companies do a lot of investments in basic research. Every investment comes with a tie to it. They want rights to the research. Vanderbilt is in a great position because we have deep expertise in the biology of drug discovery and chemistry of drug development, which makes us an attractive partner.

We have seen a lot more interest from engineering companies who invest in technology development in academia while drug companies invest in academia research in waves. We are looking at large collaborations. For instance, Bayer is doing that with our neurology group.

We identify target companies and reach out to them. If a company says, “This is great technology, but it’s too early and unproven or it’s too risky for me to invest in”, then our question is, “Why don’t you sponsor a little bit of research at Vanderbilt and we will develop it further. Then, you can have an option to take a license to that, plus the new ideas.” That is the basis for how you gain support of the companies. We give them certain access to the results of the project.

**Good of the Senate**

Senator Ann Price, Vice Chair of the Faculty Senate, thanked all of those who worked on the Consultative Committee. She noted that those in their second year will be on the Consultative Committee next year. The Consultative Committee submitted their recommendations for the Branscomb, Heard, Wyatt and Johnson awards. Those awards will be given at the Spring Assembly. She expressed appreciation for the Consultative Committee’s hard work and robust discussions.

Vice Provost Raghavan greeted the Senate and was excited to be at the meeting.

**Adjournment**

Meeting adjourned at 5:40pm.
MINUTES
Vanderbilt University
Faculty Senate Meeting
April 7, 2016
Frist 140

Call to Order

Approval of the Minutes of March 3, 2016

Report of the Executive Committee

Remarks by the Chancellor

New Business

- Strategic Planning and Academic Freedom Committee, motion to revise and update the Section entitled “Academic Freedom and Responsibility” in the faculty manual
  - Presented by Senator Holly McCammon, Chair, Strategic Planning and Academic Freedom Committee

- Faculty Senate Life Committee Motion on University Meal & Incident Expense Reimbursement Policy
  - Co-presented by Brett Sweet, Vice Chancellor for Finance and Senator Brian Heuser, Chair, Faculty Life Committee

Good of the Senate

Motion to Adjourn

Voting Members present: Barnes; Benton; Cannon; Chakravarthy; Christenbery; Christman; Cliffel; Creech; Delpire; Dewey; Fauchet; Fleming; Friedman; Greer; Haglund; Hasty; Hetherington, Heuser; Hopkins; Johnson, E.; Koutsoukos; Loss; Martin; McCabe; McCammon; Merryman; Norman; O’Hara O’Connor; Outlaw; Pearson; Price; Reeves; Rohde; Schildcrout; Walsh; Weintraub; Willis, and Wooders.

Voting Members absent: Bachman; Balser; Benbow; Brown; Chang; Goddu; Green; Johnson, J.; Kennedy; Maroney; McCoin; Miga; Murphy; Oskay; Reside; Rowe; Segovia; Shay; Slayton; Smrekar; Spottswood; Talbot; Townes; Trigo; Wait; Webb; Wallace, Wright; Wright-Rios, and Ziegler.

Ex Officio Members present: Anderson; Bandas; Beasley; Brady; Cyrus; Hill; Lutz; Stalcup; Sweet; Wente, and Zeppos.

Ex Officio Members absent: Combs; Fortune; Hall; Johnson, R.; Kopstain; Lim; Marnett; McNamara; Miller; Raiford, and Williams.

Guests: Christiansen, Doug; Grayson, Tony; Robertson, Dalana.

--------------------------------------------------------------------------------------------------------------------------------
Call to order

Senator Richard Willis, Chair of the Faculty Senate, called the meeting to order at 4:10pm.

Approval of the minutes of March 3, 2016

Chair Willis asked for approval of the minutes. A motion was made and seconded to approve the minutes. The motion passed unanimously by voice vote.

Report of the Executive Committee

Senator Willis gave the report of the Executive Committee (EC). He noted that the EC Committee report had been previously distributed. Chair Willis called for questions. Seeing no questions, he proceeded to the next item of business.

Remarks by the Chancellor

The Chancellor made no remarks before the Senate.

Old Business

No old business was brought before the Senate.

New Business

- Strategic Planning and Academic Freedom Committee, motion to revise and update the Section entitled “Academic Freedom and Responsibility” in the Faculty Manual
  - Presented by Senator Holly McCammon, Chair, Strategic Planning and Academic Freedom Committee

- Faculty Life Committee Motion on University Meal & Incidental Expense Reimbursement Policy
  - Co-presented by Brett Sweet, Vice Chancellor for Finance and Senator Brian Heuser, Chair, Faculty Life Committee

First under New Business, Senator McCammon stated that the Strategic Planning and Academic Freedom Committee (SPAF) is placing before the Senate a motion to revise and update the Section entitled “Academic Freedom and Responsibility” in the faculty manual. She thanked members of the SPAF Committee. Senator McCammon next presented the following motion:

Motion 1

- Whereas the Vanderbilt Faculty Manual (as archived on 8/3/2015) requires revision and updating, and
- Whereas revisions to Part I, Chapter 5 of the Faculty Manual were approved by the Faculty Senate on 9/10/2015 and given final approval by the Chancellor of Vanderbilt University on 9/14/2015, and
• Whereas the current statement of academic freedom of expression for faculty as contained in the Faculty Manual Part III, Chapter 1 was drawn in part from the 1960 Beach Report, both an outdated document and a document drafted by a university task force to justify the expulsion of James Lawson for his activities related to the civil rights movement, and

• Whereas the Strategic Planning and Academic Freedom (SPAF) standing committee of the Faculty Senate invited presentations and discussion from three campus faculty experts outside of the Senate on the topic of academic freedom and workplace free speech to help guide its deliberations, and met to hear the views of a group of politically-diverse undergraduates, and

• Whereas the SPAF committee also considered a wide range of previously collected university statements and policies, including the Yale University report and a statement recently adopted by the University of Chicago on freedom of expression, and

• Whereas the SPAF committee invited comments from the Faculty Senate, and all Vanderbilt University faculty in its March 2016 issue of Engage: The Newsletter of the Faculty Senate, including the opportunity to provide comments anonymously through a free-text survey, and

• Whereas all feedback received was duly considered and deliberated by the SPAF Committee,

We the Strategic Planning and Academic Freedom Committee, move that the Section entitled “Academic Freedom and Responsibility” of the 8/3/2015 Faculty Manual be revised by addition and deletion as per the attached document in Exhibit 1,

We further move that the Faculty Senate give its endorsement to these revisions, and

We further move that these endorsed revisions be forwarded as a formal proposal as per Faculty Manual “Part I, Chapter 5, Amendments to the Faculty Manual” to the Chancellor and the Provost, for review, and if accepted, final approval by the Chancellor.

Exhibit 1

Proposed Academic Freedom of Expression Statement:
Vanderbilt University is dedicated to advancing knowledge and ideas, both of which may contain inherently value-laden components. In pursuit of this, Vanderbilt is committed to providing an environment for open inquiry and the vigorous exploration and free expression of ideas. Academic freedom for faculty extends from the university campus (e.g., classrooms, lecture halls, clubs, etc.) to outside its boundaries. As informed citizens and experts in their academic specialties who can speak with accuracy and authority, faculty are often encouraged to express ideas and opinions in the public domain. This activity, which is recognized as an important component of academic endeavor, occurs through a variety of venues not limited to formal publications. Vanderbilt encourages intellectual inquiry, discovery, and exchange of information, and, therefore, fully recognizes and protects freedom of exploration, thought, and expression for its faculty in all these activities.
Vanderbilt strives to promote a diverse community, and the views and ideas of its members will inevitably conflict. As an institution committed to the advancement of knowledge, and as a training ground for the intellectual, social, and ethical leaders of the future, the university is the arena where difficult conversations and seemingly heretical thoughts deserve exploration and protection. It is contrary to the principles of the university to limit the freedom of expression of individuals or to protect individuals from the messages of others which may be deemed disagreeable or possibly even offensive.

At the same time, the university deeply values inclusivity, civility, and mutual respect, and it is incumbent upon all members of the Vanderbilt community to engage in civil and respectful dialog and to resist discourse that aims to suppress the free expression of ideas. The university is and should be a forum in which faculty and students engage the spectrum of ideas in a civil and mutually respectful fashion, where faculty provide a role model for student engagement, and where students hone their abilities to think about and explore diverse perspectives.

When an individual or group deems the ideas of others to be inimical to their own, the response cannot be to suppress or obstruct the speech of others but rather the response should be to engage in discussion, debate, and mutually respectful dialog. A core part of the university’s mission is to provide opportunities for intellectual exchanges to take place. Our responsibility as a community is to ensure that all members of the university community have freedom of expression.

Only in narrow circumstances should the university endeavor to limit freedom of expression. Speech that violates the law, such as libel, slander, harassment, or threats; that infringes on legally-protected privacy or confidentiality interests; that directly impedes university activities in a severe and/or pervasive manner; or that intentionally promotes hate of individuals or groups is not protected at Vanderbilt. Because the university is fully committed to the promotion and protection of the free expression and exchange of ideas, these rare exceptions should be understood and applied so as to support rather than undermine full and free expression.

After presentation of the motion and Exhibit 1 (Proposed Academic Freedom of Expression Statement), Senator McCammon informed the Senate that the proposed statement of “Academic Freedom of Expression” represents the culmination of three years of work by SPAF committee members. Over the course of this interval, the Committee surveyed a number of peer institutions and received fifteen examples of “Academic Freedom of Expression” statements currently in use at these academic institutions. The Committee then did an analysis of these statements, and used what the Committee deemed as best practices to inform the final draft statement included in the motion before the Senate today. Senator McCammon also noted that the Committee invited three campus experts Jim Blumstein from Law, Bruce Barry from Owen, and Lynn Goodman, from A&S to provide expert advice on the crafting of language for the new statement. In addition, the Committee met with a group of politically diverse students who were full of insightful statements. They also reached out to leaders in campus diversity and inclusion. Senator McCammon next explained the genesis of Vanderbilt’s current Academic Freedom and Responsibility statement as contained in the Faculty Manual. This statement was generated as part of what is now known as The Beech Report. This report was the output of an ad hoc committee formed by Chancellor Branscomb to investigate and make recommendations.
regarding the expulsion of James Lawson, a Vanderbilt graduate student who took an active leadership role in the civil rights movement. The Beech Report is now viewed largely as a justification for the expulsion of James Lawson for his civil rights activities. Senator McCammon read an excerpt of The Beech Report: “The Vanderbilt community share a due regard and respect for the law. In the event that one of its members is in jeopardy before the law, either for the sake of conscience or for the purpose of testing the validity of particular provisions of law through deliberate violations, the University will not seek to protect him or her from due process of the law.” Senator McCammon explained that the Committee feels strongly that given the history of VU’s current Academic Freedom and Responsibility Statement as housed in the Faculty Manual, it is time to revise the statement. She thus recommended passage of the motion on the table which will revise the Faculty Manual to include the “Academic Freedom of Expression Statement: as found in Exhibit 1. A draft of the proposed statement has already been shared with the Senate as well as the broader community, administrators, Vanderbilt faculty, the Faculty Manual Committee, and VU’s General Counsel. On the basis of all the feedback the Committee received, the proposed statement is now presented to the Faculty Senate as a motion that will require a vote. If the motion is successful, the new statement will be housed in the Faculty Manual and will completely replace the former statement found in Part III, Chapter 1. Senator McCammon concluded by noting that the statement should be viewed as general guidelines which will provide protection for faculty against university sanctions in matters pertaining to academic freedom of expression and should not be viewed as an “operating manual” to address each specific incident pertaining to academic freedom of expression.

Senator Willis, Chair of the Faculty Senate opened the floor for discussion. Senator McCammon responded for the Committee.

- A Senator made a friendly suggestion that the second sentence of the first paragraph which current reads “In pursuit of this” be amended by addition of the word “goal” to read: “In pursuit of this goal…” Senator McCammon accepted this addition as a friendly amendment.

- A Senator asked Senator McCammon to share with the Senate if there were Committee deliberations related to statements by VU faculty that have caused some student groups on campus to question whether these statements intentionally promoted hate of groups or individuals. The Senator specifically asked if the Committee addressed recent statements by one or more VU faculty members that “targeted” VU’s gay and Muslim student groups. He specifically asked whether those expressions would be protected or not protected under the new policy. Senator McCammon noted that the Committee talked at length about diverse groups of students and they were sensitive to student concerns. She noted that the Committee did not attempt to write a statement to resolve particular circumstances. She added, “We were not trying to write an operating manual,” rather the Committee chose to focus on guiding principles rather than address specific circumstances. “We saw as our charge to write the general principle, not the specific direction on how to resolve each and every tension that might emerge. It was a topic which the committee discussed on numerous occasions. There were discussions about whether incidents were hateful or not hateful. This will not adjudicate how to resolve those issues.”

- A Senator asked how questions related to statements that might be viewed as hate speech directed to a particular group would be resolved. “What is the entity that would make that resolution?” If such a statement were alleged to be made the targeted individual or group
would notify the Department of Equal Opportunity, Affirmative Action, and Disability Services (EAD). EAD would then conduct an investigation, resulting in a report to the faculty member’s dean. That report would provide input to the dean regarding whether the dean would take disciplinary measures against said faculty member. The EAD report is only a recommendation to the dean. If in fact the dean did take disciplinary action against the faculty member then the faculty member could proceed by filing a grievance of the dean’s decision. That grievance would proceed as outlined in Part IV, Chapter 2, Section B of the Faculty Manual (grievances unrelated to reappointment, promotion, and tenure decisions). The faculty committee convened to hear such a grievance (currently the Senate’s standing committee on Grievances) would render a recommendation to the Chancellor regarding the action taken by the dean against the faculty member. The Chancellor would make the final decision.

- The grievance process is one of the most important processes that the Faculty Senate is responsible for as a body. It only comes into effect if a faculty member says the disciplinary action against them is incorrect. What we need to decide is whether the document in front of us contains language and words that our Grievance Committee can understand well enough to decide if they will support the grievant or support the individual who took action against the grievant.

- A Senator inquired: “I have a question about the last sentence in the second paragraph that includes: ‘to protect freedom of exploration.’ [Refers to Slide #14: For reference the complete sentence states: ‘Vanderbilt encourages intellectual inquiry, discovery, and exchange of information, and, therefore, fully recognizes and protects freedom of exploration, thought, and expression for its faculty in all these activities.’] For example, suppose someone is accused of plagiarism and launches a lawsuit. Does the university protect the individual? Or if a faculty member says someone stole their ideas and they want to sue...if an outsider accuses a Vanderbilt faculty member of plagiarism? In response, it was noted that we have a process in place to handle research misconduct. We would do an investigation to find out whether or not the accusation is substantiated.

- The Senator asked in follow up: “What if the accusations are not substantiated?” In response, it was stated that the University cannot restrict some third party who sues a faculty member. If you claim freedom of thought, you are most likely to rely on the First Amendment because our Faculty Manual is not binding to the world. Under the First Amendment laws, there are basic protections for which you can be sued like libel and slander. You cannot be sued for plagiarism and false claims. If the outside world sues you saying, “You stole my idea”, there is nothing the University can do or say to the outside world. The University does not provide legal defense for faculty who are sued in an individual capacity for plagiarism. There could be some instances where you are acting in some official duties but in an individual capacity, it is different. We may need to ask if the attack on the person is really an attack on the University. Those outside forces may not only attack a person, but may also attack the institution by way of attacking members of the institution. For example, there is a hazy line in this area when government officials are sued. You can sue the government in an official capacity or an individual capacity. For a physician who is sued for malpractice within the scope of employment, we will provide defense. In the classroom, it is different.
Senator McCammon stated that the intention of Motion 2 is to replace the old statement of Academic Freedom of Expression crafted from *The Beech Report* and replaces it with the new statement as found in Exhibit 1. The new statement removes the prohibition imposed by *The Beech Report* that prevented the University from aiding faculty members who found themselves in legal problems based on their conscience. *The Beech Report* appeared to prohibit the University from acting in any capacity in such a case. The current statement lifts that prohibition but does not compel the University to take action either. For example, if someone does something illegal, it is unlikely the University will defend them.

Noting no further questions, Chair Willis clarified that the motion before the Senate was as stated in the previously circulated Motion 1 with the addition of the word “goal” in the second sentence of the first paragraph to read, “In pursuit of this goal. . . .”

The amended motion was seconded. Chair Willis called for a vote on amended Motion 1 by electronic ballot. There was a voting technology malfunction. Paper ballots were distributed. Voting proceeded: Tally: 29 affirmative, 0 opposed, 0 abstentions.

Next under New Business, Senator Brian Heuser, Chair, Faculty Life Committee and Brett Sweet, Vice Chancellor for Finance and Reimbursement Policy presented the Faculty Life Committee Motion on University Meal & Incidental Expense Reimbursement Policy.

**Motion 2**

- Whereas the Faculty Senate and Vice Chancellor of Finance have determined that it is timely to revisit the University policy on Meal & Incidental Expense Reimbursement,
- Whereas it makes good sense to extend to faculty members multiple, flexible options for reimbursement of Meal & Incidental Expenses due to University travel that are also in compliance with IRS guidelines,

The Faculty Life Standing Committee unanimously recommends that, beginning in the Fall Semester of 2016, the University adopts a “hybrid model” of meal and incidental expense reimbursement for Vanderbilt University employed faculty that includes the following characteristics:

- For travel on all sponsored research Vanderbilt University employed faculty must submit actual, itemized expenses.
- For travel on unrestricted, non-sponsored research Vanderbilt University employed faculty may opt for reimbursement of actual, itemized expenses or for a Vanderbilt per diem of US $75 per day for meals and incidentals, with no receipts or itemization of expenses required. This election is made on a per-trip basis.
- For both sponsored and non-sponsored University travel, the receipt threshold will be increased to be equal to or greater than US $75.
- Each Dean of Vanderbilt University’s colleges and schools retains the prerogative to maintain a more restrictive reimbursement policy.
Senator Heuser introduced the Faculty Life Committee and thanked the Chancellor, the Provost, and Vice Chancellor Sweet. Senator Heuser stated that Motion 2 will reduce bureaucracy for VU faculty travelers. He explained that this policy relates to incidental travel expenses such as meals, ground transportation, and tips incurred by faculty members while traveling on Vanderbilt University business. He further explained that at this time, this policy pertains only to VU employed faculty and not VUMC employed faculty.

As background information, Senator Heuser noted that our university spends about $13 million per year on travel. That is about $2,000 per trip on all forms of expenses across 6,500 trips. He added that as a faculty we are remarkably frugal. Currently expenses average approximately $46/day for food and other travel incidentals.

Our current travel reimbursement policy utilizes a $25 receipt threshold for food and incidental expenses. The new policy as proposed in the Motion 2 would increase the receipt threshold to $75. In addition the policy as proposed in Motion 2 would provide the VU faculty traveler with the choice of providing receipts for actual expenses or the traveler could choose a $75 per diem payment option as long as the travel did not utilize sponsored funds. Senator Heuser explained that the Committee studied reimbursement policies utilized by 20 peer institutions. Thirteen of these schools utilize a $75 receipt threshold.

Senator Heuser further explained that for sponsored funds, faculty would continue the current practice of providing receipts for all food and incidental travel purchases for which they request reimbursement. That is the norm for the research environment. However, the receipt threshold would increase to $75 per transaction, greatly decreasing the number of transactions requiring a receipt for submission for reimbursement.

Thus to summarize, if Motion 2 is passed, for travel on non-sponsored funds, VU faculty travelers could select on a per trip basis whether to choose reimbursement for food and incidentals with a $75/day per diem payment with no adjustments, or the faculty traveler could request reimbursement for actual expenses for meals and incidentals by providing an account of all such expenses and including receipts for any of these expenses that exceed $75/receipt.

- In responses to a Senator’s question, Senator Heuser reiterated that for travel utilizing sponsored funds, the faculty member must submit actual expenses supported by receipts for any transaction that exceeds $75. The receipt threshold increase is the only change in these circumstances.
- A Senator inquired: When it comes to the IRS, will per diem payments be viewed as income. Senator Heuser responded that per diem payments for incurred travel expenses will not be taxed as income.
- Senator Heuser emphasized again that this motion pertains to VU employed faculty, staff and graduate student travelers who are traveling on non-sponsored funds. He also noted that Motion 2 gives discretion to the Deans who may choose to have a more restrictive reimbursement travel policy. He re-emphasized that VU employed travelers utilizing sponsored research funds, must submit actual expenses and cannot chose the per diem option.

Noting no further questions, Senator Willis, asked for a vote by paper ballot.
Paper ballots were distributed.

Voting proceeded by paper ballots: Tally: 32 affirmative, 0 opposed, 0 abstentions.

**Scheduled Speaker**

Senator Willis introduced guest speaker, Douglas Christiansen, Vice Provost for University Enrollment Affairs, Dean of Admissions and Financial Aid

VP Christiansen addressed the Senate with a presentation, which highlighted the topics of:
- The Enter Fall Class of 2015
- Application Growth, Selectivity, and Yield
- Ethnic Diversity, Geographic Diversity, Gender Diversity, and International Diversity
- Outlook on the 2016 Entering Class

A great deal of enrollment data was covered by Vice Provost Christiansen. Key data points noted included:

Enrollment numbers by school were discussed and explained that the entering class enrollment number has fluctuated only slightly from 1600 to 1613 over the past several years. The current plan is to continue to target 1600 for the entering class.

He specifically noted the growth in our applications over the last decade. Since 2006, overall applications have increased by 165%. International applications have increased by 685% over the same time period. In response to a Senator’s question regarding applications received from China, VP Christiansen noted that in 2009, 30% of our international applicants were from China, with this number rising to 37% in 2015.

He noted that our overall admission rate percentage has fallen from mid-30’s in 2006 to 11.7% in 2015 and will approach 11% for 2016. Over the same time frame the yield has steadily increased from a low of 36.6% reaching 43.7% in 2015 and will approach 44.5% for 2016.

With respect to testing metrics the middle 50% of SAT enrolled students for fall 2015 scored between the 97th and 99th percentile range on the SAT (1430 to 1590). The middle 50% of ACT enrolled students for fall 2015 scored between the 98th and 99th percentile range on the ACT (32 to 35).

A map designated the homes of record for our domestic students. This revealed that 9.5% of our enrolled students come from Tennessee with 32% from the southern region. Our enrollment from the west continues to increase.

Over the past decade Vanderbilt’s total ethnic diversity (African American, Hispanic of Any Race, Asian American, Native American and two or more) has increased from the low 20’s to 38.8% of the entering class. Specifically in the 2015 entering class 162 students (10.1% of total enrollees) were Hispanic, 155 (9.6%) were African American students -- this percentage is one
of the highest among private research universities. In addition Vanderbilt enrolled 216 (13\%) new Asian American students.

VP Christiansen remarked that May 1, 2016 is the National Reply Date. Our last reported regular decision selectivity rate was 8.8\%. We anticipate another strong year. He concluded his remarks by commending the faculty and the excellent academic instruction that students receive at VU due to the commitment of our faculty. He stated, “This is what brings students to VU. They know they are going to get a great experience here.”

**Good of the Senate**

Senator Willis reminded the body about the Special senate meeting in partnership with VSG and Greek leaders April 13, Wilson 103, 5:30 to 7:00 p.m. The topic of discussion was feedback on the draft Greek Life Task Force Report; please see the March issue of *Engage* for links to the feedback.

**Adjournment**

Meeting adjourned at 5:40 pm.
Call to Order

Approval of the Minutes of April 7, 2016

Old Business

- Strategic Planning and Academic Freedom Committee, motion to revise and update the Section entitled “Academic Freedom and Responsibility” in the Faculty Manual. Ratification requested as motion previously passed unanimously without quorum present
  - Presented by Senator Holly McCammon, Chair, Strategic Planning and Academic Freedom Committee

New Business

- Greek Life Task Force Report, motion to approve report and Greek student leader feedback for submission to the Provost and Chancellor for further consideration
  - Presented by Senator David Weintraub, Chair of Greek Life Task Force

- Proposed revisions to Part IV of the Faculty Manual
  - Presented by Senator Myrna Wooders, Chair of the Faculty Manual Committee

- Senate elections for Chair-elect and Vice Chair-elect
  - Statements of interest from Geoffrey M. Fleming, MD, Assistant Professor of Pediatrics, Associate Director, Pediatric Critical Care Fellowship Program (Chair-elect candidate) and Leslie Welch Hopkins, Specialty Director, Adult Gerontology Primary Care Nurse Practitioner Program (Vice Chair-elect candidate)

Report of the Executive Committee

Remarks by the Chancellor

Scheduled Speaker

Good of the Senate
Call to Order

Senator Richard Willis, Chair of the Faculty Senate, called the meeting to order at 4:10 pm.

Approval of the minutes of April 7, 2016

Chair Willis asked for approval of the minutes. A motion was made and seconded to approve the minutes. The motion passed unanimously by voice vote.

Vice Chair of the Faculty Senate, Ann Price asked to be recognized by the Chair. After recognition was granted, Vice Chair Price introduced a motion from the floor calling for a suspension of the Faculty Senate’s established Rules of Order with respect to the meeting’s agenda. Vice Chair Price moved that all items requiring a vote, which she enumerated as a motion under old business, motions under new business, and election of Senate Officers, be moved to the top of the agenda.

Chair Willis first confirmed that a quorum was present. He then explained that such a motion requires a 2/3 vote majority to pass.
Voting proceeded: Tally: 38 affirmative, 0 opposed, 0 abstentions
The motion was adopted.

**Old Business**

- Strategic Planning and Academic Freedom Committee, motion to revise and update the Section entitled “Academic Freedom and Responsibility” in the Faculty Manual
  Ratification requested as motion previously passed unanimously without quorum present
  o Presented by Senator Holly McCammon, Chair, Strategic Planning and Academic Freedom Committee

**Motion 1**

- Whereas the Vanderbilt Faculty Manual (as archived on 8/3/2015) requires revision and updating, and
- Whereas revisions to Part I, Chapter 5 of the Faculty Manual were approved by the Faculty Senate on 9/10/2015 and given final approval by the Chancellor of Vanderbilt University on 9/14/2015, and
- Whereas the current statement of academic freedom of expression for faculty as contained in the Faculty Manual Part III, Chapter 1 was drawn in part from the 1960 Beach Report, both an outdated document and a document drafted by a university task force to justify the expulsion of James Lawson for his activities related to the civil rights movement, and
- Whereas the Strategic Planning and Academic Freedom (SPAF) standing committee of the Faculty Senate invited presentations and discussion from three campus faculty experts outside of the Senate on the topic of academic freedom and workplace free speech to help guide its deliberations, and met to hear the views of a group of politically-diverse undergraduates, and
- Whereas the SPAF committee also considered a wide range of previously collected university statements and policies, including the Yale University report and a statement recently adopted by the University of Chicago on freedom of expression, and
- Whereas the SPAF committee invited comments from the Faculty Senate, and all Vanderbilt University faculty in its March 2016 issue of Engage: The Newsletter of the Faculty Senate, including the opportunity to provide comments anonymously through a free-text survey, and
- Whereas all feedback received was duly considered and deliberated by the SPAF Committee,

We the Strategic Planning and Academic Freedom Committee, move that the Section entitled “Academic Freedom and Responsibility” of the 8/3/2015 Faculty Manual be revised by addition and deletion as per the attached document in Exhibit 1 [Exhibit 1 SPAF Motion 1],

We further move that the Faculty Senate give its endorsement to these revisions, and
We further move that these endorsed revisions be forwarded as a formal proposal as per Faculty Manual “Part I, Chapter 5, Amendments to the Faculty Manual” to the Chancellor and the Provost, for review, and if accepted, final approval by the Chancellor.

Senator Willis, Chair of the Faculty Senate, opened the floor for discussion. There was no question and no debate. Senator McCammon noted the acceptance of the friendly amendment to the motion. The friendly amendment that the second sentence of the first paragraph which currently reads “In pursuit of this” be amended by addition of the word “goal” to read: “In pursuit of this goal. . . .”

Chair Willis called for a vote on Motion 1 by electronic ballot. The Voting proceeded: Tally: 40 affirmative, 0 opposed, 0 abstentions. The motion was adopted.

**New Business**

- Greek Life Task Force Report, motion to approve report and Greek student leader feedback for submission to the Provost and Chancellor for further consideration
  - Presented by Senator David Weintraub, Chair of Greek Life Task Force

Senator Weintraub, Chair of Greek Life Task Force, spoke at a previous meeting and discussed the recommendations of the Greek Life Task Force. The Greek Life Task Force met with students and held a special meeting with the Faculty Senate in April, 2016. The Greek Life Task Force is presenting the following motion.

**Motion 2**

- Whereas the Greek Life Task Force (“Task Force”) was constituted by the Faculty Senate in September 2013 to study the Greek Life experience at Vanderbilt University,

- Whereas the Task Force invested significant time and thought deliberating all aspects of Greek Life on campus, including surveying Greek students and listening to their views and those of the Offices of Greek Life and Dean of Students,

- Whereas the Task Force submitted its draft report to the Executive Committee of the Faculty Senate in October 2015 containing seven recommendations for evaluation and possible implementation by the Vanderbilt University leadership,

- Whereas the Task Force, in partnership with the Faculty Senate and the Vanderbilt Student Government, subsequently expanded its Greek outreach to solicit feedback in both an online survey and various interactive forums from the three Greek Councils, IFC, Panhellenic, and NPHC, as well as Faculty Senators, the Vanderbilt Student Government, and Greek Alumni,
Whereas the Task Force added the Preamble to its report dated April 4, 2016, advocating flexibility and thoughtful implementation of its recommendations on the basis of the feedback received in light of differences among Greek Councils and their national organizations,

Whereas the Task Force, the Greek student leadership, the Vanderbilt Student Government, and the Faculty Senate participated in a joint specially called Senate meeting on April 13, 2016, to further engage Greek constituent feedback on the Task Force draft report,

Whereas Greek student leadership from all three Councils provided highly constructive and insightful feedback in a dignified, professional, and exemplary manner at the special Senate meeting that impressed those present,

Whereas the Greek student leadership, consistent with the call of the Preamble, offered appropriate feedback for each Task Force recommendation in the collaborative spirit of enhancing the effectiveness of the Task Force recommendations and striving for the betterment of the Vanderbilt community for all stakeholders,

Whereas the Task Force draft Report recommendations and Greek student leader proposed revisions to Task Force recommendations are summarized in Exhibit 1 [Exhibit 1, Motion 2, Greek Life Task Force] and the full text of the Task Force draft Report and Preamble are presented in Exhibit 2 [Exhibit 2, Motion 2, Greek Life Task Force],

Whereas the Greek student leadership, as also advocated by the Task Force, recommended continued proactive actions to include and facilitate community with independent students by partnering with the Office of Intercultural Initiatives and Cultural Competence (Dean of Students) in consultation with the Office of Equity, Diversity, and Inclusion as needed,

We, the Greek Life Task Force, unanimously move that:

The Faculty Senate endorse the Greek Life Task Force report, the Greek Life Task Force Preamble, and the Greek Student feedback to the Task Force report,

The Faculty Senate, as recommended by the Task Force and the Greek student leadership, institute annual, coordinated reporting by Greek Life student leadership and the Office of Greek Life to the Faculty Senate standing committee on Student Life to ensure that the momentum and hard work of all parties to this significant endeavor in the history of Vanderbilt University are carefully reviewed and collaboratively monitored and adjusted as necessary for the betterment of all Vanderbilt stakeholders, past, present, and future,

The Student Life Committee of the Faculty Senate, specifically, will have continued dialogue and engagement not only about the Task Force recommendations, but the feedback
from the Greek student leaders, all of which are summarized in Exhibit 1 [Exhibit 1, Motion 2, Greek Life Task Force], and

The Faculty Senate forward the Task Force recommendations and Greek leader feedback to the Provost and the Chancellor for review and acknowledgement that the recommendations and feedback be seriously considered for implementation by Vanderbilt University leadership in the context of furthering the University’s mission.

Greek Life Task Force Membership, years of service for life of Task Force unless otherwise indicated in brackets:

- Professor David Weintraub, A&S. Task Force Chair, Chair Faculty Senate 2011-2012
- Brooke Ackerly, College of Arts & Science. Associate Professor of Political Science
- Greg Melchor-Barz (Task Force Vice-Chair), Blair School of Music, College of Arts & Science, Divinity School. Professor of Musicology, of Anthropology, and of Music and Religion; Vice Chair Faculty Senate 2011-2012; Faculty Head of North House 2007-present; [13-14]
- Donald Brady, School of Medicine. Professor of Medicine; Associate Dean for Graduate Medical Education; Chair Faculty Senate 2013-2014
- John Braxton, Peabody College. Professor of Higher Education, Department of Leadership, Policy, & Organizations
- Roger Cone, School of Medicine. Joe C. Davis Chair in Biomedical Science and Chair, Molecular Physiology & Biophysics; Chair, Molecular Physiology & Biophysics Department; Faculty Head of Murray House 2012-present; [13-14]
- Cathy Fuchs, School of Medicine. Professor in Psychiatry; Director of Psychological and Counseling Center; Chair Faculty Senate 2006-2007
- Chalene Helmuth, College of Arts & Science. Senior Lecturer in Spanish & Portuguese; Faculty Head of Sutherland House 2007-present
- Brian Heuser, Peabody College. Assistant Professor of the Practice, International Education Policy; Senior Research Fellow, Office of the Dean of Students
- Paul Lim, Divinity School. Associate Professor in History of Christianity; Chair Faculty Senate 2014-2015; Faculty Head of Crawford House 2007-2015
- William H. Robinson, School of Engineering. Associate Professor in Electrical Engineering and Computer Engineering
- Kyla Terhune, School of Medicine. Associate Professor in Surgery and Anesthesiology; Program Director, General Surgery Division; Faculty Head of Hank Ingram House 2011-present
- Joseph Wehby, Peabody College. Associate Professor of Special Education; Chair, Student Life Committee of Faculty Senate 2013-2014

Senator Willis, Chair of the Faculty Senate, opened the floor for discussion. There was no question and no debate. Chair Willis called for a vote on Motion 2 by electronic ballot. The Voting proceeded: Tally: 39 affirmative, 2 opposed, 0 abstentions.

The motion was adopted.
• Proposed revisions to Part IV of the Faculty Manual

  o Presented by Senator Myrna Wooders, Chair of the Faculty Manual Committee

Senator Myrna Wooders, Chair of the Faculty Manual Committee noted the committee has worked on Part IV since the committee’s formation two years ago. Senator Wooders noted that most of the edits addressed by this motion are related to stylistic format, the correction of inconsistencies, and placement of items in a logical order. Senator Wooders next highlighted two important areas.

Chapter 1, Footnote 1 – This section was motivated by faculty in School of Medicine to make sure they have the full protection of faculty at Vanderbilt University.

The footnote says, “Faculty employed by the Vanderbilt University Medical Center will be subject to the standards of conduct adopted by the Vanderbilt University Medical Center in their clinical practice, in addition to the standards of conduct adopted by the University. In scholarly activities, such faculty will be subject to the portions of VUMC standards of conduct that do not differ from the Vanderbilt University Faculty Manual. Disciplinary and grievance actions for faculty members will be in accordance with the Faculty Manual. Vanderbilt University and Vanderbilt University Medical Center will coordinate actions whenever matters affecting both are involved.” This footnote was inserted in the Faculty Manual to clarify governing processes for VUMC employed faculty.

In the current Faculty Manual, there is a section on final reports and each section has a subsection. Since some of the subsections may have inconsistencies or there may be errors in the reports, after timely review, corrective edits may need to be made or comments added to the report. This motion will allow the Grievance Committee to revise its report should it become necessary. The Committee may then choose to send the comment and the report to the Chancellor. Senator Wooders then explained that if there is no additional comment from the grievant, the Grievance Committee can choose to send the report as it is. The draft report would be made available for comment by all parties giving the grievant an opportunity to comment on the report. The Grievance Committee determines at what point enough comments and revisions have been received.

Motion 3

• Whereas the Vanderbilt Faculty Manual (as archived on 8/3/2015) requires revision and updating, and

• Whereas revisions to Part I, Chapter 5 of the Faculty Manual were approved by the Faculty Senate on 9/10/2015 and given final approval by the Chancellor of Vanderbilt University on 9/14/2015, and

• Whereas, the Faculty Manual Committee has now circulated additional proposed revisions to the Faculty Senate and placed those revisions before the University faculty for comment,
We the Faculty Manual Committee, move that the Section “Part IV (Chapters 1-2)” of the current version of Faculty Manual entitled “Disciplinary Actions and Grievances” be revised by addition and deletion as per the attached document (see Exhibit 1a),

We further move that the Faculty Senate give its endorsement to these revisions, and

We further move that these endorsed revisions be forwarded as a formal proposal as per Faculty Manual “Part 1, Chapter 5, Amendments to the Faculty Manual” to the Chancellor and the Provost, for review, and if accepted, final approval by the Chancellor.

Faculty Manual Committee

- Senator Myrna Wooders, A&S, Chair
- Senator Richard Willis, Owen Graduate School of Management
- Senator Geoffrey Fleming, School of Medicine
- Senator Erin O’Hara, Law
- Senator Benigno Trigo, A&S
- Duco Jansen, Engineering
- Becky Keck, Nursing
- Margaret Tarpley, School of Medicine

Senator Willis, Chair of the Faculty Senate, opened the floor for discussion. A senator made a friendly suggestion that a time limit be placed on the responses of the grievant since there is a time limit on responses made by the respondent. “The Grievant shall have up to fourteen days…”

Another senator also noted if the Grievance Committee does not revise the draft and submits the report with comments of the parties, the committee should also identify why it has not revised their report.

It was further suggested that instead of “comments of the parties,” a more accurate statement would be, “comments of the parties and Grievance Committee”.

Chair Willis noted that two potential motions from the floor made by Senator Laurie Benton and Senator Myrna Wooders, to amend the original motion, were now on the table. While these potential motions had not been formalized, a motion from the floor was made by Senator David Weintraub to send the original motion back to committee for further review in light of the Senate’s discussion.

Chair Willis called for an electronic vote on the Motion from the floor to refer the original Motion 3 back to committee.

The Voting proceeded: Tally: 28 affirmative, 13 opposed, 0 abstentions.

The motion was adopted.

The topic will come before the Senate again this fall.
Senate elections for Chair-elect and Vice Chair-elect

- Statements of interest from Geoffrey M. Fleming, MD, Assistant Professor of Pediatrics, Associate Director, Pediatric Critical Care Fellowship Program (Chair-elect candidate) and Leslie Welch Hopkins, Specialty Director, Adult Gerontology Primary Care Nurse Practitioner Program (Vice Chair-elect candidate)

Statements of interest from candidates for Chair and Vice Chair-elect were previously distributed.

Chair Willis asked for nominations from the floor. There were no additional nominations. First, a vote was taken for Chair-elect.

Chair Willis called for a vote by electronic ballot on the candidate for Chair-elect, Geoffrey Fleming.
The Voting proceeded: Tally: 34 affirmative, 3 opposed, 0 abstentions
Chair Willis announced that Geoffrey Fleming was elected as the next Chair-elect.

Next, a vote was taken for Vice Chair-elect. Chair Willis called for a vote by electronic ballot on candidate for Vice Chair-elect, Leslie Welch Hopkins.
The Voting proceeded: Tally: 35 affirmative, 3 opposed, 2 abstentions.
Chair Willis announced that Leslie Welch Hopkins was elected as the next Vice Chair-elect.

Congratulatory applause was given to the Chair-elect, Geoffrey Fleming and Vice Chair-elect, Leslie Welch Hopkins.

Report of the Executive Committee

Senator Willis gave the report of the Executive Committee (EC). He noted that the EC Committee report had been previously distributed. Chair Willis called for questions. Seeing no questions, he proceeded to the next item of business.

Remarks by the Chancellor

Chancellor Zeppos began with the presentation of certificates to third year senators who are rolling off of Senate this year. There were twenty-one senators receiving certificates. Those completing terms of office and receiving certificates were:

- Senator Sandra Barnes
- Senator Buddy Creech
- Senator Eric Delpire
- Senator John P. Greer
Senator Alyssa Hasty
Senator Marc J. Hetherington
Senator Joyce Johnson
Senator Cathy L. Jade
Senator Betsy Kennedy
Senator Christopher Loss
Senator Terry Maroney
Senator Clare McCabe
Senator Ann H. Price
Senator Graham Reside
Senator Michael Slayton
Senator Stephanie E. Spottswod
Senator Richard H. Willis
Senator Myrna Wooders
Senator David Wright
Senator Edward Wright-Rios
Senator Mel Ziegler

The Chancellor recapped a year of many achievements and commended the faculty for its leadership in service to the university in both teaching and research. He noted that the true meaning of the university is in the strength of the faculty. He emphasized that the distinction of the faculty is what brings students to Vanderbilt.

He further emphasized:

- The quality of faculty, the student body, and the learning environment.
- Faculty achievements.
- Strong undergraduate applications.
- Campus master planning.
- Graduate student housing.
- Senior faculty searches.
- The successful reorganization.
- The strides the university has made in the area of diversity, equity, and inclusion.
- A commitment to student mental health.

Scheduled Speaker

Senator Willis introduced guest speaker, Senator David Weintraub, to give the Senate an update from the Coalition on Intercollegiate Athletics (COIA).

Senator Weintraub highlighted the following points:
• COIA, an organization of faculty senates was formed in 2002 and is comprised of 65 faculty senates. The Vanderbilt faculty senate is a member of COIA.
• The purpose of COIA is to give faculty senates a voice in intercollegiate athletics.
• Intercollegiate athletics is largely controlled by the NCAA and conference commissioners.
• COIA plans to produce legislation to revise its by-laws, enabling it to be more nimble.
• A big issue of concern for COIA is the time commitment required of student athletes.
• With respect to health concerns, the number one priority of COIA is concussions, and the second major health concern is student athlete mental health issues.
• The other major concerns of COIA with respect to student athlete health are: cardiac health, overuse injuries, doping and drugs, sexual assault, and nutrition health.
• The NCAA is conducting a $30 million study on concussions.
• Next year, COIA’s focus will be the production of a report on COIA’s Best Practices.
• Vanderbilt student athletes receive an unsurpassed quality of medical care.
• COIA has the potential to have a tremendous impact on collegiate athletics.

Good of the Senate

Provost Susan Wente announced, in partnership with the Administration, the Faculty Senate and the Faculty Life Committee, the university will be expanding the tuition benefit program to include qualified Comprehensive Transition Programs or CTP’s. The announcement will be in an upcoming edition of MyVU.

July 1 represents the transition of the Executive Committee. Senator Willis and Senator Price will become immediate Past Chairs. Senator O’Hara O’Connor and Senator Dewey will become the Chair and Vice Chair respectively. Senator Fleming and Senator Hopkins will take office as the Chair-elect and Vice Chair-elect. We will bid farewell to Senator Lim and Senator Johnson, who were recognized with a gift for their service.

The Executive Committee and Provost Wente were recognized for their outstanding leadership and unsurpassed level of communication this year.
There was a reception to follow in VUSN Room 160.

Adjournment

The meeting adjourned at 5:40 pm.
Vanderbilt University is dedicated to advancing knowledge and ideas, both of which may contain inherently value-laden components. In pursuit of this, Vanderbilt is committed to providing an environment for open inquiry and the vigorous exploration and free expression of ideas. Academic freedom for faculty extends from the university campus (e.g., classrooms, lecture halls, clubs, etc.) to outside its boundaries. As informed citizens and experts in their academic specialties who can speak with accuracy and authority, faculty are often encouraged to express ideas and opinions in the public domain. This activity, which is recognized as an important component of academic endeavor, occurs through a variety of venues not limited to formal publications. Vanderbilt encourages intellectual inquiry, discovery, and exchange of information, and, therefore, fully recognizes and protects freedom of exploration, thought, and expression for its faculty in all these activities.

Vanderbilt strives to promote a diverse community, and the views and ideas of its members will inevitably conflict. As an institution committed to the advancement of knowledge, and as a training ground for the intellectual, social, and ethical leaders of the future, the university is the arena where difficult conversations and seemingly heretical thoughts deserve exploration and protection. It is contrary to the principles of the university to limit the freedom of expression of individuals or to protect individuals from the messages of others which may be deemed disagreeable or possibly even offensive.

At the same time, the university deeply values inclusivity, civility, and mutual respect, and it is incumbent upon all members of the Vanderbilt community to engage in civil and respectful dialog and to resist discourse that aims to suppress the free expression of ideas. The university is and should be a forum in which faculty and students engage the spectrum of ideas in a civil and mutually respectful fashion, where faculty provide a role model for student engagement, and where students hone their abilities to think about and explore diverse perspectives. When an individual or group deems the ideas of others to be inimical to their own, the response cannot be to suppress or obstruct the speech of others but rather the response should be to engage in discussion, debate, and mutually respectful dialog. A core part of the university’s mission is to provide opportunities for intellectual exchanges to take place. Our responsibility as a community is to ensure that all members of the university community have freedom of expression.

Only in narrow circumstances should the university endeavor to limit freedom of expression. Speech that violates the law, such as libel, slander, harassment, or threats; that infringes on legally-protected privacy or confidentiality interests; that directly impedes university activities in a severe and/or pervasive manner; or that intentionally promotes hate of individuals or groups is not protected at Vanderbilt. Because the university is fully committed to the promotion and protection of the free expression and exchange of ideas, these rare exceptions should be understood and applied so as to support rather than undermine full and free expression.
Exhibit 1
Summary of Greek Life Task Force (TF) Recommendations and Greek Student Feedback

<table>
<thead>
<tr>
<th>TF recommendation 1</th>
<th>20-hour weekly maximum New Member Education Hours.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Greek student feedback</td>
<td>IFC New Member reform committee will create action steps for reducing time commitments as well as purposeful content for all new member programs. Office of Greek Life will work with chapter leaders and advisors to balance compliance with national organization requirements and time commitment.</td>
</tr>
<tr>
<td>TF recommendation 2</td>
<td>Hire an Area Coordinator through the Office of Housing and Residential Education responsible for the residents in all of the Greek chapter houses in addition to all of the undergraduate students in off campus housing. Hire 1-3 Graduate Resident Assistants to live on Greek Row and support the work of both the Greek row/off-campus Area Coordinator and the Director of Greek Life. Require all Greek chapter presidents to participate in training programs for resident assistants (RAs).</td>
</tr>
<tr>
<td>Greek student feedback</td>
<td>Require RA training for House Managers rather than chapter presidents. Enhance training for chapter standards board members for individual accountability. Hire additional Program Coordinator for the IFC in the Office of Greek Life.</td>
</tr>
<tr>
<td>TF recommendation 3</td>
<td>Include Faculty Fellows in the Greek Life Community.</td>
</tr>
<tr>
<td>Greek student feedback</td>
<td>Enhance faculty engagement opportunities through the Greek Member Experience (GME) program by 50% over the next 3 years.</td>
</tr>
<tr>
<td>TF recommendation 4</td>
<td>The Interfraternity Council developed and adopted the IFC Inclusivity Agreement in 2015. The Panhellenic Council and the NPHC should develop and endorse their own public declarations in support of full inclusivity.</td>
</tr>
<tr>
<td>Greek student feedback</td>
<td>Enhance and expand community-wide Greek Allies program. Enhance partnership with the Office of Intercultural Affairs and Cultural Competence Office.</td>
</tr>
<tr>
<td>TF recommendation 5</td>
<td>Effective in the 2019-2020 academic year, only third year and higher students should live in Greek Chapter Houses. Effective with the completion of the college Halls system, 100% of</td>
</tr>
</tbody>
</table>
Vanderbilt students should live in the college Halls communities and the Greek chapter Houses should become completely non-residential facilities, without exception.

**Greek student feedback**
Flexibility for special circumstances related to third year housing requirement. Explore possibility of the Greek houses being their own College Hall with a faculty director. Increase engagement with the Ingram Commons and first year experience.

**TF recommendation 6**
Meaningfully address the socio-economic status problem for Greek Life by 2025. Create *Affording Greek Life*, a before-you-start appraisal of the real costs associated with going Greek.

**Greek student feedback**
Comprehensive cost assessment to be shared with potential new members. Work with chapter advisors to monitor and adjust expenses as needed. Work with chapter leaders to establish greater fiscal responsibility and clarity. Launch a prioritized fundraising campaign for Experience Vanderbilt and/or a Greek-specific dues assistance program.

**TF recommendation 7**
Faculty Senate Student Life Committee should monitor recommendations.

**Greek student feedback**
Annual Greek Life updates to Faculty Senate standing committee on Student Life by Office of Greek Life staff and Greek student leaders in consultation with the Office of Equity, Diversity, and Inclusion.
Preamble to Final Report of Faculty Senate Greek Life Task Force
April 4, 2016

The recommendations contained in the Final Report of Faculty Senate Greek Life Task Force are intended to represent a framework for evolutionary change both in the culture of the Greek student community at Vanderbilt and in the relationships of that community to the independent students at Vanderbilt and to the faculty of the University.

The recommendations of the Task Force should be embraced in the spirit of adaptability and flexibility. The recommendations are based on fundamental philosophical principles about the University as currently understood and should be implemented within the parameters that recognize the dynamic and evolving nature of Vanderbilt. The Task Force recognizes that one size does not fit all leading, to the potential for unintended consequences to recommended changes; this emphasizes the critical importance of dynamic rather than static application of the recommendations.

The historical structure of the Greek organizations is diverse, which introduces challenges to making general recommendations regarding Greek life at Vanderbilt. For example, there are unique aspects of NPHC organizations that introduce the need for possible exceptions to some of the Task Force recommendations. One difference is the new member education process for NPHC organizations, which is not identical to the process for other Greek organizations. NPHC students, for example, might be asked by their nationals to attend a full-weekend, off-campus educational program. Attending such a program would require a participating NPHC student member to commit more than 20 hours in a single week to the new member education program, in violation of the proposed recommendation #1. The Task Force recognizes the importance of such activities for the individual student member and the NPHC chapters and encourages the Office of Greek Life to make reasonable exceptions to the general rule in circumstances such as this one.

The Task Force also wishes to emphasize that the recommendations in the Final Report are intended to both address current problems and to be forward-looking. While the Task Force is unable to predict the future, we all recognize that Vanderbilt University is not a culturally static entity. Virtually all aspects of the University change, sometimes on a timescale of a few years, other times on a time frame of a few decades. We know that Vanderbilt today is not the Vanderbilt of yesteryear and that Vanderbilt in 2050 will be different from Vanderbilt today. In the 1950s, Vanderbilt students and faculty were predominantly white, Christian and southern. Today, the Vanderbilt community is multicultural, multiracial, multiethnic, and international, though not as diverse in all these ways as it will be in 2025. Some changes are unpredictable but others, for example the transition to a complete residential college system for our undergraduate student community, are predictable. We should focus on general principles such as development of a residential college system while maintaining an approach to change that is responsive to our evolving culture.