

Committee:	Faculty Manual Committee (FMC)
Chair:	Myrna Wooders
EC Liaison:	Geoffrey Fleming

To be concerned with all changes and proposed changes to the Faculty Manual and changes in other University policies that have a direct bearing on the Faculty Manual. To be concerned with compliance and regulatory changes from federal/state agencies and other regulatory bodies that require revisions to the Manual. To be concerned with policy issues arising within the Colleges and Schools at Vanderbilt that require clarification of the Manual, especially where congruence between the Schools and University is concerned. To ensure that any changes to the Manual are clearly identified, communicated, and archived annually. [2015]

Item	Charges	Due Dates
1.	New: Update compliance standards in Faculty Manual with new reporting process.	April 2017
2.	Continue: Adopting changes based on VU and VUMC split, review and revise wording and update for VUMC changes. Update and correct all errors.	December 2016
3.	Continue: Readdress and modify Part IV following discussions from the May 2016 Faculty Senate meeting. (Part IV did not get through the meeting of May 9. It was remanded to committee. Involve the deans directly in soliciting feedback on Part IV as that is a big part of the manual for them in handling issues related to grievance and discipline. Laurie Benton, who Richard Willis wrote separately to thank, volunteered to help review Part IV for us. In particular, she thought each step should have a time limit placed on it.)	December 2016
4.	Continue: Email Privacy: Develop motions as necessary for recommendation to the Provost and to the Faculty Senate, to communicate results and procedures campus-wide, and to work with Faculty Manual committee as needed.	December 2016

5.	<p>New:</p> <p>Identify and review information related to diversity, equity and inclusion within the Faculty Manual.</p>	April 2017
6.	<p>New:</p> <p>Clarify the appeal process if you are turned down at the fourth year review. Why not?</p>	April 2017
7.	<p>New:</p> <p>Need to include reference to CTP (comprehensive transition programs) being included in the tuition reduction benefit for Vanderbilt faculty (which is all faculty, regardless of employer) and Vanderbilt staff. VUMC is a separate issue not covered by the Faculty Manual.</p>	April 2017
8.	<p>Continue:</p> <p>Faculty Manual, Part III, Chapter 3: 2012 changes to Faculty Manual that were not brought to the Senate. The goal was to consider the changes made to Part III, Chapter 3 that, as far as all records available to us show, were not brought to the Senate. The FMC brought some changes to the UCC for their feedback in September 2015. At this point, General Counsel and Vice Chancellor Audrey Anderson, as Chair of the UCC, has agreed to meetings between a subcommittee of the FMC consisting of four members of the FMC and four of the UCC (including VC Anderson). We have had two meetings and agreed that more clarity is needed. Hopefully, Part III, Chapter 3 will be revised and clarified during the coming academic year.</p>	December 2016
9.	<p>Continue:</p> <p>Collaborate with SPAF on revision of Chapter 1 of Part III of the Manual. SPAF revised this Chapter. The Faculty Manual Committee reviewed the revised version and proposed only very small changes.</p>	December 2016