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; Cliffe; 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.

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Voting Members absent: Bachman; Balser; Benbow; Brown; Cannon; Chang; Christman; Dewey; Fauchet; Geer; Green; Hasty; Johnson, J.; Koutsoukos; Martin; McCain; Miga; Neimat; Outlaw; Rohde; Rowe; Segovia; Slayton; Shay; Smrekar; Spottswood; Talbot; Townes; Wait; Wittig; Wright and Wright-Rios.

Ex Officio Members present: Anderson; Bandas; Beasley; Brady; Combs; Johnson; Kopstain; Lim; Lutz; McNamara; Raiford; Stalcup; Sweet; Wente and Zeppos.

Ex Officio Members absent: Cyrus; Fortune; Halls; Marnett; McNamara; Miller and Williams.

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.”

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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.

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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>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>1</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>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>
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<tr>
<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>
<td></td>
</tr>
<tr>
<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>
<td></td>
</tr>
<tr>
<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>
<td></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

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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](http://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