Faculty Life Committee
Vanderbilt University Senate
Report for Academic Year (2014-2015)
Chair: Mel Ziegler (College of Arts and Science)

Faculty Life Committee:

To be concerned with policies relating to wages and salaries, fringe benefits, management of investments, employment of non-academic personnel, buildings and grounds, space, campus communications, traffic, parking, food services, and campus security.

- **Chair: Mel Ziegler**
- **EC Liaison: Donald Brady**

Members:
- **Mark Cannon**
- **Robin Fountain**
- **Scott Guelcher**
- **Christopher Lind**
- **Holly McCammon**
- **Scott Pearson**
- **Claire Smrekar**
- **Stephanie Spottswood**

Charge (A) for 2014/15 :

Based on 2013-2014 FLC findings, develop recommendations regarding faculty retirement and Emeritus/Emerita status benefits.

(A) History and work done:

The Faculty Life Committee wishes to thank the 2013/14 FLC committee and chair Christopher Lind for the immense amount of research and data assembled for this year's committee to move forward. (see last year's report)

2014/15: Faculty Life Committee consulted with numerous people across campus regarding the feasibility of allowing non-emeritus/emerita faculty to have VUIT service, an ID card and library access.

The questions and concerns that arose were primarily centered in legal and cost issues.
The Committee attempted to address these concerns through a thorough group of meetings and consultations with the following persons:

- **Susan Wente** – Provost and Vice Chancellor of Academic Affairs

- **Ann Price** – Associate Dean for Alumni Affairs, VUSC/Vice Chancellor For Health Affairs/Dean, SOM

- **John Geer** – Vice Provost of Academic and Strategic Affairs

- **Susie Stalcup** - Vice Chancellor for Development and Alumni Relations

- **Steven Meranze** – Associate Dean for Faculty Affairs/SOM and Vice Chair of Faculty Affairs/SOM

- **John Lutz** - Vice Chancellor for VU Information Technology

- **John Penn** - School of Medicine Faculty Affairs Office

- **Audrey Anderson** – Vice Chancellor and General Counsel

- **Sean Scally** – General Counsel – Senior Associate Counsel (Telephone Discussion)

- **Timothy McNamara** – Vice Provost for Faculty and International Affairs

- **Joseph Combs** - Interim Dean, Jean and Alexander Heard Library

- **Mark Brown** – Manager, Commodore Card Office – Faculty ID

- **Andrew Berry** - Business Intelligence Analyst, Vanderbilt Institutional Research Group

- **Esfandiar Zafar** – Director, IT Leaders

- **Cost analysis:**

    - The cost to put this program into action would be minimal. Currently, as of this month, there are 90 non-emeritus/emerita faculty.
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- **VUIT usage:**

- The VUIT account, based on current usage by Emeritus/Emerita faculty, would be $3 per person per month. The total yearly cost at the current number is less than $3,300 per year. This number would vary accordingly with actual numbers.

- **Cost to the library:**

  "This would have minimal cost impact to the library and would actually be in line with our current policies."
  --Jody Combs, Interim Dean, Jean and Alexander Heard Library

- http://www.library.vanderbilt.edu/policies/accessuse.php

Legal Issues:

- "There are no legal prohibitions." And….

- "While providing retired faculty members with access to Vanderbilt email accounts would pose a very small measure of institutional risk, the Office of General Counsel and Department of Risk and Insurance Management are confident that any such risk can be easily managed and is well outweighed by the good will that will be generated by providing this benefit to our retired faculty."

  Audrey Anderson   Vice Chancellor and General Council

Current Emeritus/Emerita benefits:

- Issuance of a Vanderbilt University ID card
- Attendance at general meetings of the faculty of the school from which retired
- Attendance of meetings at the Faculty Assembly
- Service on University committees with permission…
- Office or laboratory space on an "as available" basis, as determined by the Dean…
- Access to the campus computer network as determined by the Director of ITS (VUIT)
- Listing in VU Directories
- Library access and borrowing privileges
- Eligible for Annual Flu Immunization vaccine with Vanderbilt ID
- Discount on purchases at the University bookstores

- Purchase of two football and basketball season tickets at half-price on a seat-availability basis
- Eligible for membership in the University Club and Credit Union
- Free parking permit
- Emeritus faculty and spouse may audit one course per semester without charge, with permission of the instructor
- Use of Benton Chapel for weddings for self and children
- Funerals in Benton Chapel for self and spouse

FLC's Recommended Benefits for non-emeritus/emerita status:

- Issuance of a Vanderbilt University ID card with the distinction of "Retired Faculty"
- Access to the campus computer network and a Vanderbilt email address as determined by the Director of VUIT
- Library borrowing privileges and access to library buildings during both regular and restricted hours.

The FLC initially presented the following motion on March 12, 2015. It was tabled at that time, primarily due to the late hour.

The motion was re-presented on April 2, 2015 with a friendly amendment that included an acceptable definition of the term "Retired Faculty". The motion passed: 42 - yes, 0 - no, 0 - abstention.

Motion #1

Whereas retired faculty in good standing at the time of retirement who are not granted emeritus/emerita status do not receive any continued benefits from the university.

The members of the Faculty Life Committee unanimously recommend that non-emeritus/emerita faculty who retire be designated the title of "Retired Faculty" defined as those who voluntarily end full time service to the university, are in good standing at the time of retirement, and have served for an extended period of time and contributed to the mission of the institution, and that those who are and remain in good standing shall receive the following continued benefits from the university:

1) Issuance of a Vanderbilt University identification card with the distinction of "Retired Faculty".

2) Access to the campus computer network and a Vanderbilt email address as determined by the Director of VUIT.

3) Library borrowing privileges and access to library buildings during both regular and restricted hours.

Be it resolved that the Faculty Senate support and endorse such actions be taken to adopt the above recommendations.

Rationale:

The committee believes the above motion and action would go a long way in immediately creating good will toward retired faculty who are, for the most part, cut off from Vanderbilt when they retire.

We believe this act of good will is the right thing to do for faculty who committed their time and careers to Vanderbilt.

It may be noted that retired, non-emeritus/emerita faculty who are treated well are more likely to make meaningful contributions to the Vanderbilt community

In continuing in the spirit of the first motion, the FLC believes the timing for an alumni faculty organization for Vanderbilt University is long overdue. An alumni association for retired faculty may further promote ongoing involvement of retired faculty in the Vanderbilt academic community. Such an association could potentially offer services to the University including mentorship, advising, and educational programs and fund-raising. Additionally, the Vanderbilt Office of Development and Alumni relations may be able to specifically utilize this group to help support its mission to the University.

Given this reasoning the FLC proposed the following second motion. A vote was taken April 2, 2015. The motion passed: 42 - yes, 0 - no, 0 - abstention

Motion #2

Whereas Vanderbilt retired faculty may desire to maintain a collegial relationship with the university.

Whereas an organization of retired faculty may foster mutually beneficial relationships between the university and its retired faculty.

The Faculty Life Committee recommends development of a retired faculty association, which would serve all retired faculty in a spirit of fellowship and loyalty.

Be it resolved that the Faculty Senate support and endorse such actions be taken to adopt the above recommendation.

FLC Charge (B) for 2014/15

Explore security measures regarding personal information including the use of outside personal vendors and whether a firewall for personal information can be created. Make recommendations regarding security measures.

(B) Work done:

The FLC met with the following people to discuss security issues regarding personal information on the Internet, particularly with outside vendors.

John Lutz - Vice-Chancellor for Information Technology, Vanderbilt IT
Kim Mallory – Executive Director, Vanderbilt IT – Business Operations and Transformation
Jason Reusch - Senior Director, Academic IT Service Delivery – Vanderbilt Information Technology
Esfandiar Zafar - Director, Vanderbilt Information Technology
Tony Grayson – Director, Disbursements, Travel and Payment Cards – Finance Administration
Sabrina Kronk – Program Manager, Travel and Payment Cards, -Disbursement Services

We concluded that there is very little the Senate could do or change to what looks like a very impenetrable system already in place. We were assured and the Committee concluded that all measures to protect and secure personal information are being taken. It appears that the biggest breach of security occurs when faculty get seduced by "phishing" techniques. Faculty could be made better aware of these situations by reading email information sent by VUIT regarding a change in one's security status (such as a change in password, etc.)

Added work:

FACULTY LIFE COMMITTEE MEETING 4/8/2015

"ABSOLUTE MANAGE" SOFTWARE QUESTION/ANSWER SESSION WITH GUESTS JOHN MCCAMMON (VUIT CUSTOMER RELATIONS MANAGER) AND KELLY MCGILL-BARRETT (VUIT RELATIONS MANAGER).

The meeting was called to address faculty concerns regarding the installation of "Absolute Manage" software on VU faculty Mac computers. Specifically:

> Issues with "rollout":
> > Mandatory installation
> > Installation without knowledge/consent of faculty
> > Lack of information about the nature/intent of the software
>
> Issues with the software itself:
> > Un-detectability
> > Resistance to removal
> > Capabilities (remote reading of files, remote use of cameras, remote erasure, remote password change, etc) that could constitute powerful "spyware" if misused.

John McCammon and Kelly McGill-Barrett, on behalf of VUIT, made the following presentation in response to committee questions:

> The software is intended allow VUIT to perform several important functions with relative efficiency. Examples would include: mapping printers, controlling access, wipe-clean in cases of lost/stolen devices (for example to maintain FERPA protocols), software patching etc. Similar software is being used for PC's.

> Rollout was poorly handled. Specifically:
> > Non-provision of information from VUIT led to incorrect assumptions from the faculty regarding the suite of capabilities actually purchased and the intended use thereof. For example, the computer camera use capability, while available, was not purchased. Installation should not have been described as mandatory.

> Safeguards to ensure compliance by VUIT personnel with established VU confidentiality policy were not in place at the time of rollout, and are still pending. These should be similar to the robust approval and documentation system that protects VU email, and should apply also to PC management software. However, VUIT probably cannot discontinue use of the software until the safeguards are in place because of its high degree of practical utility.

Questions to VUIT still pending at this time include:

> Have all faculty users of computers with installed Absolute Manage software been notified?

What Absolute Manage capabilities were actually purchased?
Is the software invisible to the user? If so, why is this necessary?

Conclusion:
Donald Brady indicated that he will bring the matter to the Senate Executive Committee for consultation with the Chancellor, Provost and VCHA.

Recommendations for next year's Faculty Life Committee:

1) **Continue to work on Faculty Life Committee's motions passed this year. In particular, to work with the administration and alumni faculty to create a working retired faculty association as well as provide suggested limited service to non-emeritus/emerita retired faculty.**

2) **Look further into the issue of Absolute Manage and other such spyware in use on faculty computers.**