

## Faculty Manual Committee Final Report for the 2015-2016 academic year.

This report will first note the members of the FMC and then respond to the various charges assigned to the FMC and provide some summary comments. But first, let us note the members of the FMC:

Myrna Wooders, Arts and Science, Chair

Geoffrey Fleming, School of Medicine

Duco Jansen, School of Engineering

Becky Keck, School of Nursing

Joseph Neimat, School of Medicine

Amanda Rose, Law School

Erin O'Hara, Law School

Margaret Tarpley, School of Medicine

Benigno Trigo, Arts and Science

Richard Willis, Owen Business School, Senate Executive Committee Representative

We note that Amanda Rose served for part of the academic year before a leave of absence and was replaced by Erin O'Hara. Joseph Neimat also served for only part of the year since he is leaving Vanderbilt.

1. **Reorganization.** The FMC worked with the Administration to revise Parts I, II, V, VI, VII, and VIII of the Faculty Manual. In addition to reviewing and, in some cases, re-writing aspects of the changes proposed by the administration, the FMC substantially revised parts of the Faculty Manual for clarity and readability. The FMC also proposed multiple changes to the Faculty Manual that were approved by the Faculty Senate and the Chancellor and Provost. These changes, in general, advanced the position of the Faculty Senate in its role in Governance. Overall carrying out the changes related to the reorganization was an enormous task carried out under time pressure all during most of the fall semester. Without the hard work of some of the members of the FMC, especially with regard to changes required for the School of Nursing and the Law School, the changes may not have met the objectives. Note that Parts III and IV are missing from the list. A great deal of work was done on these. Proposed changes to these parts have involved much interaction with administrators. While Part I, Chapter 5 on Amendments to the Faculty Manual allows the Senate to approve any changes that it wishes, these can be vetoed by the administration. Rather than unilaterally proceeding with proposed revisions, the FMC has tried to work in cooperation with the administration.
2. **Email Privacy.** The goal of this charge was to 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. Given time pressures of the Reorganization, this goal was not achieved.

3. **Grievances:** In brief, the goal of this section was to consider whether changes were required to address potential conflicts of interest in Part IV, Chapter 2, Part B which deals with grievances unrelated to reappointment, promotion, and tenure. Some small changes were made aimed towards ensuring that there would be no conflicts of interest on the part of both the grievant and the ad hoc Grievance Committee handling the grievance.
4. **OETF.** The changes to **OETF** approved by the Faculty Senate during the prior academic year were slightly modified in view of the reorganization and the revision was brought to the Senate and approved by the Senate, the Chancellor and the Provost.
5. **Correct errors in the faculty manual.** During the revision of the Faculty Manual a number of errors, in particular errors noted in #5 of the charges were corrected
6. **Collaborate with SPAF on revision of Chapter 1 of Part III of the Manual.** SPAF revised this Chapter. The FMC reviewed the revised version and proposed only very small changes.
7. **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.

As Chair of the FMC, some comments of my own are that, as stressed by the current Faculty Senate and also by the new Chair Elect, the Senate is important to all faculty and the Faculty Manual, protecting and informing the faculty, is a key document in faculty governance. While the Senate cannot unilaterally change the Faculty Manual, Part I, Chapter 5 gives the Senate the opportunity to express its views on any matters pertaining to the Faculty Manual and to convey, both to the Chancellor and the Board of Trust, its collective opinion. We, the faculty, have a voice and the power of the Senate lies in its voice. Moreover, voting in the Senate is now anonymous, giving Senators more freedom to express their views. There have been informal discussions about moving parts of the Manual outside the Manual. If this is done, the established procedures for the Senate to give voice to its viewpoint would be lost. This voice cannot be replaced by a few faculty members on various committees. It is crucial to governance of the university that the Senate, as the representative of the faculty, do not give away its rights to voice.

Respectfully submitted  
Myrna Wooders  
June 20, 2016.