

2015 Annual Report of The Faculty Manual Ad Hoc Committee

Of the Faculty Senate

Members:

Brian Heuser

Duco Jansen

Becky Keck

Amanda Rose

Margaret Tarpley (chair)

Myrna Wooders

Kevin Davis, ex officio

Also attending: Paul Lim, 2014-15 Senate chair, Richard Willis, Senate chair-elect for 2015-16, and Andrea Hewitt, Program Coordinator of the Faculty Senate Office

Charge: In 2014, the VU Faculty Senate leadership appointed an ad hoc committee to oversee a revision of the Faculty Manual.

Work Done: The committee has met monthly, beginning with a summer meeting in August and continuing during the 2014-2015 academic year with an additional half-day “retreat” on 29 April 2015. The manual has been divided up among the regular committee members for focused attention. For some sections we are also considering suggested edits produced in 2013 by the Office of the Vice Provost for Faculty. Some sections have been shared with knowledgeable stakeholders for input and edits. Our committee has also invited University colleagues with expertise to share with us their views on parts of the Manual.

Two motions were presented to the February 2015 Faculty Senate meeting for approval. The first requested that the Faculty Senate establish a standing committee for the Faculty Manual to take effect upon the completion of the initial work by the Ad Hoc Committee on the Faculty Manual. This new committee could become either a stand-alone committee or a subcommittee of either the existing Senate Affairs or Faculty Life Committees. The second motion requested approval for the revision of Part I, Chapter 5: Amendments to Faculty Manual. Both were approved unanimously and were sent to the Chancellor for final approval.

Suggestions for Next Year: The committee work is an on-going process with some added complexities arising related to the VUMC and Vanderbilt University reorganization. As the editing on sections of the Faculty Manual is completed, the committee will present those sections to the Faculty Senate for approval. The time frame for the committee was open ended and the work will continue into the 2015-2016 academic year.