Executive Committee: AY 15/16
Chair: Richard Willis, Professor of Accounting
Vice Chair: Ann Price, Assistant Professor of Medicine
Chair-Elect: Erin O’Hara O’Connor, Professor of Law
Vice Chair-Elect: Charlene Dewey, Associate Professor of Medicine
Immediate Past Chair: Paul Lim, Associate Professor of the History of Christianity
Immediate Past Vice Chair: Rolanda Johnson, Associate Professor of Nursing

The Executive Committee (EC) of Vanderbilt University’s Faculty Senate (FS) for Academic Year 15/16 files the following report-to-date of the EC’s activities for review by the Vanderbilt University Board of Trust:

Meetings of Interest:

- **8/13/15: New Senator Orientation**: This 90 minute session, led by Chair Willis was an important first step in orienting new faculty senators to the work of the Senate. Orientation sessions for new senators had not been conducted for at least two years previous. Detailed instructional materials are archived on the Senate Portal for reference and use by future Chairs.

- **8/20/15: Special Called Meeting of the Faculty Senate** to discuss the impending VU/VUMC reorganization. Prior to this meeting, the faculty (all schools) had the opportunity to submit questions to be addressed by Vice Chancellor for Health Affairs, Dr. Jeffrey Balser and Provost Susan Wente. This question solicitation occurred via a direct e-mail to all 3,700 VU faculty. Approximately 200 faculty members attended this session held in Light Hall.

- **8/27/15: Vanderbilt University Faculty Assembly**: Chair Willis presided and oriented the Assembly to the Faculty Senate’s areas of focus for AY 15/16 and to mechanisms to engage with the Senate. The Assembly included addresses by Dr. John Gore, Hertha Ramsey Cress University Professor of Radiology and Radiological Sciences and Director of the Vanderbilt University Institute for Imaging Sciences and by Chancellor Nicholas Zeppos.

- **9/10/15: Faculty Senate Meeting** (See EC Summary Report I below).

- **10/8/15: Faculty Senate Meeting** (See EC Summary Report II below).

- **10/30/15: Special Called Meeting of the Faculty Senate** to discuss the impending VU/VUMC reorganization. This meeting, at the request of faculty, occurred in Sarratt Cinema and was publicized extensively in advance in MyVU. As in the previous special called meeting, faculty were encouraged to provide questions to be addressed by Vice Chancellor for Health Affairs, Dr. Jeffrey Balser and Provost Susan Wente. The session was not well attended.
I. Faculty Senate Initiatives (reported at 9/10/15 and 10/8/15 FS meetings)

A. Chair Willis’s Executive Committee (EC) Report to the Faculty Senate

1. Graduate Education Study Group (GESG)
Chair Willis noted that the Senate continues to work on graduate education matters that were spearheaded by the Senate in previous years. The GESG was formed by Provost Wente last year with then Senate Chair Paul Lim. Four opens forums occurred. Forum purpose is to present the GESG’s executive summary across the campus, and to gain further input to inform the GESG’s final report (target date: mid-November 2015). [The link below provides the Provost’s announcement regarding investment in graduate education, the dates of the forums, and the GESG Executive Summary.]
http://news.vanderbilt.edu/2015/08/investments-in-graduate-education-announced/

2. Federal Regulatory Changes
The AY 14/15 Senate, under Chair Paul Lim, instituted faculty training as “responsible employees” under Title IX. The Violence Against Women Act (VAWA) was revised by the federal government effective July 1, 2015. Vice Chancellor Audrey Anderson updated the EC on the changes. Anita Jenious, Vanderbilt’s Title IX coordinator, will present the updates to VAWA to the Senate at a future meeting to apprise the Senate of Vanderbilt’s policy.

3. Greek Life Task Force
The Greek Life Task Force is in the process of concluding its work, and will broadly share its report when finalized. The task force has generated insightful data regarding student quality of life that is on point for the report.

4. Bike and Pedestrian Advisory Committee (BPAC)
The Senate is partnering with the University Staff Advisory Council (USAC) and the Medical Center Staff Advisory Council (MCSAC) on the BPAC. A pilot study to determine if covered bike parking (25th Ave. Garage) will be well utilized is contemplated and will inform the committee if additional covered parking in other campus garages should be entertained.

5. Campus Master Planning
The Senate is actively engaged with our campus partners. The EC invited all Senators to find detailed information about the campus master planning efforts on the Senate Portal.

6. Vanderbilt Child Initiatives
The Faculty Senate has been invited to select representatives to serve on the selection committee for Vanderbilt University’s next Director of Child and Family Center.

7. Faculty Manual Comment Period
The EC is appreciative of the review and suggested edits received during the posted Faculty Manual Comment period. The Senate’s Faculty Manual Committee, after consideration of these comments, will report to the Faculty Senate and present proposed revisions to the Faculty Manual.

8. University Travel
The EC announced the replacement of CTM travel agency by World Travel and advised that advantages to the faculty that a well-run managed travel service provides include:

- **Security.** Round the clock access to an agent to assist you in the event of travel disruption due to weather events, domestic or international terrorism, a family emergency, or other unforeseen events.
- **Duty of Care.** With international travel faculty get the added bonus of being automatically enrolled in the International SOS system as well as support for import-export control matters and assistance with visas.
- **Institutional Discounts.** Vanderbilt receives substantial institutional discounts as a result of volume purchases through a travel management company.
• **Tracking Trends.** Faculty leaders can request travel trends within department or area of leadership to identify best practices and cost savings. The Senate has partnered with University Staff Advisory Council (USAC), Medical Center Staff Advisory Council (MCSAC), and University Travel to survey traveler satisfaction with new travel agency. This partnership has been announced; traveler satisfaction survey has been designed; survey will launch in December 2015 and February 2016. Further updates will be announced through MyVU and Engage.

9. **Searches underway**
The EC reported that a number of campus searches are underway, all with strong faculty representation. All position descriptions and search committee compositions are provided on the Provost’s website. These searches include:

- **Associate Vice Chancellor and Chief Human Resources Officer** (recently filled as announced in MyVU on October 8)
- **Vice Provost for Research**
- **Dean of the Graduate School**
- **University Librarian**
- **Innovation Center Executive Director**

**B. Vice Chancellor Brett Sweet’s Presentation to the FS**
Brett Sweet, Vice Chancellor for Finance and Chief Financial Officer presented at the first official Senate meeting. VC Sweet addressed questions submitted by Senators. More than 10 follow up questions, after his presentation were received. All questions were handled as discussed in “Senate Portal update” (See EC Summary Report II below).

**C. Vice Chancellor David Williams’s Presentation to the FS**
David Williams II, Vice Chancellor for Athletics and University Affairs and Athletics Director addressed the Senate on October 8. In preparation, Senators were invited to submit questions for VC Williams. All questions were answered and handled as discussed in “Senate Portal update” (See EC Summary Report II below).

**D. Motions Addressed**
1. **Motion to re-order FS’s order of business**
   Motion passed. Scheduled remarks moved to end of FS’s monthly meeting agenda. This change ensures all Senate business is conducted before speakers address Senate.

2. **Motion to Revise Faculty Manual, Part I, Chapter 5**
   Motion passed. Faculty Manual revisions posted on FS Portal.

**II. Faculty Senate Meeting: 10/8/15**

**A. Chair Willis’ Executive Committee (EC) Report to the Faculty Senate**
1. **Senate Portal Update**
   The EC reported that all materials from the 9/10/15 FS meeting as well as a number of new documents that include follow-up questions to Brett Sweet’s presentation and Moody’s report entitled “Small College Closures Poised to Increase” are now posted. Chair Willis encouraged all Senators to spend time reviewing these important documents.

2. **Undergraduate Business Minor**
   Chair Willis reported that Vice Provost Cynthia Cyrus is leading an effort to explore offering a VU undergraduate business minor. She is reaching out to faculty across Vanderbilt for additional feedback and input. Senators were invited to contact Vice Provost Cyrus with questions and comments.
3. Gender Inclusivity Training and Awareness for Faculty
The Vanderbilt Student Government (VSG) approached the Senate EC to partner to
develop faculty training for gender inclusivity awareness. The EC is working with Chris
Purcell, Director of LGBTQI Life, Office of LGBTQI Life in The K. C. Potter Center. The EC
is also partnering with Dean of Students Mark Bandas and Vice Provost Cynthia Cyrus in this
initiative. First meeting occurred in late-October. Faculty responding to the Senate Volunteer
Bank indicating an interest in diversity and inclusion were contacted for engagement; all
replied affirmatively. Planning continues; initiatives to launch in spring 2016.

4. Spring Faculty Assembly March 31, 2016
The EC invited Senators to submit Faculty Assembly speaker nominations to Vice Chair Ann
Price by October 15, 2015. No nominations were received but the EC has identified several
promising speakers.

5. Faculty Senate Town Hall re: VU/VUMC Re-organization, October 30, 3-4:30pm,
Sarratt Cinema
Chair Willis noted that at the request of numerous faculty members, the Senate will host
another town hall on the VU/VUMC reorganization. Senators were invited to submit questions
for this meeting to Chair Willis by October 15, 2015.

6. Task Force on University Athletics, TFUA
Chair Willis announced that the TFUA is scheduled to begin work in January 2016. This
schedule will provide time to distribute educational materials to TFUA members and will allow
the Senate to provide more support after a number of Senate initiatives are completed in the
current semester.

7. Senate Volunteer Bank
The Senate Volunteer Bank (a database of faculty interested in serving on VU committees and
FS projects) has been launched and was profiled in MyVU. The Volunteer Bank is housed in
the Senate Portal. Senators were invited to log into the Portal to view this important new Senate
initiative. Approximately 10 faculty to-date have volunteered for inclusion in the Bank.

8. Engage, The Newsletter of the Faculty Senate
Chair Willis announced that the inaugural monthly issue was launched on October 7, 2015. The
distribution list includes all Vanderbilt faculty and the VU Board of Trust.

9. Motion regarding the Faculty Manual
Chair Willis announced the EC’s decision to postpone action on the Faculty Manual
Committee’s Motion to amend the Faculty Manual Parts I and II. The EC will reschedule this
motion for action at the FS’s November meeting. This change will allow for further study of
suggested revisions provided by Vice Provost for Faculty and International Affairs, Dr. Tim
McNamara and Vice Chancellor for Health Affairs, Dr. David Raiford. All changes
subsequently reviewed/approved with all parties; to be presented at Nov 5 FS meeting.

10. Doug Christiansen, Vice Provost for University Enrollment Affairs, Dean of
Admissions and Financial Aid to address the FS at the December 3, 2015 meeting.
Chair Willis invited Senators to submit questions to guide Vice Provost Christiansen’s
presentation to the FS. A formal survey soliciting questions was distributed; five questions
were received, all of which have been provided to Vice Provost Christiansen for his
consideration.

B. Vice Chancellor for Athletics and University Affairs and Athletics Director, David
William II, Presentation to the Faculty Senate
Vice Chancellor Williams made an address to the FS during the Senate’s Scheduled
Remarks portion of the agenda. Senator-solicited questions were all addressed and posted
to Senate Portal. Vice Chancellor Williams was recognized for the excellent six year graduation rates that were reported for VU Student-Athletes.

C. Motions Addressed

1. **Motion to revise Faculty Manual Part I (Chapters 1-4) and Part II**
   Motion postponed. EC referred back to Faculty Manual Committee. Will be addressed at Nov. meeting. Update: all Faculty Manual proposed revisions were approved by the Senate at its November 5th meeting and approved by the Provost and the Chancellor on November 6th.

2. **Motion to give FS approval to new Masters of Management Degree program**
   Motion endorsed by APS committee. Motion passed. FS’s endorsement for approval sent to Eric Johnson, Dean Vanderbilt University Owen School of Management via memo from Chair Willis on 10/8/2015.

3. **Motion re: Faculty Senate Survey Protocol**
   Motion brought to the FS by the Faculty Life Committee. Motion passed. Motion calls for a triennial faculty survey to be administered by the Faculty Life Committee and further calls on VU administration to provide necessary resources to administer the survey and analyze the results in accordance with Senate protocol. Motion was subsequently approved by Provost Wente and Chancellor Zeppos. The first faculty life survey is scheduled to launch in fall of 2016.