



FACULTY SENATE

Approved Minutes
September 21, 2015

Called to order 4:06 p.m.

Senators in Attendance: 54

Absent: Mares (Anthropology), Jones (BSAD), Heiss (CDAE), Mathieu-Bolh (Economics), Pinder (Engineering), Yoo (English), Feurzeig (ERT), Perry (Extension), TBD (Family Medicine), Ross (FPPC), Biley (Libraries), Teuscher (Medicine), Zenali (Pathology), Contompasis (Pediatrics), Wittpenn (Pediatrics), Lemos (Radiology), Wu (Rehab & Movement Science), Ricketts (RSENRR), Prue (SAC), Adams (Surgery), Modereger (Theater).

1. Approval of the Minutes. The minutes of May 14, 2015 were approved as written.

Motion: To accept the minutes as presented

By: Betsey Greene

Second: Teresa Ruiz

In Favor: All

Opposed: None

2. Presentation of Degrees.

- Honors College Scholar (5)
- College of Nursing & Health Sciences (5)
- Rubenstein School of Environment and Natural Resources (4)
- School of Business Administration (17)
- College of Education and Social Services
- Bachelor of Science (8)
- Fifth Year Certificate (1)
- College of Agriculture and Life Sciences (15)
- College of Engineering and Mathematical Sciences (7)
- College of Arts and Sciences
- Bachelor of Arts (66)
- Bachelor of Science (7)

Motion: To accept the degrees as presented

By: Betsy Greene

Second: Cathy Paris

In Favor: All Opposed: None

3. Senate President's Remarks-Jan Carney, Vice President.

Faculty Senate Vice President, Jan Carney welcomed everyone and reported that President Lisa Aultman-Hall is currently on medical leave for the fall semester. Dr. Carney will be fulfilling the duties of Faculty Senate President during Lisa's absence. Dr. Carney highlighted the theme of communication for the Faculty Senate this fall. The agenda for this meeting included a session called Faculty Senate 101 designed around the theme of communication, and how we can make sure that we, as Senators, are working together, understanding our roles, and making sure that our departments and colleges are aware of our work.

4. UVM President and Provost Remarks

President Sullivan provided a welcome and presented three agenda items: a) profile of the new class, b) good national news, and c) a new important committee

a) Profile of the new class – President Sullivan congratulated Stacy Kostell, VP Enrollment Management and her team for their remarkable achievement with regard to the freshman class. The profile of the class includes:

- Over 25,200 applications were received for the freshman class of 2,400 students.
- Total enrollment is 12,815. The undergraduate enrollment of 10,081 is 123 students greater than last fall. Total graduate enrollment is 1,842. There are close to 900 non-degree students.
- In the first year class, 80 % are non-Vermont residents, and 20% are from Vermont. The total undergraduate enrollment for Vermont students is 33-34%, which is roughly the range we normally have at UVM.
- UVM is right at a tipping point for ratio of male and female students. This year there ratio is 60% female students and 40% male students. In the honors college the ratio is 70% women and 30% men.
- There was a big spike in the number of transfer student applications and transfer students enrolled. There were 545 transfer applications, and a 96% increase in enrollment of transfer students over last year.
- Our strategic plan encouraged more international students. We have 739 international students on campus, which is an increase of about 187 over last year.

President Sullivan stated that selectivity for admission into the University is at its highest point with the SAT score and 7-8 points on the selectivity factor higher than 2-years ago. This is the best-prepared academic class in the history of the University.

b) National news – President Sullivan highlighted three recent national news reports that listed UVM as a top-value, high-access school.

- The University of Vermont did very well in the U.S. Department of Education's new College Scorecard. The Scorecard looks at three critical factors 1) the net price for attendance, 2) graduation rates and 3) salaries of students after graduation. UVM was the only college or university in the state of Vermont with an average cost for an in-state student that is below the

national average cost of attendance. At the same time, UVM boasts a higher than national average figure for graduation and after graduation salaries.

- A recent survey by the New York Times placed UVM 59th in the country with regard to efforts on economic diversity. The College Access Index is focused on lower income students, and specifically those that are Pell grant eligible. The survey also provided a ranking of schools in the lower to middle endowment range, where UVM was ranked 13th in the United States for the admission support and success of lower income students. This is a terrific mark for UVM, as approximately 30% of our VT students are first generation and Pell grant eligible. Across the undergraduate enrollment the number of Pell grant eligible students is about 20%.
 - Washington Monthly ranked UVM 15th among 402 colleges and universities in the Northeast on its “Best Bang for the Buck” list. Factors used included student loan default rate, graduation rate, graduation rate performance, percent Pell grant students, and the net price of attendance.
- c) Important new committee – President Sullivan highlighted a new university wide committee that will focus on the first year student experience. The key to student success, retention and timely graduation is academic, intellectual, cultural and social engagement during the first year. The committee will explore best practices, including high impact activities, early interventions, cohort expectations, common housing, programmatic learning, and other ways to provide connectedness as students move through their first year. Each college will have a representative on the committee, in addition to representative from departments whose jobs involve recruitment. The committee will take a very focused, determined look at the first year experience at UVM, and how to engage students in the academic, intellectual, cultural and appropriate social behavior to support UVM’s other top goal of a healthy and safe environment.

President Sullivan took a question from the floor regarding the number of universities and colleges that were evaluated in the College Scorecard. The College Scorecard was a huge undertaking and includes all of the degree-granting institutions in the United States.

Provost Rosowsky reported on emergent themes that came out of several retreats that took place across the university over the last four weeks. Academic excellence and student success was the preeminent theme in all of the retreats. There was also very substantive discussion around the following: sustainable budget with strategic investments; institutional efficiencies and effectiveness; serving Vermont and Vermonters; and commitment to UVM’s people – faculty, staff, and students.

Provost Rosowsky introduced Jim Vigoreaux, who is now serving as Associate Provost for Faculty Affairs. This represents a decision to separate out international programs and align them with the global gateways office. The Associate Provost for Faculty Affairs is now entirely dedicated to faculty affairs, including faculty

recruitment, mentoring, professional development, enabling faculty successes, and helping to recognize high performing faculty.

Provost Rosowsky spoke about the year ahead. One important part of the first year experience is academic advising, and the next step in the academic advising discussion that began last year is to address the gap in the advising mechanism for undeclared first year students. The goal for this year is to close that gap and have a successful continuum of undergraduate advising programs. Provost Rosowsky also highlighted two initiatives that will continue this year: 1) the university wide initiative in the environment, and 2) the work around innovation and entrepreneurship as an ecosystem that we are building between the University of Vermont and the City of Burlington.

5. **Jim Vigoreaux, Associate Provost for Faculty Affairs** acknowledged the quality of instructors and scholars that we have at UVM. He wants to capitalize on those qualities to elevate UVM to the next level of preeminence. During the next few weeks and months, Associate Provost Vigoreaux will engage in conversation with faculty to gain perspective on how faculty see their responsible for supporting each other, as colleagues, collaborators, department chairs, senators, or associate deans. He will be reaching out to faculty to work together to develop, support and celebrate the outstanding faculty at UVM.
6. **Stacey Kostell, VP of Enrollment Management** provided an update on the survey recently sent to UVM faculty. UVM has embarked on a positioning campaign to think about what our strengths are and how to better position UVM in the marketplace. Through an RFP process, UVM hired 160 over 90, a higher education marketing firm with experience and understanding of the importance of having a unique voice and unique communication in the system. The reason for this effort is not to change who UVM is, but to really look at how we continue to push academic excellence and student success, which means we grow our programs and get more money for campaigns, and improve our academic reputation. The first part of the process was an extensive questionnaire that provided information about our campus, a literature review, and four days of onsite visits that included 150 interviews with Deans, students, and faculty to enable the firm to get to know who we are. We are now in the quantitative research process with surveys out to faculty, staff, current students, alumni, and all of our prospective students from around the country who have said they have an interest in UVM. The firm has looked at what was learned from the surveys and is now testing to make sure who we told them we are is the public image. The result will be presented in a research report and creative brief. We hope to gain insight by audience to help us message with a consistent voice. The ultimate goal is improving our academic reputation, and bringing the best and brightest, and most diverse students to Vermont. It also helps with campaign contributions, bringing in great faculty, and research and grant writing.
7. **Rich Bundy, UVM Foundation** invited the faculty to participate in the upcoming events around the move from the quiet stage of the UVM Campaign to the public

stage. All faculty members received an invitation to attend a gift announcement in their school or college. The plan for the public launch of the campaign starts mid-day on Thursday, October 1st, and extends through Friday, October 2nd. During that time there will be fifteen separate gift announcements around the campus. Faculty are encouraged to attend the announcement in their college, as well as the Campus Announcement of the campaign at 3:00 p.m. in the Olin Atrium of the Davis Center. At that event the President will announce the goal of the campaign and within that goal, the funding priorities that were established through the grassroots efforts several years ago when the campus community was asked to identify what the priorities for the campaign should be. President Sullivan will also share for the first time how much we have raised toward the goal. This campaign is an eight-year effort that started in 2011 and culminates in June 2019, so we have just passed the halfway mark with a lot of work still in front of us. This launch event is not the finish line, but the starting line of the campaign. Engagement of the entire campus community is important for the success of the campaign. At the May Board of Trustees meeting, Trustee Chair Deborah McAneny made a challenge to the campus community for the leadership groups to participate in the campaign. Thanks to the leadership of the Faculty Senate, Chair McAneny will be able to report 100% participation from faculty senate.

8. **Faculty Senate 101**

Senate Vice President Jan Carney introduced the session, Faculty Senate 101, designed to provide a review for experienced Senators, and orientation for those that are new. Dr. Carney reviewed the mission and function of the Faculty Senate as outlined in the constitution and bylaws. Several slides were presented to highlight sections of the Faculty Senate bylaws, included the preamble, which states that the “authority in matters related to the academic mission of the University is vested in the faculty by the Board of Trustees”. The authority is exercised by elected senators, presided over by a President and Vice-President, follows a town-meeting format, and is overseen by an Executive Council. Dr. Carney encouraged Senators to read all 15-pages of the Faculty Senate Constitution and Bylaws, which are available on the Faculty Senate website at

<http://www.uvm.edu/~facsen/RFaculty%20Senate%20Constitution%20and%20Bylaws%2004-09-15.pdf>

The Faculty Senate is empowered to: 1) review and establish policy and 2) review, recommend and participate in the formulation of policy. Review and establish policy is in the following matters:

- Academic freedom
- All curricular matters
- Research and scholarship
- Admissions standards and prerequisites
- Requirements for regular certificates and degrees
- Regulations regarding attendance, examinations, grading, scholastic standing, and honors
- Teaching quality

- Professional standards and criteria for positions accorded academic rank.
- Other academic matters referred to it

Review, recommend and participate in the formulation of policy is in the following areas:

- Institutional priorities
- The allocation and utilization of the University's human, fiscal, and physical resources.
- Academic organization, including the establishment or elimination of colleges and departments and the reorganization of the general university and college academic structure.
- Faculty appointment, promotion, tenure, dismissal, leaves, and economic benefits. Admission procedures and quotas.
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- Student financial aid.
- The library, the academic computing center, the Center for Teaching and Learning... the university store, the museum, supporting services, etc., as they affect scholarly activities and research.
- Administrative procedures and organizational structure.
- The appointment and promotion of academic and policy-level administrative officers including all those at the budget management level whose functions are university wide.
- The regulations concerning, and the awarding of, honorary degrees.
- The distribution of unrestricted funds made available to the University for discretionary allocation in support of research or scholarly work.

The bylaws outline the duties of the Executive Council, which provides broad oversight, sets agendas for the Faculty Senate meetings, and monitors activities and helps to set priorities. Membership eligibility and expectations are also outlined in the bylaws. Much of the work of the Faculty Senate is done through committees. There are six Standing Committees, whose charges are outlined in the bylaws.

Chris Burns, chair of the Research, Scholarship and Creative Arts Committee, and University Archivist provided an overview of the History and Accomplishments of the Faculty Senate. The history provided by Chris was drawn from a great chapter “The Faculty Role in University Governance” written by Beal B. Hyde, in UVM’s Bicentennial History, as well as an email written by David Dummit to the Faculty Senate Executive Council last year in regards to a question about the history of the Faculty Senate. Chris provided a sense of the history, and what the Faculty body can accomplish, how our role in the governing structures has changed over time, and how many of the existential questions of the role of faculty in university governance have continuously been revisited over time. Some have improved as we have found ways to engage, and some have gotten more difficult as the modern university becomes increasingly more complex.

A brief history as presented by Chris Burns: Faculty meetings date back to at least as far as 1827. James March was President at the time and there were four other faculty members. They met and discussed all matters relating to students at UVM, including grades, discipline as well as what time breakfast was going to be, evening prayers, university calendar, admissions, and what collections were going to be in the library. Faculty committees came into existence before the Senate itself in the late 19th century when Mathew Buckham was President of the University. Four committees were established to address the issues of various departments. The four earliest departments at UVM were Agriculture, Arts & Sciences, Engineering and the College of Medicine. By the time Buckham ended his tenure as President in 1910, the committee structure had expanded to twelve committees. In 1911, President Guy Benton established the first University Senate at UVM, which wasn't necessarily a body of the faculty, it was established by the President and presided over by the President. The faculty played a role, but not a large role in the governance of the University. The number of committees grew to 20 by 1940. During the 1940's the Senate got into more substantive issues outside of curricular affairs. Starting in 1942 with the formation of the policy committee. This was a major change, bringing faculty more into the loop on policy, personnel and budget matters. The first major action of the Policy Committee was to submit a plan on retirement and pensions to the Board of Trustees, which was adopted in 1943. The senate committee structure was reduced at this point, shrinking down to twelve, and the membership became almost entirely faculty, where previously five committees contained no faculty members. All committees had faculty, and only three had staff and administrative personnel represented at this point. Based on the work of the AAUP nationally, the Senate in 1943 enacted its first policy on Academic Freedom and Tenure. This policy was put to the test in 1953 with the case of Alexander Novikoff from the College of Medicine who was called to testify in the U.S. Senate about alleged ties to the Communist Party. He refused to testify and a number of reviews of his status at UVM came through a joint faculty-trustee committee voted to retain Professor Novikoff, but ultimately he was dismissed from the University. In reaction to that in 1954, the Senate created a procedure for termination with cause, which was included in the first faculty handbook in 1954. It wasn't until 1966 that the Senate had bylaws that defined membership, specified committee structure and established town meeting style format for Senate meetings, which meant that the meetings were open to all faculty members of the University and all faculty could vote. The University was changing pretty significantly from 1960-1970. Enrollment of undergraduate students increased from about 3,500 students to about 6,000 students, and more faculty, support staff and professional administrators. The Senate changed the bylaws in 1970, removing the University President as chair of the Senate. William White was the first elected chair in 1970. The formation of the modern day Faculty Senate began in 1972. The Policy Committee was split into the Academic Policy Committee, the Financial Policy Committee and Administrative Policy Committee. The Administrative Policy Committee didn't last, and only survived until 1977 when it was split into Faculty Affairs and Academic Affairs, which although today have different names, remain the main substantive bodies of the Faculty Senate. In addition to organizational change during this period, the Senate also developed new language to regulate dismissal of faculty under conditions of financial stringency, proposed a faculty ombudsman and grievance procedure and advocated for

the addition of non-voting members of the faculty committees of the Board of Trustees. Hide, in his chapter in the UVM Bicentennial History, described the role the Faculty Senate often plays in his description of the grievance system, “A faculty initiative carefully thought out by an ad hoc committee, ironed out with the administration, and made legally binding in the officer’s handbook. As a Faculty Senate body, we may not always have the ability to act alone, but we do have the ability to act and to lead new initiatives”. With the advent of the union in 2001, there was a major restructuring and change. Faculty Senate President Jean Richardson tasked David Dummit with directing a representative Faculty Senate structure. That was approved by the Board of Trustees in 2002, and is the structure that we have today.

A few highlights of the accomplishments of the Faculty Senate:

- 2005-2006 – The University-wide diversity requirement
- 2006-2007 - The establishment of the Matrix Center concept, and posthumous degree policy
- 2007-2008 - The establishment of the University Manual and Non-Unionized Faculty Handbook replaced the old Officer’s Handbook. A major revision of the Green Sheets format. The faculty mentoring program was revised and given new life.
- 2008 – Present – Several initiatives around the General Education requirement, including Foundational Writing Pilot Program, Writing in the Disciplines Requirement, Sustainability Learning Outcomes, Sustainability Requirement, and major revisions to the Academic Calendar.

Standing Committees – the chairs of the six standing committees presented their mission, membership and a few words about their committees. The mission and membership lists are available on the Faculty Senate website.

Curricular Affairs – Cathy Paris, Chair

The CAC mission and membership list are available on the Faculty Senate website: <http://www.uvm.edu/~facsen/?Page=template5.html>

Cathy Paris highlighted the responsibilities of the CAC, including proposal review for new programs, or changes to existing programs. The CAC also works in partnership with the Provost’s office to carry out University-wide academic program review. Membership includes at least two representative of each of UVM’s schools and colleges, including Libraries and Extension. The College of Medicine and The College of Arts & Science have four members each because of the size of those units.

Cathy highlighted the process by which proposals for new academic programs are reviewed. The process, timeline and critical dates are available on the Faculty Senate website.

<http://www.uvm.edu/~facsen/PolicyandProgramProposalReviewProcessSPRING2016.pdf>

Financial & Physical Planning –Andrew Barnaby, Co-Chair

The FPPC mission and membership list are available on the Faculty Senate website: <http://www.uvm.edu/~facsen/?Page=template1.html>

Andrew Barnaby made a distinction between committees that have very explicitly stated authority, such as the Curricular Affairs Committee, and committees such as the FPPC, which operates with more of an advisory, review, or consultant model. Because the role isn't clearly defined, the FPPC is often informed about, but not involved in advising planning for events such as the bus schedule during the current construction. Professor Barnaby posed the question, "Can it (the FPPC) act more efficiently and productively than it is currently set up to do."

Educational & Research Technologies – Jan Carney provided an overview of the ERTC for David Feurzeig, Acting Chair, who was not in attendance. There is, through the membership, a close connection to the other standing committees. The ERTC mission and membership list are available on the Faculty Senate website:

<http://www.uvm.edu/~facsen/?Page=template6.html>.

Professional Standards – Jan Carney presented an update provided by Robert Rodgers, Chair, who was unable to attend the meeting due to his teaching schedule. This fall, the PSC will be looking at all sabbatical applications. In the spring, the PSC is very involved in reappointment, promotion and tenure. Also through this year, they will be involved in a campus-wide conversation about criteria for sabbaticals.

The PSC mission and membership list are available on the Faculty Senate website: <http://www.uvm.edu/~facsen/?Page=template2.html>

Research, Scholarship & The Creative Arts – Chris Burns, Chair described one unique element of the RSCA membership, which is the creative arts representation. One member from Arts and Sciences comes specifically from the creative arts disciplines. The RSCA has two set tasks: 1) review of the Burack lectures, and 2) University Distinguished Professors program. Issues for the rest of the RSCA agenda can be brought committee by the faculty, or the administration. Chris Burns highlighted three things that the RSCA will be working on this year: 1) working with the Provost's office to provide faculty perspective on the scholarly metrics and productivity impacts compiled last year. 2) exploring opportunities to recognize scholarship around campus, and 3) exploring options for data management on campus to have a process for making research data available for the long term.

The RSCA mission and membership list are available on the Faculty Senate website:

<http://www.uvm.edu/~facsen/?Page=template3.html>

Student Affairs – Thomas Chittenden, Co-Chair discussed the tasks that the SAC is planning to look at this year. The first thing on the SAC agenda is improving and implementing a faculty and staff advising award for undergraduate advising. The SAC is also assessing the feasibility of a banner-integrated course

survey to collect student experience data, specifically around retention, not around RPT. The SAC liaisons with the Student Government Association, and is exploring a structured peer advising model developed by the SGA leadership. In addition, the SAC welcomes requests to have the committee look into new issues. A recent new issue the SAC is exploring is off campus address on-going recording maintenance through portal prompts to have a clearer picture of where the students are living in their junior and senior years. Other new issues include exploring co-curricular transcripts, and mapping activities of the SAC to it's scope and mission.

The SAC mission and membership list are available on the Faculty Senate website:

<http://www.uvm.edu/~facsen/?Page=template4.html>

Discussion – What is a Senator Expected to Do?

Jan Carney introduced the final segment of the Faculty Senate 101 session as starting a conversation. Andrew Barnaby assisted in leading the discussion topics. The discussion included:

What is a Faculty Senator expected to do?

- It is important for Senators to see themselves as liaison between the Senate and their individual unit, and to keep communication flowing in both directions.

What are “best practices” or successful approaches to communicating with your College/Department?

- Senators actively pass-on the information received at Faculty Senate or committee meetings in several ways, including: talking at scheduled department or college faculty meetings; creating a summary email; forwarding minutes or links to minutes; or one-on-one discussions
- Communication to the Senate from the college or department level can be brought to the Senate Executive Council members. The Executive Council meets once a month with the President and Provost, so it is important for faculty to bring issues to their Senate representatives and for the Senators to pass the information on to the Executive Council members.
- Each unit will have it's own communication challenges, and Senators may need to set up a mechanism to communicate with the faculty in their unit.

Ryan Beckage, from Plant Biology asked a question from the floor: Would the University be better served if the FPPC had more active role? Andrew Barnaby responded that he is not sure what that would mean. The FPPC has a charge, but it is not clear what the committee would do, so he would be open to suggestions.

What would you like to have the Faculty Senate work on this year?

- A concern was expressed about how to effectively guard against another unit teaching something very similar to something you already teach?

- There is a joint committee between the Faculty Senate and the Provost's Office, called the Strategic Curriculum Oversight Committee, which will be working on that issue.
- As we move to a new budget model, it is important to have data not speculation on impacts. It would be valuable to capture and be attentive to changes. Senators should report any early warning signs to the Executive Council so that they can be addressed.

Senators can contact Laurie Eddy in the Faculty Senate office if you have anything to share with the Faculty Senate.

9. New Business. There was no new business at this time.

10. Adjourn

A motion to Adjourn was made by Betsy Greene

Second – Thomas Chittenden

The meeting was adjourned at 5:32 p.m.



The
UNIVERSITY
of **VERMONT**

FACULTY SENATE

MEMO

TO: Faculty Senate

FROM: Lisa Aultman-Hall
President, Faculty Senate

DATE: September 15, 2015

Dear Faculty Senate Colleagues:

Many of you are already aware that I am on medical leave from UVM due to a flare-up of injuries from my bicycle crash in August 2014. Jan Carney is Faculty Senate Vice-President and will be performing my duties for all or part of the fall semester. She and I are in regular communication while I am on leave. We will have more timeline information mid-October. My thanks for your well wishes. And my thanks to everyone on the UVM team who is picking up pieces of my job duties for the short term.

Sincerely,

Lisa Aultman-Hall

Faculty Senate 101

Faculty Senate 101

- ▶ Mission and Function - Jan Carney
- ▶ History & Accomplishments - Chris Burns
- ▶ Standing Committees
 - ▶ Curricular Affairs - Cathy Paris
 - ▶ Educational & Research Technologies - Dave Feurzeig
 - ▶ Financial & Physical Planning - Don Ross or Andrew Barnaby
 - ▶ Professional Standards - Robert Rodgers
 - ▶ Research, Scholarship & The Creative Arts - Chris Burns
 - ▶ Student Affairs - Jennifer Prue or Thomas Chittenden
- ▶ Discussion - What is a senator expected to do?
 - ▶ Andrew Barnaby and Jan Carney

Mission & Function of the Faculty Senate

Constitution and Bylaws - Preamble

- ▶ The administration and the Faculty Senate of the University of Vermont share responsibility for the effective management of the academic affairs of the University.
- ▶ **Authority in matters related to the academic mission of the University is vested in the faculty by the Board of Trustees.**
- ▶ This authority is exercised in the Faculty Senate by elected senators with voting privileges and by committees authorized to act on their behalf.
- ▶ Meetings of the Faculty Senate are presided over by a President and Vice-President and follow a town-meeting format at which all University faculty members have a voice.
- ▶ The activities of the Senate are overseen by an Executive Council.

Mission & Function of the Faculty Senate

Constitution and Bylaws

- ▶ Authority: Under the authority of the Board of Trustees, the UVM Faculty Senate is empowered to:
 - ▶ 1.1 To review and establish policy
 - ▶ 1.2 To review, to recommend, and to participate in the formulation of policy
- ▶ <http://www.uvm.edu/~facsen/RFaculty%20Senate%20Constitution%20and%20Bylaws%2004-09-15.pdf>

1.1 To review and establish policy with respect to the following matters:

- a. Academic freedom
- b. All curricular matters
- c. Research and scholarship
- d. Admissions standards and prerequisites
- e. Requirements for regular certificates and degrees
- f. Regulations regarding attendance, examinations, grading, scholastic standing, and honors
- g. Teaching quality
- h. Professional standards and criteria for positions accorded academic rank.
- i. Other academic matters referred to it

1.2 To review, to recommend, and to participate in the formulation of policy

- ▶ a. Institutional priorities
- ▶ b. The allocation and utilization of the University's human, fiscal, and physical resources.
- ▶ c. Academic organization, including the establishment or elimination of colleges and departments and the reorganization of the general university and college academic structure.
- ▶ d. Faculty appointment, promotion, tenure, dismissal, leaves, and economic benefits. Admission procedures and quotas.
- ▶ e. Admission procedures and quotas.
- ▶ f. Student financial aid.

1.2 To review, to recommend, and to participate in the formulation of policy

- ▶ g. The library, the academic computing center, the Center for Teaching and Learning... the university store, the museum, supporting services, etc., as they affect scholarly activities and research.
- ▶ h. Administrative procedures and organizational structure.
- ▶ i. The appointment and promotion of academic and policy-level administrative officers including all those at the budget management level whose functions are university wide.
- ▶ j. The regulations concerning, and the awarding of, honorary degrees.
- ▶ k. The distribution of unrestricted funds made available to the University for discretionary allocation in support of research or scholarly work.

Many Other Duties:

- ▶ 1.3-1.8
- ▶ 1.6 To provide the means by which any matters of interest to the faculty or pertaining to the University and its purposes may be discussed and acted upon.
- ▶ Standing Committees
- ▶ Executive Council
- ▶ Faculty Representation to the UVM Board of Trustees

Faculty Senate Membership

- ▶ Elected Senators
- ▶ President
- ▶ Vice-President
- ▶ Elected members of the Senate Standing Committees

- ▶ Voting membership: Elected Senators, Chairs of Standing Committees (whether or not they are elected senators), Senate President (in case of a tie vote).

Executive Council - Duties

- ▶ Oversight of Faculty Senate Authority
- ▶ Set agendas for Faculty Senate Meetings
- ▶ Monitor Senate committee activities, establish priorities as needed
- ▶ Receive and direct requests from the Administration, faculty, student bodies, etc.
- ▶ Consider budgetary implication for University policies and make appropriate recommendations to the Faculty Senate and the administration
- ▶ Arrange for (at least annual) presentation to the Faculty Senate on the University financial situation
- ▶ Liaison between Faculty Senate and Faculty Union
- ▶ Periodic and regular review of Faculty Handbook in areas of jurisdiction; make recommendations

Standing Committees & Executive Council

- ▶ Curricular Affairs Committee
- ▶ Professional Standards Committee
- ▶ Student Affairs Committee
- ▶ Research, Scholarship & The Creative Arts
- ▶ Financial and Physical Planning Committee
- ▶ Educational and Research Technologies Committee

- ▶ Subcommittees, Ad Hoc Committees, Joint Committees
- ▶ Executive Council: President, President-Elect, Immediate Past President, Vice-President; Chairs of 6 Standing Committees, 4 elected members-at-large (from among the Elected Senators).

Curricular Affairs Committee

Chair: Cathy Paris

CAC Members

- ▶ Laura Almstead, CALS
- ▶ Steve Budington, CAS
- ▶ Eileen Cichoskikelly, COM
- ▶ Selene Colburn, LIB
- ▶ Rosemary Dale, CNHS
- ▶ J Dickinson, CAS
- ▶ Stephen Everse, COM
- ▶ Garth Garrison, COM
- ▶ Ann Hazelrigg, EXT
- ▶ Alyssa Johnson, SGA
- ▶ Sue Kasser, CNHS
- ▶ Robert Manning, RSENR
- ▶ Dave Massell, CAS
- ▶ Lori Meyer, CESS
- ▶ Erik Monsen, BSAD
- ▶ Aaron Nichols, LIB
- ▶ Donna Rizzo, CEMS
- ▶ Ellen Rowe, EXT
- ▶ Mary Sisock, RSNER
- ▶ Robert Snapp, CEMS
- ▶ Jennifer Strickler, CAS
- ▶ Amy Tomas, BSAD
- ▶ Jackie Weinstock, CESS
- ▶ Christina Wojewoda, COM

CAC - Responsibilities

- ▶ matters related to undergraduate and graduate educational policy
- ▶ long-range academic planning.
- ▶ review proposals to initiate, alter, or terminate programs from the Schools and Colleges,
- ▶ make recommendations to the Provost pursuant to the policies and procedures for such review adopted by the Faculty Senate,
- ▶ report those recommendations to the Executive Council and to the Faculty Senate.

UVM Process for the Development and Review of New Program & Policy Proposals

Prior to receipt by the Curricular Affairs Committee of the Faculty Senate:

- Faculty proposal development;
- Departmental/Program Curriculum Committee and Chair or Director approval;
- College/School Curriculum Committee and Dean approval;
- (Graduate Programs) Graduate Executive Committee and Graduate College Dean approval. The Graduate College Executive Committee meets twice per month;
- Provost review and transmission to the Faculty Senate;
- Following the approval by the Curricular Affairs Committee, the proposal is sent to the Faculty Senate Executive Council for approval for placement on the Senate agenda.

Critical Dates in the New Program & Policy Review Process Fall 2015

| Curricular Affairs Subcommittee Assignment | Curricular Affairs Committee Meeting | Senate Executive Council Agenda Set | Senate Executive Council Meeting | Faculty Senate Meeting | Board of Trustees Meeting |
|--|--------------------------------------|-------------------------------------|----------------------------------|------------------------|---------------------------|
| September 3 | October 1 | October 19 | October 26 | November 9 | February 4 |
| October 1 | November 5 | November 9 | November 16 | December 7 | February 4 |
| November 5 | December 3 | December 7 | December 14 | January 11 | February 4 |
| December 3 | January 7 | January 19 | January 25 | February 8 | May 20 |

* These dates are irregular to reflect UVM holidays

** Due to Board of Trustees deadlines

Important notes on final approval & operationalizing new policies and programs:

- Proposals that have been approved by the Senate then go through the Vice President of Executive Operations to the President and Provost. They will have 30 days to respond.
- Edits to the next academic year's Catalogue are due on or about March 30th of each year. Proposals that are approved by the Faculty Senate and or/Board of Trustees after March 30th, and are intended to be effective the next academic year, may be included in the Catalogue addendum. The addendum will be posted on or about June 30th of each year. It is the responsibility of the academic unit to contract the Assistant Provost in advance of the June 30th deadline to discuss items for inclusion in the addendum.

Financial & Physical Planning Committee

Co-Chairs: Andrew Barnaby & Don Ross

FPPC Members

- ▶ Steven Ades, MED
- ▶ Doug Fletcher, CEMS
- ▶ Laura Gewissler, LIB
- ▶ Jane Knodell, CAS
- ▶ Jarlath O'Neil-Dunne, RSEN
- ▶ Joanne Pencak, BSAD
- ▶ Susan Ryan, CESS
- ▶ Julie Smith, EXT
- ▶ Larry Stark, SGA
- ▶ Jason Stumpff, MED
- ▶ Ge Wu, CNHS

FPPC - Responsibilities

- ▶ matters relating to planning and use of the institution's physical resources
- ▶ matters related to the formulation of the University budget with the exception of items subject to collective bargaining.
- ▶ assist in the formulation of the University budget so that the Bylaws reflect the instructional, intellectual, and service priorities of the institution.
- ▶ inform the administration of educational priorities and needs and see that these are considered in all planning.
- ▶ seek advice from the various academic units relative to planning for physical facilities, environmental resources, and the allocation of space,
- ▶ make recommendations to assure effective and responsible use of resources.
- ▶ maintain close liaison with all appropriate subcommittees of the Board of Trustees as well as all appropriate administrative offices and committees in its areas of responsibility.

Educational & Research Technologies

Chair: Larry Kost

Acting Chair: David Feurzeig

ERTC Members

- ▶ Hung Do, BSAD
- ▶ Mark Fung, MED
- ▶ Sally Huber, MED
- ▶ Randy Kelley, CNHS
- ▶ Marc Law, CAS
- ▶ Omar Oyarzabal, EXT
- ▶ Donna O'Malley, LIB
- ▶ Kevin Richmond, CESS
- ▶ Mark Starrett, CALS
- ▶ Lini Wollenberg, RSENR

ERTC - Responsibilities

- ▶ matters related to the development and implementation of educational and research technologies at the University that guide acquisition of information literacy by students and faculty.
- ▶ review and recommend policies and procedures relating to the planning, introduction, and use of campus-wide technologies, including computers, communications, electronic data handling, and instructional media.
- ▶ inform the administration of educational and research priorities and needs related to information literacy and see that these are considered in all planning.
- ▶ maintain close liaison with the CAC, FPPC, SAC, RSCA, and Graduate Education Committee. Each of these committees shall appoint one of their elected members to serve as a voting member on the ERTC
- ▶ maintain close liaison with appropriate administrative offices in its areas of responsibility and with the Facilities and Technologies Committee of the Board of Trustees.

Professional Standards Committee

Chair: Robert Rodgers

PSC Members

- ▶ Suzanne Ames, COM
- ▶ Daisy Benson, LIB
- ▶ Carolyn Bonifield, BSAD
- ▶ Sid Bosworth, EXT
- ▶ Chip Cole, CEMS
- ▶ Michael Giangreco, CESS
- ▶ Bill Keeton, RSENR
- ▶ Keith Mintz, COM
- ▶ Bob Parsons, CALS
- ▶ Sondra Solomon, CAS
- ▶ Ge Wu, CNHS

PSC - Responsibilities

- ▶ matters related to faculty professional standards and welfare
- ▶ advisory to the Provost on confidential personnel matters related to faculty reappointment, promotion, and tenure, as well as on the awarding of sabbatical leaves.
- ▶ No member of the Professional Standards Committee shall be serving concurrently on the standards committee of his/her college or other unit.

Research, Scholarship & The Creative Arts Committee

Chair: Chris Burns

RSCA Members

- ▶ Dan Baker, CALS
- ▶ Kevin Chiang, BSAD
- ▶ Sharon Henry, CNHS
- ▶ Daniel Hudson, EXT
- ▶ Tammy Kolbe, CESS
- ▶ Beth Kirkpatrick, MED
- ▶ Jeffery Marshall, CEMS
- ▶ David Neiweem, CAS
- ▶ George Osol, MED
- ▶ Alice Schermerhorn, CAS
- ▶ Brian Voigt, RSENR
- ▶ Rory Waterman, CAS

RSCA - Responsibilities

- ▶ matters relating to research activities, scholarly work and the creative arts, including graduate and undergraduate education.
- ▶ review, recommend, and participate in the formulation of policy with respect to resources related to RSCA including physical facilities, allocation of space, library resources, graduate and undergraduate RSCA programs;
- ▶ make recommendations to assure effective use of these resources.
- ▶ serve as liaison between the Senate and the administration on: the broad role of the University in advancing knowledge and communication through rsca; external and internal support for encouraging rsca, including graduate and undergraduate participation; intellectual property and technology transfer; and ethical issues and issues affecting the academic environment as these arise in pursuit of research, scholarship or creative arts.
- ▶ consult frequently with other University and collegiate committees that are charged to initiate, maintain, and monitor institutional support programs for research, scholarship, and creative arts, as well as maintain close liaison with appropriate administrative offices in its areas of responsibility.

Student Affairs Committee

Co-Chairs: Thomas Chittenden & Jenn Prue

SAC Members

- ▶ Kenneth Allen, CNHS
- ▶ Zail Berry, MED
- ▶ Heather Darby, EXT
- ▶ Dan DeSanto, LIB
- ▶ Jeffrey Hughes, RSENR
- ▶ Don Loeb, CAS
- ▶ William Louisos, CEMS
- ▶ Kristen Pierce, MED
- ▶ Stephen Pintauro, CALS
- ▶ Denise Youngblood, CAS

SAC - Responsibilities

- ▶ matters relating to student affairs, their effect on the educational process, and the academic climate of the University.
- ▶ recommend policy with respect to honors programs, remedial programs, athletics, discipline, health service, placement, housing, student activities, etc.
- ▶ in-depth and ongoing review of University admissions and financial aid policies, including their relation to projected enrollments.
- ▶ establish policy in matters related to general admissions standards and prerequisites, and shall review, recommend and participate in formulation of admissions procedures.
- ▶ establish a continuing liaison with student government groups and with all appropriate administrative and academic offices.

Discussion Topics - Jan Carney and Andrew Barnaby

- ▶ What is a faculty senator expected to do?
- ▶ How are agendas sent for the Senate meetings?
- ▶ How can faculty members contact senators or committee members?
- ▶ What are “best practices” or successful approaches to communicating with your College/Department?
- ▶ What would you like to have the Faculty Senate work on this year?

Questions? Laurie Eddy, M.Ed.

Faculty Senate Coordinator

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