



FACULTY SENATE

**Executive Council**

December 11, 2017 4:00 – 5:30 pm  
Waterman 427A

**Minutes**

**Present:** Professors Barnaby, Beckage, Burns, Carney, Chittenden, Eyler, Giangreco, Mehrtens, Paris, Zdatny

**Absent:** Almstead, Higgins, Prue, Toolin

**Guests:** Richard Galbraith, Michael Gurdon

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The meeting was called to order at 4:06 p.m. in Waterman 427A

1. **Approval of November 13, 2017 Minutes.** Evan Eyler moved to approve the minutes as written. The motion was seconded and carried.
2. **Degree Corrections.** Laurie Eddy presented two degree corrections received from the College of Engineering and Mathematical Sciences, and the College of Nursing and Health Sciences. Michael Gurdon moved to approve the degree corrections. The motion was seconded and carried.
3. **President's Remarks**  
Cathy Paris had nothing to say ☺
4. **Click. Richard Galbraith reported that** the Board of Trustees Executive Committee, has given the green light for UVM to modernize and significantly improve our electronic research administration (eRA) systems by purchasing Huron's Research Suite of software solutions (known as Click) for managing our business of research. This best in class eRA system will transform the way UVM researchers and administrators manage the lifecycle of IRB Protocols, IBC Protocols, IACUC Protocols, Conflict of Interest Disclosures and Grants Management, Proposal Submissions through Award. One of the many highlights of this new eRA system is the ability to directly integrate award data to PeopleSoft financials, which by itself will improve efficiency, accuracy and, most importantly, speed up the budget release process allowing our principal investigators to start projects on time. This initiative is being made possible with support from the Office of the Provost, Office of the Vice President for Research, Larner College of Medicine and the University of Vermont Medical Center. The Office of Research Support and Integrity, reporting to the Vice President for Research, has been tasked with taking the lead and coordinating the eRA system implementation. The implementation will begin in January 2018, and be completed over a 2-year period, with ongoing eRA system maintenance, upgrades and improvements thereafter. Lynn Tracy has been hired as Project Manager. Lynn has been with RPO and SPA at UVM as an IT professional for 10 years and has extensive UVM knowledge and expertise in project management.

5. **IBB 2.0 Steering Committee, Nominations and Refinements** – The Faculty Senate has been asked to put forward two names to serve on the steering committee. Most of the members of the original steering committee will continue to serve. An additional 6-8 members are needed to fill open seats. The FPPC members have suggested Andrew Barnaby, and the Educational Stewardship Committee will also be forwarding his name. Cathy and Jan will ask the Provost about the time commitment that the IBB 2.0 Steering Committee will require of its members. This information will be forwarded to the Executive Council members, in order to share with any colleagues who might be interested in putting their names forward to serve. EC members should forward names of potential nominees to Cathy Paris. Cathy stated that the Faculty Senate has also been asked to recommend up to three areas of the IBB budget model for refinement. Submission of this input is requested by noon on January 19<sup>th</sup>. The FPPC will take this up at their January meeting, and make recommendations to the Executive Council at the January 8<sup>th</sup> meeting. There is [survey](#) on the IBB Website designed to gather input from the campus community, and is open to all members, including faculty, staff and students. The input survey will be open until January 19, 2018.
6. **PSC Operating Procedures.** Michael Giangreco shared the PSC Operating Procedures document which was included in the materials for this meeting. Evan Eyler suggested that the document be amended under the section Preparation for Meeting Deliberations. The phrase “or other significant conflicts of interest” will be added after “they are asked to check for any departmental conflicts.” The document will be available on the PSC webpage, and the PSC will review the document annually and make revisions as needed. Cathy Paris stated that the Faculty Senate Constitution and Bylaws do not require the standing committees have operating procedures, but suggested that it would be beneficial for each of the standing committees to write and ratify within their committees, their own operating procedures before the end of this academic year. The EC will have an opportunity to review, but not be asked to approve the OP.
7. **Curricular Affairs Committee Consent Agenda.** Cathy Paris presented the CAC consent agenda for Laura Almstead, Chair of the CAC. The consent agenda included the following:
- CAC Report Out of items that do not require Faculty Senate Vote
  - New Major-Minor in Health and Society, CAS
  - New MS in Engineering Management, CEMS
  - New PhD in Complex Systems and Data Science, CEMS
  - Termination Certificate of Graduate Studies in Sustainable Transportation Systems and Planning
  - New Master of Professional Studies at UVM, and Termination of Leadership for Sustainability Concentration in the MS in Natural Resources, RSENR
- Motion:** Cathy Paris called a vote to approve the consent agenda as presented for inclusion on the Faculty Senate agenda for the December meeting.
- Vote:** 10 Approve, 0 Oppose, 0 Abstain
8. **Agenda for P&P Meeting December 14, 2017, 9:00-10:00 a.m.**  
The following items were discussed for possible inclusion on the agenda:
- **Perspective on recent developments concerning the CAS budget deficit**
  - **Update from the SAC on the plan for Global Gateway program**
  - **Faculty input on the First Year Experience**
  - **Thoughts on Student Course Evaluation Data**
9. **Agenda for Faculty Senate Meeting of December 18**
- Approval of the November 27 Senate meeting minutes
  - Senate President’s Remarks – call for IBB comments forward to FPPC
  - President’s and Provost’s remarks
  - Curricular Affairs Committee Report (Laura Almstead)

- New Business
- Adjourn

10. **National Survey of Student Engagement (NSSE) Data.** How and in what form to bring these data to the Senate? – This item was moved to January EC agenda
11. **Use of Student Course Evaluation Data do we want to pursue this?** How? – This item was moved to the January EC agenda.
12. **New Business** – none at this time.
13. Meeting was adjourned at 5:50 p.m.

*Upcoming Meetings:*

*Next Executive Council Meeting with the President and Provost: Thursday, December 14, 9:00 – 10:00 a.m., PCR*

*Next Faculty Senate Meeting: Monday, December 18, 2017, 4-5:30 p.m., Memorial Lounge*

*Next Executive Council Meeting: Monday, January 8th, 2017, 4-5:30 p.m., 427A Waterman*