# XAVIER UNIVERSITY 2016-2017

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KEY

All University Committees are advisory.

Key

(f-0X) Faculty recommended to the President by the Faculty Committee for a three-year term unless otherwise specified as (f-0X-1 or 2).

(f-e-0X) These faculty positions are elected by the Faculty Assembly for a three-year term unless otherwise specified as (f-e-0X-1 or 2).

(f-e-c-0X) These positions are filled by faculty from the Faculty Assembly elected from the departments within the college.

(f-e-d-0X) These faculty positions are elected by full-time members of their department for a three-year term unless otherwise specified as (f-e-d-0X-1,2).

(f-p) Faculty recommended to the President by the Provost and Chief Academic Officer.

(ap) University personnel appointed by the President for a three-year term.

(c-p) Community representatives recommended to the President by the Provost and Chief Academic Officer.

(p-f/ste/st) Faculty, administrators (exempt staff) or support staff (non-exempt staff) recommended to the President by the Provost for special one-year appointment.

(st) Non-exempt personnel recommended to the President by the Staff Advisory Committee for a three-year term unless otherwise specified as (st-0X, 3).

(ste) Exempt personnel recommended to the President by the Staff Advisory Committee for a three-year term unless otherwise specified as (ste-0X, 3).

(s) Students recommended to the President by the Student Government for a one-year term.

(gs) Graduate student recommended to the President by the Provost and Chief Academic Officer for a one-year term.

(a) Xavier Alumni or University Friends recommended to the President by the Executive Director of the Alumni Association.

(x) Ex officio members
1. **ACADEMIC ASSESSMENT AND PLANNING COMMITTEE UNDER REVIEW**

**Charge:**
The Academic Assessment and Planning Committee:

1. Deliberates and makes recommendations to the Associate Provost for Academic Affairs on Academic Affairs’ assessment goals, objectives and projects.
   a. Recommends major survey projects.
   b. Recommends outcomes measures to be monitored for division-wide assessment projects.
   c. Recommends targets to reach on measures monitored.
   d. Makes recommendations concerning the allocation of assessment budget to special projects or studies.
2. Makes recommendations to the appropriate administrators for improvements in existing processes and practices in areas not making progress toward an ongoing assessment and planning process.
3. Makes recommendations to the Associate Provost for Academic Affairs concerning faculty and staff development activities helpful to achieving a systematic, ongoing assessment and planning process.
4. Reviews and makes recommendations concerning the appropriate dissemination of assessment activities and results to ensure and facilitate the use of the information in planning and resource allocation.
5. Monitors the Division of Academic Affairs’ progress in linking assessment, planning, and resource allocation.
   a. Receives annual reports from the Deans and Associate Provost for Academic Affairs on planning initiatives.
   b. Reviews annual reports from departments on assessment activities for degree programs.
   c. Receives and reviews assessment results from the Office of Institutional Research.
   d. Reviews recommendations from the Board of Undergraduate Studies regarding assessment of the core curriculum.
6. Reports annually to the Provost and Chief Academic Officer and the Faculty Committee concerning progress in the assessment initiative. Draws attention to breakdowns in the assessment, planning and resource allocation process.

**Membership:**
The membership consists of two (2) principal faculty from each college (one elected and one appointed) for a total of six (6) each serving a three-year term. The Deans of CAS, CPS, WCB and CAPS. The Associate Provost for Academic Affairs and Director of Institutional Research are *ex officio* members.

The Chairperson is a faculty member chosen by a vote of the committee members at the first meeting of the academic year. Term of election is one year.

**Reporting:**
The Committee reports to the Faculty Committee and the Provost and Chief Academic Officer.

**Current Membership:**

- Dr. Adekunle Okunoye (WCB) (f-e-13-3)
- Dr. Leslie Prosak-Beres (CPS) (f-12-3)
- Dr. Bernd Rossa (CAS) (f-12-3)
- Dr. Kandi Stinson (CAS) (f-e-13-3)
- Dr. Michael Webb (WCB) (f-14-3)
- Dr. Leslie Prosak-Beres (CPS) (f-e-14-3)
- Ms. Patricia Meyer, Director Weekend Degree Program
- Dr. Nancy Linenkugel, OSF, Interim Dean, College of Social Sciences, Health and Education
- Dr. Brian Till, Dean, Williams College of Business
- Dr. Janice Walker, Dean, College of Arts and Sciences
- (x) Director of Institutional Research
- Dr. Steve Herbert, (x) Associate Provost for Academic Affairs
### 2. ADMISSION COMMITTEE

**Charge:**
The Admission Committee has as its purpose the development and review of admission criteria and admission policies. The Admission Committee, or a subgroup thereof, consults on admission decisions regarding student applicants who do not meet the University’s automatic acceptance criteria.

**Membership:**
The membership consists of five (5) faculty members representing the three (3) colleges, the Dean of Undergraduate Admission and Financial Aid, two (2) students recommended by Student Government, Director of Academic Advising, an Associate Dean from one of the three (3) colleges recommended by CAO, and one (1) Administrator from the Division of Student Enrichment recommended by the Assistant Provost for Student Enrichment, and one administrator recommended by the Provost. The co-chairs are the Dean of UG Admission & Financial Aid and a faculty member elected by the committee.

**Reporting:**
The Committee serves in an advisory capacity to the Provost and Chief Academic Officer.

#### Current Membership:

<table>
<thead>
<tr>
<th>Representing</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Ms. Lauren Parcell, (x), Co-Chair</td>
<td>Undergraduate Admission &amp; Financial Aid</td>
</tr>
<tr>
<td><strong>Faculty co-chair, TBD</strong></td>
<td></td>
</tr>
<tr>
<td>Dr. David Gerberry (CAS) (f-e-16,3)</td>
<td>CAS</td>
</tr>
<tr>
<td>Dr. Shannon Byrne (f-e-15,3) (CAS)</td>
<td>CAS</td>
</tr>
<tr>
<td>Ms. Joyce Allen (f-e-15,3) (WCB)</td>
<td>WCB</td>
</tr>
<tr>
<td>Dr. Doug Olberding (CPS) (f-e-16,3)</td>
<td>CPS</td>
</tr>
<tr>
<td>Dr. Lisa Jutte (f-e-15,3) (CPS)</td>
<td>CPS</td>
</tr>
<tr>
<td>Ms. Cassandra Jones (x)</td>
<td>Student Enrichment</td>
</tr>
<tr>
<td>Dr. Michele Matherly (x), Associate Dean, WCB</td>
<td>Associate Dean (any college)</td>
</tr>
<tr>
<td>Mr. Aaron Meis (x), Associate Provost, Enrollment Management</td>
<td>Administrator</td>
</tr>
<tr>
<td>Dr. Daniel McSpadden (x)</td>
<td>TRiO</td>
</tr>
<tr>
<td>Dr. Jim Snodgrass (x)</td>
<td>Academic Advising</td>
</tr>
<tr>
<td>Caleb Mickler (s) – 2016-2017</td>
<td>SGA</td>
</tr>
<tr>
<td>Lee Weeks (s) – 2016-2017</td>
<td>SGA</td>
</tr>
</tbody>
</table>
3. **BOARD OF GRADUATE STUDIES**

**Charge:**
The Board of Graduate Studies:

1. Works towards resolving redundancies across colleges involving:
   - new graduate courses or revisions to existing graduate courses that are approved by the college curriculum committees.
   - new graduate programs or revisions to existing graduate programs that are approved by the college curriculum committees. (Graduate programs are defined in the University Catalog.)
2. Ensures that resources exist to accommodate the requirements of new graduate courses and programs or revisions to existing graduate courses and programs when the requirements draw upon resources in other colleges.
3. Makes certain that graduate courses or programs support the Mission of the University.
4. Implements and decides upon revisions to the graduate University Grading Policies, such as university grading designations and standards for graduation.
5. Initiates revisions and recommends improvements to the Graduate University Catalog.
6. Reviews and makes recommendations on issues concerning the scheduling of the Graduate Academic Calendar.

**Membership:**
Membership consists of six (6) tenured or tenure-track faculty members (two from each college elected by the Faculty Assembly), the deans (or their representatives) of the three colleges and the graduate school, one (1) graduate student recommended by the Provost and Chief Academic Officer, the University Registrar (ex officio, non-voting), and the Provost and Chief Academic Officer (ex officio, non-voting). The Chair will be elected from the faculty members by the committee.

**Voting:**
Approval of a proposal requires a quorum and a simple majority vote of affirmation from those in attendance.

**Reporting:**
The Board of Graduate Studies reports to the Provost and Chief Academic Officer and to the Faculty Committee through an appointed liaison. Also, the Board of Graduate Studies has the responsibility to respond to the Curriculum and/or Program Committees that have submitted graduate course or program descriptions for review as described above in the charge section.

**Current Membership:**

<table>
<thead>
<tr>
<th>Representing</th>
<th>Name and Position</th>
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</thead>
<tbody>
<tr>
<td>CPS</td>
<td>Dr. Jen Gibson (CPS) (f-e-16,3)</td>
</tr>
<tr>
<td>CAS</td>
<td>Dr. Hem Raj Joshi (CAS) (f-e-15,3)</td>
</tr>
<tr>
<td>CAS</td>
<td>Dr. Jennifer Robbins (CAS) (f-e-15,3)</td>
</tr>
<tr>
<td>WCB</td>
<td>Dr. Thilini Ariyachandra, (WCB) (f-e-14,3)</td>
</tr>
<tr>
<td>WCB</td>
<td>Dr. Rashmi Assudani (WCB) (f-e-16,3)</td>
</tr>
<tr>
<td>CPS</td>
<td>Dr. Steven Herbert (x), Associate Provost for Academic Affairs</td>
</tr>
<tr>
<td>Dean, CPS</td>
<td>Dr. Paul Gore (x), Dean,</td>
</tr>
<tr>
<td>WCB</td>
<td>Dr. Dennis Long (x), Associate Dean</td>
</tr>
<tr>
<td>WCB</td>
<td>Dr. Tom Hayes (x), Dean</td>
</tr>
<tr>
<td>WCB</td>
<td>Dr. Michele Matherly (x), Associate Dean</td>
</tr>
<tr>
<td>CAS</td>
<td>Dr. David Mengel (x), Dean,</td>
</tr>
<tr>
<td>CAS</td>
<td>Dr. Andrea Wawrzusin,</td>
</tr>
<tr>
<td>University Registrar, (x) (non-voting)</td>
<td>Dr. Brian Levin-Stankevich,</td>
</tr>
</tbody>
</table>

**Leanne Bolo, (gs) – 2015-2016**

**Staff to the Committee**

<table>
<thead>
<tr>
<th>Representing</th>
<th>Name and Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate School</td>
<td>Mr. Roger Bosse, Assistant Dean of the Graduate School</td>
</tr>
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Office of the Provost and CAO -5- membership updated 4/6/2017

**HIGHLIGHTED ITEMS INDICATE REPLACEMENTS OR RE-APPOINTMENTS ARE PENDING**
4. **BOARD OF UNDERGRADUATE STUDIES**

**Charge:**
The Board of Undergraduate Studies:

1. Monitors the implementation of the University Core and is responsible for overseeing faculty votes on proposed changes to the University Core.
2. Assists in overseeing the assessment of student academic achievement in the University Core and special academic programs such as E Pluribus Unum, Scholars and HAB.
3. Works towards resolving redundancies across colleges involving:
   - new undergraduate courses or revisions to existing undergraduate courses that are approved by the college curriculum committees.
   - new undergraduate majors and minors or revisions to existing undergraduate majors and minors that are approved by the college curriculum committees. (Majors and minors are defined in the University Catalog.)
   - new undergraduate programs or revisions to existing undergraduate programs that are approved by the college curriculum committees or program curriculum committees. (Programs are defined in the University Catalog.)
4. Ensures that resources exist to accommodate the requirements of new undergraduate courses, majors, minors and programs or revisions to existing undergraduate courses, majors, minors and programs when the requirements draw upon resources in other colleges.
5. Makes certain that undergraduate courses, majors, minors and programs support the Mission of the University.
6. Initiates and recommends improvements to undergraduate University Grading Policies, such as standards for Honors, standards for the Dean's List, university grading designations, and standards for graduation.
7. Initiates revisions and recommends improvements to the Undergraduate University Catalog.
8. Reviews and makes recommendations on issues concerning the scheduling of the Undergraduate Academic Calendar.

**Membership:**
The membership consists of six (6) tenured or tenure-track faculty members (two from each college elected by the Faculty Assembly), the deans (or their representatives) of the three colleges, three (3) students recommended by Student Government (one from each college), University Registrar (ex officio, non-voting), and the Provost and Chief Academic Officer (ex officio, non-voting). The chair will be elected from the faculty members by the committee to serve for a calendar year.

**Voting:**
Approval of a proposal requires a quorum and a simple majority vote of affirmation from those in attendance.

**Reporting:**
The Board of Undergraduate Studies reports to the Provost and Chief Academic Officer and to the Faculty Committee through an appointed liaison. Also, the Board of Undergraduate Studies should respond to the Curriculum and/or Program Committees that have submitted undergraduate course, major, minor or program descriptions for review as described above in the charge section.

**Current Membership:**

<table>
<thead>
<tr>
<th>Name</th>
<th>College</th>
<th>Term</th>
<th>Position</th>
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</thead>
<tbody>
<tr>
<td>Dr. Thomas Strunk</td>
<td>CAS</td>
<td>(f-e-15,3) Chair, Spring 2017-Fall 2017</td>
<td>CAS</td>
</tr>
<tr>
<td>Dr. Doug Olberding</td>
<td>CPS</td>
<td>(f-e-14,3) Fall 2016</td>
<td>CPS</td>
</tr>
<tr>
<td>Dr. Dalia Diab</td>
<td>CPS</td>
<td>(f-e-16,3)</td>
<td>CPS</td>
</tr>
<tr>
<td>Dr. Niamh O’Leary</td>
<td>CAS</td>
<td>(f-e-16,3)</td>
<td>CAS</td>
</tr>
<tr>
<td>Dr. Brian Balyeat</td>
<td>WCB</td>
<td>(f-e-15,3)</td>
<td>WCB</td>
</tr>
<tr>
<td>Dr. James Loveland</td>
<td>WCB</td>
<td>(f-16,1) completing faculty term of M. Matherly</td>
<td>WCB</td>
</tr>
<tr>
<td>Dr. Paul Gore</td>
<td>CPS</td>
<td>Dean, College of Professional Sciences</td>
<td>Dean, CPS</td>
</tr>
<tr>
<td>Dr. Dennis Long</td>
<td>CPS</td>
<td>Associate Dean</td>
<td>Dean, CPS</td>
</tr>
<tr>
<td>Dr. Tom Hayes</td>
<td>WCB</td>
<td>Dean, Williams College of Business</td>
<td>Dean, WCB</td>
</tr>
<tr>
<td>Dr. Michele Matherly</td>
<td>WCB</td>
<td>Associate Dean</td>
<td>Dean, WCB</td>
</tr>
<tr>
<td>Dr. David Mengel</td>
<td>CAS</td>
<td>Dean, College of Arts and Sciences</td>
<td>Dean, CAS</td>
</tr>
<tr>
<td>Dr. Rachel Chrastil</td>
<td>CAS</td>
<td>Associate Dean</td>
<td>Dean, CAS</td>
</tr>
<tr>
<td>Dr. Andrea Wawrzusin</td>
<td>WCB</td>
<td>University Registrar (x) (non-voting)</td>
<td>Registrar</td>
</tr>
<tr>
<td>Dr. Brian Levin-Stankevich, Interim Provost &amp; Chief Academic Officer</td>
<td>Provost &amp; CAO</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ms. Isabel Smith</td>
<td>SGA</td>
<td>(WCB) – 2016-2017</td>
<td>SGA</td>
</tr>
<tr>
<td>Mr. Andrew Sadler</td>
<td>SGA</td>
<td>(CPS) – 2016-2017</td>
<td>SGA</td>
</tr>
<tr>
<td>Ms. Rachel Gosney</td>
<td>SGA</td>
<td>(CAS) – 2016-2017</td>
<td>SGA</td>
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</table>

Office of the Provost and CAO -6- membership updated 4/6/2017

**HIGHLIGHTED ITEMS INDICATE REPLACEMENTS OR RE-APPOINTMENTS ARE PENDING**
5. COLLEGE OF ARTS AND SCIENCES CURRICULUM COMMITTEE

**Charge:**
The purpose of the committee is to review proposals for new courses, majors, minors, or programs or revisions to existing courses, majors, minors or programs (majors, minors, and programs are defined in the Xavier University Catalog). The proposals must have been approved by a department or program from within the college, or from a group of 4 or more university faculty. The review considers the following:

- Evidence of a clearly articulated objective that supports the mission of the department or program from which it originated as well as the mission of the college.
- Evidence of a clearly articulated means of assessing student performance.
- A delivery system and requirements that are consistent with existing college resources or for which there is a reasonable prospect of procuring such resources.
- The proposed offerings are not redundant with existing offerings within the college. In the case of redundancy, the college curriculum committee arbitrates a solution.
- Evidence of clearly articulated learning experiences and the appropriateness of the associated amount of credit.

In the review process, approval may be granted and the proposal forwarded to either the Board of Undergraduate Studies (if the proposal concerns an undergraduate curriculum issue) or the board of Graduate Studies (in the event that the proposal concerns a graduate issue). The proposal may be denied if a majority of the members of the college curriculum committee finds the proposal at odds with any of the considerations listed above. In the case of denial, the proposal is to be returned to the department or program from which it originated with a written explanation for the denial.

Assists the dean of the college in overseeing the assessment of student academic achievement in majors, minors, and programs housed within the college.

Decides upon departmental or program interpretations of grading policies that conform to the general guidelines established in the University Grading Policies.

**Membership:**
The membership is composed of faculty from the Faculty Assembly elected from the departments within the college, the dean or the dean's designee (ex officio, non-voting), as well as a librarian (recommended by the Library Director) who serves ex officio and is a non-voting member. The chair will be elected by the committee members.

**Voting:**
Approval of a proposal requires a quorum and a simple majority vote of affirmation from those in attendance.

**Reporting:**
The committee responds to the departments, program and faculty who submitted proposals and forwards its approval to the Board of Graduate Studies or to the Board of Undergraduate Studies when appropriate.

**Current Membership:**
Mr. Stephen Skiles, (CommArts/Music & Theater/Arts) (f-e-c-14,3), Chair 2016-2017
Dr. Adam Clark, (Philosophy/Theology) (f-e-c-14,3)
Dr. Mollie McIntosh, (Biology/Chemistry) (f-e-c-15,3)
Dr. Bin Yu, (Political Science/Sociology/History) (f-e-c-15,3)
Mr. James Green, Librarian (x) (15, 2)
Dr. Heidrun Schmitzer (Physics/Math/CSC) (f-e-c-13,3) will serve during Fall 2016
Dr. Carla Gerberry (Physics/Math/CSCI) (f-e-c-16,3)
Dr. Carol Winkelmann (Classics/Modern Lang/English) (f-e-c-16,3)
6. WILLIAMS COLLEGE OF BUSINESS CURRICULUM COMMITTEE

Charge:
The purpose of the committee is to review proposals for new courses, majors, minors, or programs or revisions to existing courses, majors, minors or programs (majors, minors, and programs are defined in the Xavier University Catalog). The proposals must have been approved by a department or program from within the college, or from a group of 4 or more university faculty. The review considers the following:

• Evidence of a clearly articulated objective that supports the mission of the department or program from which it originated as well as the mission of the college.
• Evidence of a clearly articulated means of assessing student performance.
• A delivery system and requirements that are consistent with existing college resources or for which there is a reasonable prospect of procuring such resources.
• The proposed offerings are not redundant with existing offerings within the college. In the case of redundancy, the college curriculum committee arbitrates a solution.
• Evidence of clearly articulated learning experiences and the appropriateness of the associated amount of credit.

In the review process, approval may be granted and the proposal forwarded to either the Board of Undergraduate Studies (if the proposal concerns an undergraduate curriculum issue) or the board of Graduate Studies (in the event that the proposal concerns a graduate issue). The proposal may be denied if a majority of the members of the college curriculum committee finds the proposal at odds with any of the considerations listed above. In the case of denial, the proposal is to be returned to the department or program from which it originated with a written explanation for the denial.

Assists the dean of the college in overseeing the assessment of student academic achievement in majors, minors, and programs housed within the college.

Decides upon departmental or program interpretations of grading policies that conform to the general guidelines established in the University Grading Policies.

Membership:
The membership is composed of faculty from the Faculty Assembly elected from the departments within the college, the dean or the dean's designee (ex officio, non-voting), as well as a librarian (recommended by the Library Director) who serves ex officio and is a non-voting member. The chair will be elected by the committee members.

Voting:
Approval of a proposal requires a quorum and a simple majority vote of affirmation from those in attendance.

Reporting:
The committee responds to the departments, program and faculty who submitted proposals and forwards its approval to the Board of Graduate Studies or to the Board of Undergraduate Studies when appropriate.

Current Membership:
Dr. Jamie Pawlukiewicz, Finance (f-e-c-15,3), Chair
Dr. Debbie Tesch, Management Information Systems (f-e-c-15,3)
Dr. Christian Mastilak, Accountancy (f-e-c-16,3)
Dr. Carol Rankin, Economics (f-e-c-16,3)
Dr. Mee-Shew Cheung, Marketing (f-e-c-15,3)
Dr. Lifang Wu, Management & Entrepreneurship (f-e-c-15,3) completing term of Jim Turner
Dr. David Zoogah, at-large member (f-e-c-16,3)
Ms. Patty Greco, Librarian (x-15,3)
Dr. Michele Matherly, Associate Dean, Williams College of Business (x)
7. COLLEGE OF PROFESSIONAL SCIENCES CURRICULUM COMMITTEE

Charge:
The purpose of the committee is to review proposals for new courses, majors, minors, or programs including revisions to existing courses, majors, minors or programs (majors, minors, and programs are defined in the Xavier University Catalog). The proposals must have been approved by a department or program from within the college, or from a group of 4 or more university faculty. The review considers the following:

- Evidence of a clearly articulated objective that supports the mission of the department or program from which it originated as well as the mission of the college.
- Evidence of a clearly articulated means of assessing student performance.
- A delivery system and requirements that are consistent with existing college resources or for which there is a reasonable prospect of procuring such resources.
- The proposed offerings are not redundant with existing offerings within the college. In the case of redundancy, the college curriculum committee arbitrates a solution.
- Evidence of clearly articulated learning experiences and the appropriateness of the associated amount of credit.

In the review process, approval may be granted and the proposal forwarded to either the Board of Undergraduate Studies (if the proposal concerns an undergraduate curriculum issue) or the board of Graduate Studies (in the event that the proposal concerns a graduate issue). The proposal may be denied if a majority of the members of the college curriculum committee finds the proposal at odds with any of the considerations listed above. In the case of denial, the proposal is to be returned to the department or program from which it originated with a written explanation for the denial.

Assists the dean of the college in overseeing the assessment of student academic achievement in majors, minors, and programs housed within the college. Decides upon departmental or program interpretations of grading policies that conform to the general guidelines established in the University Grading Policies.

Membership:
The membership is composed of faculty from the Faculty Assembly elected from the departments within the college, the dean or the dean's designee (ex officio, non-voting), as well as a librarian who serves ex officio and is a non-voting member. The chair will be elected by the committee members.

Voting:
Approval of a proposal requires a quorum and a simple majority vote of affirmation from those in attendance.

Reporting:
The committee responds to the departments, program and faculty who submitted proposals and forwards its approval to the Board of Graduate Studies or to the Board of Undergraduate Studies when appropriate.

Current Membership:
Lisa Jutte, Sports Studies, (f-e-c-14,3) – Chair, 2016-2017
John (Jack) Barrett, Psychology, (f-e-c-16,3)
Kelly Bohnhoff, Nursing, (f-e-c-16,3)
Leah Dunn, OT, (f-e-c-16,3)
Donna Endicott, Rad Tech, (f-e-c-15,3)
Cheryl Jonson, Criminal Justice, (f-e-c-16,3)
Gail Latta, Ed Leadership, (f-e-c-14,3)
Stephanie Donauer, Health Services Administration, (f-e-c-16,3)
Butch Losey, Counseling, (f-e-c-16,3)
Jackie Smith, Secondary and Special Ed (f-e-c-14,3)
Major Nathan Lewis, Military Science (f-e-c-15,3)
Margaret Groeschen (x), Librarian
Dennis Long (x), Associate Dean, CPS
Paul Gore (x), Dean, CPS
8. CORE CURRICULUM ASSESSMENT COMMITTEE (CCAC)

**Charge:**

On an ongoing basis the CCAC will:

1. develop metrics (direct and indirect) to assess core goals and SLOs;
2. assess the extent to which student work achieves the core goals and SLOs;
3. make recommendations to the Core Curriculum Committee (CCC) based on assessment data to inform student learning;
4. manage the assessment process (e.g. populate Task Forces, collect artifacts, review survey data);
5. communicate regularly with the CCC to ensure assessment practices are being used in a meaningful way to improve student learning in the core;
6. submit an annual report for each area of the core assessed to the faculty CCC and Associate Provost for Academic Affairs summarizing the information captured by assessment and proposing action (if any is required) for improving student learning; this may include budgetary and/or policy recommendations;
7. invite guests, as needed, to attend meetings to provide information and perspectives.

**Membership:**

The CCAC membership will be elected by Faculty Assembly ballot as follows: 2 faculty from CAS, 2 from CPS, and 2 from WCB, 2 open positions (from any college) and 1 appointed from the current membership of the Core Curriculum Committee. Members will be elected to rotating 3-year terms by the Assembly, with nominations for a college’s seats made by members of the respective college.

**Voting (within the committee):**

Approval of a proposal requires a quorum and a simple majority vote of affirmation from those in attendance.

**Reporting:**

The CCAC works closely with the Core Curriculum Committee; it reports to Faculty Committee and to the Associate Provost for Academic Affairs.

**Current Membership:**

<table>
<thead>
<tr>
<th>Member Name</th>
<th>College</th>
<th>Term</th>
<th>Chair (Year)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heidrun Schmitzer</td>
<td>CAS</td>
<td>f-14,3</td>
<td>Chair (2015)</td>
</tr>
<tr>
<td>Supaporn Kradtap</td>
<td>CAS</td>
<td>f-e,15,3</td>
<td></td>
</tr>
<tr>
<td>Natalia Jacovkis</td>
<td>CAS</td>
<td>f-2014,3</td>
<td></td>
</tr>
<tr>
<td>Kandi Stinson</td>
<td>CAS</td>
<td>f-e-15,3</td>
<td></td>
</tr>
<tr>
<td>Thilini Aiyachandra</td>
<td>WCB</td>
<td>f-e-16,3</td>
<td></td>
</tr>
<tr>
<td>Christian Mastilak</td>
<td>WCB</td>
<td>f-e-15,3</td>
<td></td>
</tr>
<tr>
<td>Cindy Dulaney</td>
<td>CPS</td>
<td>f-e-15,3</td>
<td></td>
</tr>
<tr>
<td>Brenda Wiles</td>
<td>CPS</td>
<td>f-e-16,3</td>
<td></td>
</tr>
<tr>
<td>Lynda Kilbourne</td>
<td>CCC</td>
<td>2016-2017</td>
<td></td>
</tr>
</tbody>
</table>

**Representing**

- any college
- CAS
- WCB
- CPS

**Staff to the Committee:**

- Dennis Long, CPS, Associate Dean
- David Mengel, CAS Associate Dean
- Michele Matherly, WCB Associate Dean
9. CORE CURRICULUM COMMITTEE (CCC)

**Initial charge:**
To revise the University Undergraduate Core incorporating feedback from the 2013 Faculty Retreat, the New Core Learning Outcomes Committee, and the Core Curriculum Assessment Committee. The revision is to be completed for review by April 12, 2014.

**On-going charge:**
To be responsible for the assessment process to ensure the core is continually achieving our learning objectives for students, and making suggestions for changing the core as necessary to ensure it meets these objectives over time.

Changes to the core recommended by the CCC will be handled as other changes to the curriculum, being sent to the Board of Undergraduate Studies for approval or returned by BUGS to the committee for revisions. As with other changes to the curriculum, once approved by BUGS, the recommendations will be put before the Faculty for a vote of approval.

**Membership:**
Each college will have 3 representatives to the committee, who are tenured members of the Principal Faculty, elected by written ballot of the Principal Faculty. Nominations for this committee will be made to the Chair of the Faculty Committee by the Principal Faculty within one week of the call for nominations. All nominees must have agreed to run for election to this committee prior to submitting their names to the Faculty Committee. Self-nominations are acceptable.

Members will serve 3 year terms, with a one-year interim before one is eligible for re-election. For the initial formation of the CCC, the terms will be staggered to establish continuity over time. Staggered terms will be determined by lot within each college’s representatives, so that each college will have one member serving one year, one member serving two years, and one member serving three years in the first cycle. This will insure that each college always has 3 members.

**Voting (within the committee):**
Approval of a proposal requires a quorum and a simple majority vote of affirmation from those in attendance.

**Reporting:**

**Current Membership:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Term</th>
<th>Representing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tim Brownlee (CAS)</td>
<td>f-e-15,3</td>
<td>CAS</td>
</tr>
<tr>
<td>Timothy Kruse (WCB)</td>
<td>f-14,3</td>
<td>WCB</td>
</tr>
<tr>
<td>Danny Otero (CAS)</td>
<td>f-e-16,3</td>
<td>CAS</td>
</tr>
<tr>
<td>Paul O’Hara (CAS)</td>
<td>f-e-16,3</td>
<td>CAS</td>
</tr>
<tr>
<td>Lynda Kilbourne (WCB)</td>
<td>f-e-15,3</td>
<td>WCB</td>
</tr>
<tr>
<td>James Turner (WCB)</td>
<td>f-e-15,3</td>
<td>WCB</td>
</tr>
<tr>
<td>Hema Krishnan (WCB)</td>
<td>f-16</td>
<td>WCB</td>
</tr>
<tr>
<td>Debora Kuchey (CPS)</td>
<td>f-15,3</td>
<td>CPS</td>
</tr>
<tr>
<td>Karl Stukenberg (CPS)</td>
<td>f-16,3</td>
<td>CPS</td>
</tr>
<tr>
<td>Teresa Young (CPS)</td>
<td>f-16,3</td>
<td>CPS</td>
</tr>
</tbody>
</table>

HIGHLIGHTED ITEMS INDICATE REPLACEMENTS OR RE-APPOINTMENTS ARE PENDING
10. ETHICS/RELIGION AND SOCIETY (E/RS) COMMITTEE

Charge:
The Committee has responsibility for granting E/RS standing to and revoking E/RS standing from courses approved by the appropriate College Curriculum Committee and the Board of Undergraduate Studies. The Committee also has responsibility for recommending revisions in E/RS policies and criteria that pertain to curricular matters, when these seem desirable, to the Board of Undergraduate Studies. The Committee also advises the Directors of E/RS concerning all curricular matters that pertain to the E/RS Program and its successful implementation and integration in the University.

Membership:
The Ethics/Religion and Society (E/RS) Committee is composed of nine (9) faculty members: one (1) each from the Departments of Philosophy, Theology and English. The candidates are nominated by the full-time members of their respective departments and elected by a vote of the faculty assembly. The remaining six (6) members consist of two (2) each from the College of Professional Sciences and the Williams College of Business and two (2) chosen at-large nominated by the Faculty Committee and elected by vote of the Faculty Assembly. Terms of office are three years. No elected member is allowed to serve consecutive terms. The E/RS Endowed Chair and the Directors of the Center for Business Ethics and Social Responsibility are ex officio, non-voting members. The Directors of E/RS (ex officio, non-voting) will serve as the chairs and are appointed by the Provost and Chief Academic Officer.

Reporting:
The Committee reports to the Provost and Chief Academic Officer. A selected liaison reports to the Faculty Committee.

Current Membership: Representing
Dr. Gabe Gottlieb, Director of E/RS, Chair (x) (non-voting) E/RS, Endowed Chair
Dr. Aaron Szymkowiak, Philosophy (f-e-14,3) Philosophy
Dr. Adam Clark (Theology) (f-e-15,3) Theology
Dr. Carol Winkelmann, English (f-e-16,3) English
Dr. Paul O’Hara, (CAS), at-large (f-e-14,3) at large
Dr. Thomas Strunk (CAS), at-large (f-e-15,3) at large
Dr. Amit Sen (Economics) (f-e-16,3) WCB
Dr. Hema Krishnan (Mgmt/Entre)) (f-e-15,3) WCB
Dr. Betsy List (Nursing) (f-e-16,3) CPS
Dr. Renee’ Zucchero – (Psychology) (f-e-14,3) CPS
Dr. Paul Fiorelli, Dir. of Xavier Center for Bus. Ethics & Social Resp. (x) (non-voting)
11. THE FACULTY COMMITTEE

**Charge:**
The Faculty Committee, elected annually by the faculty, is the official representative body of the faculty. This committee is advisory to the Provost and Chief Academic Officer and has access to the President.

**Membership:**
The Faculty Committee consists of nine (9) tenured or tenure-track faculty members elected by the faculty so as to provide two and no more than four members from any college. Their terms of office are three years. The Committee elects its own Chair.

**Reporting:**
The Faculty Committee reports to the Provost and Chief Academic Officer.

**Current Membership:**
<table>
<thead>
<tr>
<th>Name</th>
<th>College</th>
<th>Term</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Linda Schoenstedt (CPS)</td>
<td>CPS</td>
<td>f-14,3</td>
<td>Chair 2016-2017</td>
</tr>
<tr>
<td>Dr. Tina Davlin-Pater (CPS)</td>
<td>CPS</td>
<td>f-e-15,3</td>
<td></td>
</tr>
<tr>
<td>Dr. Lisa Jutte (CPS) – at large</td>
<td>CPS</td>
<td>f-e-15,3</td>
<td></td>
</tr>
<tr>
<td>Dr. Debra VanKuiken, (CPS)</td>
<td>CPS</td>
<td>f-e-16,3</td>
<td></td>
</tr>
<tr>
<td>Dr. Rick Mullins, (CAS)</td>
<td>CAS</td>
<td>f-e-16,3</td>
<td></td>
</tr>
<tr>
<td>Dr. Ben Chamberlain, (CAS)</td>
<td>CAS</td>
<td>f-e-16,3</td>
<td></td>
</tr>
<tr>
<td>Dr. Julia O’Hara (CAS)</td>
<td>CAS</td>
<td>f-e-15,3</td>
<td></td>
</tr>
<tr>
<td>Dr. Thilini Ariyachandra (WCB)</td>
<td>WCB</td>
<td>f-e-16,3</td>
<td></td>
</tr>
<tr>
<td>Dr. Hasan Faruq (WCB)</td>
<td>WCB</td>
<td>f-e-15,3</td>
<td></td>
</tr>
</tbody>
</table>
12. FACULTY DEVELOPMENT COMMITTEE

**Charge:**
The Faculty Development Committee:

1. Advises the Associate Provost for Academic Affairs on the policies for the developmental activities that enhance teaching and scholarly activity.

2. Reviews all applications for Faculty Development Research Grants, Summer Fellowships, Jesuit Community Fellowship, and Wheeler Awards and submits ranked proposals to the Provost and Chief Academic Officer through the Associate Provost for Academic Affairs.

3. Faculty Development Committee members applying for a Faculty Development Award (e.g. Wheeler, Summer Fellowship, or leave), must recuse themselves from ALL discussions pertaining to that award category.

**Membership:**
The Committee consists of five (5) tenured or tenure-track faculty members of the Faculty Assembly (at least one from each college) elected by the Faculty Assembly. The Associate Provost for Academics is an ex-officio, non-voting member. The chair is a tenured faculty member and is elected by the committee.

**Reporting:**
The committee acts in an advisory capacity to the Associate Provost for Academic Affairs. The committee chairperson together with the Associate Provost for Academic Affairs reports to the Provost and Chief Academic Officer. A selected liaison reports to the Faculty Committee.

**Current Membership:**

<table>
<thead>
<tr>
<th>Name</th>
<th>College (Term)</th>
<th>Chair (Term)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Mack Mariani, (CAS)</td>
<td>(f-e-14,3)</td>
<td>(2016-17)</td>
</tr>
<tr>
<td>Dr. Leslie Prosak-Beres,</td>
<td>(CPS) (f-e-16,3)</td>
<td></td>
</tr>
<tr>
<td>Dr. Hem Raj Joshi (CAS),</td>
<td>(f-e-16,3)</td>
<td>at large</td>
</tr>
<tr>
<td>Dr. Tim Quinn (CAS) – at</td>
<td>(f-15,3)</td>
<td>CAS</td>
</tr>
<tr>
<td>Dr. Tim Kruse (WCB) (f-e-16,3)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dr. Mee-Shew Cheung (WCB)</td>
<td>(f-e-16,3)</td>
<td>at large</td>
</tr>
<tr>
<td>Dr. Steve Herbert, Associate Provost for Academic Affairs (x)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Representing:

- CAS
- CPS
- WCB
13. FACULTY HEARING COMMITTEE

Charge:
The Faculty Hearing Committee will be called into session to hear appeals in the following areas:

a) Charges of substantive violation of a faculty member’s academic freedom,
b) dismissal of a tenured faculty member,
c) termination of an unexpired contract,
d) termination of a tenured appointment on the grounds of financial exigency,
e) other grievances not resolved by collegial action,
f) a negative tenure recommendation by the University Rank and Tenure Committee,
g) a negative promotion recommendation by the University Rank and Tenure Committee

The processes for filing a grievance and conducting a hearing are specified in the Faculty Handbook, pages 26-27.

Membership:
The membership consists of five (5) tenured members of the faculty. Three (3) members of this committee serve staggered three-year terms and are elected by the Principal Faculty such that each College has one member on the committee. Two (2) of the members serve staggered two-year terms and are appointed by the President. Each year, the members of the committee elect a Chair from their number.

Reporting:
The Committee reports to the President in the manner specified in the Faculty Handbook.

Current Membership:

<table>
<thead>
<tr>
<th>Name</th>
<th>Representing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Leslie Prosak-Beres</td>
<td>CPS</td>
</tr>
<tr>
<td>Dr. Christian Mastilak</td>
<td>any college</td>
</tr>
<tr>
<td>Dr. Kathleen Smythe</td>
<td>CAS</td>
</tr>
<tr>
<td>Dr. Carol Winkelmann</td>
<td>any college</td>
</tr>
<tr>
<td>Dr. Elaine Crable</td>
<td>WCB</td>
</tr>
</tbody>
</table>

Dr. Carol Winkelmann (CAS (f-e-14,3 spring 16) replacing Mary Walker

Office of the Provost and CAO -15- membership updated 4/6/2017
HIGHLIGHTED ITEMS INDICATE REPLACEMENTS OR RE-APPOINTMENTS ARE PENDING
14. FINANCIAL AID AND SCHOLARSHIP COMMITTEE

**Charge:**
The Financial Aid and Scholarship Committee has as its purpose the development and review of financial aid and scholarship policies and the selection of candidates to receive scholarships. The committee serves in an advisory capacity to the Director of Financial Aid.

**Membership:**
The membership consists of five (5) faculty representing three (3) colleges nominated by the Faculty Committee, one (1) administrator representing Student Affairs recommended by the Associate Provost for Student Affairs, and one (1) administrator representing Student Enrichment recommended by the Assistant Provost for Student Enrichment, the Director of the TRIO Program, two (2) students recommended by Student Government, an Associate Dean of one of the Colleges recommended by the CAO, the Dean of Undergraduate Admission and Financial Aid and the Vice President for Enrollment Management. The co-chairs are the Dean of Undergraduate Admission and Financial Aid and a faculty member as elected by the Committee.

**Reporting:**
The Committee reports to the Provost and Chief Academic Officer.

**Current Membership:**
- Ms. Donna Salak, Director, Financial Aid Operations, CHAIR
- Dr. Marco Fatuzzo (CAS) (f-14,3) Faculty Co-Chair 2015-17
- Dr. Kate Loveland (WCB) (f-15,3)
- Dr. Jim Snodgrass, (at large) (CAS) (f-14,3) 1/3/17-completing term of R. Chrastil
- Dr. Rich Schnipke (at large) (CAS) (f-15,3)
- Dr. Julie Kugler-Ackley (CPS) (f-15,3)
- Dr. Tara Scarborough, Student Affairs, (ste-14,3)
- Ms. Kim Diehl, Student Enrichment, (ste-14,3)
- Dr. Daniel McSpadden (x)
- McKenzie Lauver (s) – 2016-2017
- Caleb Mickler (s) – 2016-2017
- Dr. Rachel Chrastil, Associate Dean of CAS (a-p, 16,3) starting 1/3/2017
- Ms. Lauren Cobble (x)
- Ms Christine Sisson, staff to committee

Representing:
- Enrollment Management
- CAS
- WCB
- any college
- any college
- CPS
- Student Affairs
- Student Enrichment
- TRiO
- SGA
- SGA
- Associate Dean any college
- Undergraduate Admission
- Financial Aid
15. INSTITUTIONAL REVIEW BOARD

Charge:
The Institutional Review Board reviews for approval research involving human subjects. Any research project involving human subjects which is conducted by Xavier University faculty, staff or students or which takes place on the Xavier University campus is subject to review and approval by the IRB. The purpose of the IRB is to protect human subjects used in research and to assist faculty, students and staff in the pursuit of knowledge through research that reflects the ethical standards of Xavier University.

Membership:
The Institutional Review Board will consist of at least seven members appointed by the President after being recommended by the Provost and Chief Academic Officer in conjunction with the Associate Provost for Academic Affairs, the Deans and the Faculty Committee. The members will represent areas of expertise from which protocols are expected to be generated. At least two members should represent the community in which Xavier is located and whose members might be recruited as individuals to cooperate in research. At least one IRB member must have expertise in Bioethics.

Reporting:
The committee reports to the Provost and Chief Academic Officer.

Current Membership:
- Dr. Morell Mullins, Chair (f-p) Associate Professor of Psychology, faculty
- Dr. James Loveland, (f-p) Professor of Marketing, faculty
- Ms. Joanne Estes, (f-p) Assistant Professor of Occupational Therapy, faculty
- Dr. Charles Grossman, (f-p) Professor of Biology, faculty
- Dr. Butch Losey, (f-p) (CPS – Counseling), faculty
- Dr. Linda Moore, (f-p) Associate Professor of Nursing, faculty
- Dr. Heidi Park, (f-p) Assistant Professor, Theology, faculty
- Dr. Tammy Sommentag, (f-p) (CPS – Psychology), faculty
- Dr. Michael J. Colligan, (c-p) (CPS – Psychology), community
- Ms. Christine Shimrock (c-p)

Alternate Members:
- Dr. Kristin Kent
- Dr. Michael Meier
16. LIBRARY COMMITTEE

**Charge:**
The Library Committee:

1. reviews and recommends new (or revisions to existing) Library policies,
2. receives and reviews periodic reports prepared by the University Library Director on its operations and makes recommendations based on these reports,
3. advises the University Library Director on budgetary matters, and
4. at the request of the Provost and Chief Academic Officer or the Associate Provost for Information Technologies and Chief Information Officer participates in the evaluation of Library operations.

**Membership:**
Membership consists of four (4) faculty members (at least one from each college) elected by the Faculty Assembly, two (2) students recommended by Student Government (SGA), two professional librarians recommended by the University Library Director, and up to two (2) additional Presidential appointments. The University Library Director is an ex officio, non-voting member. The chair is elected by the committee.

**Reporting:**
The committee reports to the Provost and Chief Academic Officer and a selected liaison reports to the Faculty Committee.

**Current Membership:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Representing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Rhonda Norman (CPS) (f-e-14,3), Chair 2016-17</td>
<td>CPS</td>
</tr>
<tr>
<td>Dr. Kristen Renzi (CAS) (f-e-16,3),</td>
<td>CAS</td>
</tr>
<tr>
<td>Dr. Kate Loveland (WCB) (f-e-15,3)</td>
<td>WCB</td>
</tr>
<tr>
<td>Ms. Mary Lisa Vertuca (CPS) (f-e-15,3)</td>
<td>CPS</td>
</tr>
<tr>
<td>Ms. Marty Ferrell</td>
<td>Librarian</td>
</tr>
<tr>
<td>Ms. Michelle Early</td>
<td>Librarian</td>
</tr>
<tr>
<td>Ms. Alison Morgan (x)</td>
<td>Librarian</td>
</tr>
<tr>
<td>Ken Gibson (x), Director, University Library</td>
<td>(non-voting)</td>
</tr>
<tr>
<td>Alex Brauer (st-ap-16,3)</td>
<td>Presidential appointment</td>
</tr>
<tr>
<td>Beth Tracy-Kaliski (st-ap-16,3)</td>
<td>Presidential appointment</td>
</tr>
<tr>
<td>Donald Menke (s) – 2016-2017</td>
<td>SGA</td>
</tr>
<tr>
<td>Riley Meyerratken (s) – 2016-2017</td>
<td>SGA</td>
</tr>
</tbody>
</table>
17. UNIVERSITY RANK AND TENURE COMMITTEE

_Charge:_
The University Rank and Tenure Committee reviews all recommendations and applications for the promotion and tenure of faculty. The committee makes its recommendations to the President regarding promotion and tenure. A fuller description of this committee's responsibilities is in the Faculty Handbook.

_Membership:_
Seven (7) tenured, full professors comprise the voting members of the University Rank and Tenure Committee with two members coming from each college, except in the case of the College of Arts and Sciences, which shall be represented by three members, with one or two of these members from the following departments: biology, chemistry, physics, mathematics and computer science. The Provost and Chief Academic Officer is the chairperson and is a non-voting member. Each year the Principal Faculty elect, in a fixed rotation, one or two full professors to the University Rank and Tenure Committee for a three-year term. These staggered terms provide for election of at least one full professor from each of the three colleges.

Each college nominates two tenured, full professors for its opening. The members of the Committee are elected by all of the Principal Faculty.

.Reporting:_
The University Rank and Tenure Committee reports through the Provost and Chief Academic Officer to the President.

_Current Membership:_
Dr. Brian Levin-Stankevich, Chair (x), Interim Provost & CAO
Dr. Gary Lewandowski (CAS) (f-e-16,3)
Dr. Marco Fatuzzo (CAS) (f-e-15,3)
Dr. Karim Tiro (CAS) (f-e-14, 3)
Dr. Brent Richardson (CPS) (f-e-16,3)
Dr. Susan Schmidt (CPS) (f-e-15,3)
Dr. Shelly Webb (WCB) (f-e-16,3)
Dr. Amit Sen (WCB) (f-e-14,3)

_Representing:_
Provost & CAO (non-voting)
CAS – computer science
CAS - physics
CAS
CPS
CPS
WCB
WCB
1. ATHLETIC ADVISORY BOARD

**Charge:**
The Athletic Advisory Board serves as an advisor to the President through the Administrative Vice President on matters pertaining to the Department of Intercollegiate Athletics. It acts in a timely manner as: (1) a sounding board for issues and decisions; (2) a source of new ideas from outside the Athletic Department and the University; (3) a source of insight regarding the impact of decisions on student athletes, alumni and friends. It also provides regular communication to and from all constituencies it represents.

**Membership:**
The membership consists of the Chair (a faculty member appointed by the President in consultation with the Faculty Committee), two (2) faculty members recommended by Faculty Committee and one (1) administrator recommended by the Administrative Vice President, two (2) students recommended by Student Government, two (2) Xavier Alumni or University Friends recommended by the Executive Director of the Alumni Association, and one NCAA Faculty Representative. The Administrative Vice President, the Athletic Director and the primary administrator for women's athletics serve as staff to the committee.

**Reporting:**
The Committee reports to the President through the Administrative Vice President.

**Current Membership:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Brent Richardson</td>
<td>Chair</td>
<td>Presidential appt</td>
</tr>
<tr>
<td>Dr. Tom Kessinger</td>
<td>faculty</td>
<td>f-14,3</td>
</tr>
<tr>
<td>Dr. David Randolph</td>
<td>faculty</td>
<td>f-15,3</td>
</tr>
<tr>
<td>Ms. Sarah Brinker-Good</td>
<td>administrative staff</td>
<td>ste-15,3</td>
</tr>
<tr>
<td>Ms. Isabel Roberts-Hamilton</td>
<td>SGA</td>
<td>s – 2016-2017</td>
</tr>
<tr>
<td>Ms. Tianna Vozar</td>
<td>SGA</td>
<td>s – 2016-2017</td>
</tr>
<tr>
<td>Mr. Paul McCauley</td>
<td>alumni</td>
<td>a-15,3</td>
</tr>
<tr>
<td>Ms. Amanda Lang Wetterer</td>
<td>alumni</td>
<td>a-15,3</td>
</tr>
<tr>
<td>Sr. Rose Ann Fleming</td>
<td>NCAA Faculty Rep.</td>
<td>x</td>
</tr>
<tr>
<td>Dr. Christian End</td>
<td>NCAA Faculty Rep.</td>
<td>(as of 2016-2017)</td>
</tr>
</tbody>
</table>

**Staff:**

- Dr. John Kucia, Administrative Vice President
- Mr. Greg Christopher, Director of Athletics
- Dr. Susan Lipnickey, Senior Women’s Administrator
2. BENEFITS COMMITTEE

**Charge:**
The University Benefits Committee has as its purpose the review of the University's fringe benefits package and proposed changes in benefits.

**Membership:**
The membership consists of five (5) faculty members recommended by the Faculty Committee, four (4) exempt personnel and four (4) non-exempt recommended by the Staff Advisory Committee to the Provost and CAO. The co-chairs are an (administrative) exempt personnel jointly appointed by the Administrative Vice President and the Sr. Vice President and CFO, and a faculty member elected by the committee.

**Reporting:**
The committee reports to the Administrative Vice President and the Sr. Vice President and CFO.

**Current Membership:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Brian Balyeat, faculty co-chair (f-14, 3)</td>
<td>Faculty</td>
</tr>
<tr>
<td>Dr. David Gerberry, (f-16, 3)</td>
<td>Faculty</td>
</tr>
<tr>
<td>Dr. Laura Youderian (f-14, 3)</td>
<td>Faculty</td>
</tr>
<tr>
<td>Dr. Richard Mullins (f-16, 3)</td>
<td>Faculty</td>
</tr>
<tr>
<td>Dr. David Rodick (f-14,3)</td>
<td>Faculty</td>
</tr>
<tr>
<td>Mr. Doug Riga, administrative co-chair (ste-14,3)</td>
<td>Exempt staff</td>
</tr>
<tr>
<td>Ms. Martha Capannari (ste-15,3)</td>
<td>Exempt staff</td>
</tr>
<tr>
<td>Ms. Jen Franchak (ste-15,3)</td>
<td>Exempt staff</td>
</tr>
<tr>
<td>Ms. Mary Ann Grimsley (ste-15,3)</td>
<td>Exempt staff</td>
</tr>
<tr>
<td>Ms. Cheryl McElroy (ste -16,3)</td>
<td>Exempt staff</td>
</tr>
<tr>
<td>Ms. Crystal Guffey (st-14,3)</td>
<td>Non-exempt staff</td>
</tr>
<tr>
<td>Ms. Kim Diehl (st-16,3)</td>
<td>Non-exempt staff</td>
</tr>
<tr>
<td>Ms. Terri Millennor (st-16,3)</td>
<td>Non-exempt staff</td>
</tr>
</tbody>
</table>

**Staff:**
Suzanne Leiker, Director, Payroll & Disbursements
Sarah Densford, Total Rewards and HRIS
Shawn Schuler, Assistant VP, Budgets
3. COMMENCEMENT COMMITTEE

**Charge:**
The Commencement Committee is responsible for planning and implementing the Commencement Exercises.

**Membership:**
The membership consists of three (3) faculty members recommended by the Faculty Committee, Provost and Chief Academic Officer or designee (Chair), Associate Provost for Academic Affairs and Dean of the Graduate School, Registrar, an Assistant Registrar, five (5) undergraduate students recommended by Student Government, one (1) graduate student recommended by the Provost and Chief Academic Officer, Director of Public Safety/Chief of Campus Police, representatives from the Office of University Communications, Executive Director of the Alumni Association, Director of Special Events and Protocol, Associate Provost for Student Affairs, Coordinator of Arena Events and the Associate Vice President for Facility Management (Cintas Center), and up to two (2) additional Presidential appointments.

**Reporting:**
Commencement Committee reports to the Provost and Chief Academic Officer.

**Current Membership:**

<table>
<thead>
<tr>
<th>Representing</th>
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</thead>
<tbody>
<tr>
<td>Dr. Andrea Wawrzusin (x), Registrar, Co-chair</td>
</tr>
<tr>
<td>Bro. Darrell Burns (x), Co-chair</td>
</tr>
<tr>
<td>Dr. Brian Levin-Stankevich (x), Interim Provost and Chief Academic Officer</td>
</tr>
<tr>
<td>Dr. Richard Mullins (f-16,3)</td>
</tr>
<tr>
<td>Dr. Mee-Shew Cheung (f-16,3)</td>
</tr>
<tr>
<td>Dr. Elisabeth Macrum (f-16,3)</td>
</tr>
<tr>
<td>Mr. Jack Fussinger (p-st)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Representing</th>
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</thead>
<tbody>
<tr>
<td>Adaolisa Nnaji (s) – 2016-2017</td>
</tr>
<tr>
<td>Jai Taylor (s) – 2016-2017</td>
</tr>
<tr>
<td>Ms. Kim Costanzo (x)</td>
</tr>
<tr>
<td>Mr. Joe Milek (x), Director, Assistant Registrar</td>
</tr>
<tr>
<td>Ms. Whitney Costner (x),</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Representing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Joshua Grace (x), Assoc Provost AA and Dean Grad School</td>
</tr>
<tr>
<td>Dr. Steve Herbert (x) Assoc Provost for Student Affairs</td>
</tr>
<tr>
<td>Mr. Dave Johnson (x),</td>
</tr>
<tr>
<td>Ms. Kelly King (x)</td>
</tr>
<tr>
<td>Mr. Stacy Decker (x), Associate Director, Campus Services</td>
</tr>
<tr>
<td>Mr. Michael Riesenbeck, Coordinator – Arena Events, Cintas Center</td>
</tr>
<tr>
<td>Mr. Joseph Ventura (x), Executive Director Alumni Association</td>
</tr>
</tbody>
</table>

**Staff:**

Ms. Deb Del Valle, Video & Web Producer, University Communications
Ms. Margaret Maybury, Psychology Department Program Coordinator
4. COMMUNICATIONS AND MARKETING NETWORK

Charge:
The Communications and Marketing Network advises the Office of University Communications on communications and marketing strategies and initiatives that impact the entire university. The committee meets quarterly during the academic year to help Xavier manage its reputation, share pertinent information, integrate and align marketing efforts, and leverage mutual interests.

Membership:
The membership consists of three faculty members, one from each of the respective colleges of the University appointed by the President upon the recommendation of the Faculty Committee. One additional faculty member, preferably from Marketing, Communications, Information Resources or Computer Science, by Presidential appointment. Each Vice President, as well as the Associate Provost for Student Affairs and the Assistant Provost for Student Enrichment, or their specific communications designee from their division. One representative from each enrollment center including Undergraduate Admission, CAPS, Graduate Services and MBA. The Director of Athletic Marketing.

The council is led by the Office of University Communications and chaired by the Offices’ Executive Director.

Reporting:
The Committee reports to the President. The Chair will brief the President at least two times throughout the year on the work of the Committee; however, minutes of each meeting will be taken and distributed through appropriate University channels to apprise the University on the committee’s meeting.

Current Membership | Department | Representing
--- | --- | ---
Doug Ruschman, Chair, (x), | University Communications | Marketing faculty
Dr. James Loveland (ap-16, 3) | Marketing/WCB | WCB
Dr. David Houghton (ap-16, 3) | Marketing/WCB | CPS
Dr. Elisabeth Macrum (ap-16, 3) | Sports Studies | CAS
Dr. Heidrun Schmitzer (ap-14, 3) | Physics | Enrollment
Roger Bosse (x), | Graduate School | Enrollment
Lauren Cobble (x), | Undergraduate Admission/ | Enrollment
Kimberly Dulin (x), | CAPS | Enrollment
Mike Dunn (x), | Cintas Center | University Administration
Rachel Biesik (x), | Physical Plant | Financial Administration
Brian Hicks (x), | Athletics | University Administration
Dave Johnson (x), | Associate Provost for Student Affairs | University Relations
Lori Johnson (x), | Assistant Provost for Student Enrichment | Student Life and Leadership
Leigh Ann Fibbe (x), | Annual Fund | University Relations
Leah Busam-Klenowski (x), | Student Involvement | University Relations
Trinity Lamping (x), | Alumni Relations and Annual Fund/ | University Relations
Emily Shipley (x), | Director of Institutional Research | University Relations
Joe Shadle (x), | Mission and Identity | University Relations
Sarah Barchick (x), | MBA Graduate Admission | University Relations

Staff
Megan McCarty | University Communications |
Kevin Lavelle | University Communications |
Kim Costanzo | University Communications |

Office of the Provost and CAO -23- membership updated 4/6/2017
HIGHLIGHTED ITEMS INDICATE REPLACEMENTS OR RE-APPOINTMENTS ARE PENDING
5. **DIVERSITY AND EQUITY COMMITTEE (DEC) CURRENTLY UNDER REVISION**

**Charge:**
The Diversity and Equity Committee (DEC) is charged by the President with facilitating and advocating for the institutional support of the Strategic Plan for Diversity, in conjunction with the Assistant to the President for Diversity & Equity. It will issue a summary and evaluation of institutional progress under the Plan, along with recommendations for improvement, in an annual report to the President.

The DEC will also serve as a sounding board for the campus community on matters related to the climate for diversity. In that capacity, it will regularly solicit information regarding the campus climate from various campus constituencies and the campus as a whole and issue findings and recommendations for improvement in its annual report to the President.

**Membership:**
The membership consists of three (3) faculty members one from each college recommended by the Faculty Committee, Assistant to the President for Diversity & Equity, Assistant to the President -Mission & Identity, Vice President for Enrollment Management, Director, Office of Multicultural, Gender and Women’s Center, Dean of the Center for Adult and Part-time Students, Director, International Student Services, Director of the Learning Assistance Program, Director of CBI, Director of National Alumni Assoc., Director of the Gender and Diversity Studies Program, one (1) support staff recommended by the Assistant Vice President for Human Resources, one (1) graduate student recommended by the Assistant Vice President for Human Resources, one (1) graduate student recommended by the Graduate Student Association.

**Current Membership:**
- (x) Chair, Assistant to the President for Diversity & Equity
  - Dr. Adam Clark (CAS) (f-13,3)
  - Dr. Hasan Faruq (WCB) (f-12,3)
  - Dr. Winston Vaughan (CPS) (f-14,3)
- Dr. Debra Mooney (x) Assistant to the President/CMO
- Mr. Terry Richards (x) Vice President for Enrollment Management
- Ms. Tekea Howard (x) Interim Director, Multicultural, Gender and Women’s Center
- Ms. Patricia Meyer (x) Director, Weekend Degree Program, Center for Adult and Part-time Students
- Ms. Lea Minniti (x) Director for International Student Services
- Ms. Stephanie Daniels (x) Assistant Director of the Learning Assistance Center
- Ms. Cassandra Jones, Assistant Director, Disability Services, LAC
- Ms. Liz Blume (x) Director of the Community Building Institute
- Mr. Joe Ventura (x) Director of the National Alumni Association
- Dr. Brent Blair (x) Director, Gender and Diversity Studies Program
- Dr. Ryan Moran (gs-13, 1)
- Ms. Rita Winters (ss-13)

**Staff:**
- Dr. Steve Herbert, Associate Provost for Academic Affairs and Dean of the Graduate School
- Ms. Emily Shipley, Director of Institutional Research
- Ms. Carol Maegly, Assistant Vice President for Provost Budget and Planning
- Ms. Connie Perme, Associate Vice President for Human Resources
6. **GRIEVANCE COMMITTEE**

**Charge:**
This Committee meets upon the request of the Assistant Vice President for Human Resources at Step IV in the Grievance Process as described in Section 3.73 of the Xavier University Policy and Procedure Manual. The committee hears complaints which a staff member may have regarding conditions of University employment.

**Membership:**
The membership consists of a committee of five individuals - two (2) faculty members nominated by the Faculty Committee, one (1) administrator and two (2) support staff recommended to the President by the Staff Advisory Committee. The Chair will be appointed by the President in consultation with the Chair of the Faculty Committee and the Assistant Vice President for Human Resources. The Assistant Vice President for Human Resources serves as staff to the committee.

**Reporting:**
The committee will make a recommendation to the President within one week of the hearing.

<table>
<thead>
<tr>
<th>Current Membership</th>
<th>Representing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Kathy Winterman (CPS) (f-16,3)</td>
<td>Faculty</td>
</tr>
<tr>
<td>Dr. Judi Godsey (CPS) (f-15,3)</td>
<td>Faculty</td>
</tr>
<tr>
<td>Mr. Glen Arnold (ste-p-15,3)</td>
<td>Staff appt</td>
</tr>
<tr>
<td>Andrea Mersman (ste-p-16,3)</td>
<td>Staff appt</td>
</tr>
<tr>
<td>Mr. Michael Svhlik (ste-p-15,3)</td>
<td>Admin Staff appt</td>
</tr>
</tbody>
</table>
7. PARKING COMMITTEE

Charge:
The Parking Committee is responsible to make recommendations for:

- Overall policies and procedures for the regulation of parking on campus
- Fees to be charged for parking
- Areas on or contiguous to campus on which parking spaces may be created
- Alternatives to handling parking when construction of University facilities eliminates existing parking spaces
- Procedures for ensuring that all stakeholders, students, faculty, staff and visitors (e.g. basketball premium seat holders) receive and understand clear communication regarding normal parking processes and necessary changes to those processes for special events (e.g. men’s basketball games on class nights).

Members:
The membership consists of two (2) students (one undergraduate and one graduate) recommended by the Student Government Association and the Graduate Student Association respectively, three (3) faculty members representing each college, recommended by the Faculty Committee, two (2) Administrators (exempt staff) designated by the Senior Vice President and CFO, two (2) support staff (non-exempt staff) recommended by the Senior Vice President and CFO.

The Committee is chaired by an Administrator appointed by the Senior Vice President and CFO and a faculty member elected by the committee.

Reporting:
The Parking Committee reports to the Senior Vice President and CFO.

Current Membership:

<table>
<thead>
<tr>
<th>Name</th>
<th>Representing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Bill Moran, Co-Chair (x)</td>
<td>Administrator</td>
</tr>
<tr>
<td>Dr. Lynda Kilbourne (WCB), (f-14,3) – Faculty co-chair</td>
<td>WCB faculty</td>
</tr>
<tr>
<td>Dr. Justin Link (CAS) (f-16,3)</td>
<td>CAS faculty</td>
</tr>
<tr>
<td>Dr. Cheryl Jonson (CPS) (f-15,3)</td>
<td>CPS faculty</td>
</tr>
<tr>
<td>Ms. Julie Ridge (st-15,3)</td>
<td>Staff</td>
</tr>
<tr>
<td>Ms. Sidnie Reed (st-15,3)</td>
<td>Staff</td>
</tr>
<tr>
<td>Ms. April Robles (ste-15,3)</td>
<td>Admin Staff</td>
</tr>
<tr>
<td>Mr. Greg McMullen (ste-15,3)</td>
<td>Admin Staff</td>
</tr>
<tr>
<td>Katie Weiskircher (gs) – 2016-2017</td>
<td>GSA</td>
</tr>
<tr>
<td>Brandon Luther (s) – 2016-2017</td>
<td>SGA</td>
</tr>
</tbody>
</table>

Staff:
Mr. Jim Bergen, Project Manager for Associate Vice President for Facility Management
Mr. Joe Milek, Director, Public Safety/Chief of Campus Police
Mr. Michael Riesenbeck, Arena Events & Guest Services Coordinator, Cintas Center
8. CAMPUS SAFETY COMMITTEE

Charge:
The Campus Safety Committee (CSC) is a university committee that represents the perspective of the entire university and serves as an advising and recommending body on matters of campus safety that broadly impact the campus and our campus community members. In fulfilling this charge the CSC will identify and recommend prioritized actions to enhance campus safety and to provide for continuous improvement in safety awareness and safety results. CSC members also make recommendations and act to develop and continue a culture of safety, a culture that values safety broadly and deeply at Xavier, where a safe campus for all is viewed as an important individual and collective responsibility, and where campus safety is part of what all employees and students think about and act on.

The CSC recognizes that other groups such as: XUPD, Physical Plant, Health & Wellness, Title IX, Student Integrity, and others perform safety-related functions and will collaborate with these groups on specific issues.

Membership:
The membership consists of ex officio and appointed members. All members have voting privileges.

Ex-officio members are: Vice President for Business Services and Risk Management, the Lieutenant - Clery Compliance and Safety, the Chief of Police, the Crime Prevention/Training Sergeant, and senior managers from Communications, Residence Life and Physical Plant.

Appointed members are: Three (3) faculty members, one from each college, recommended by the Faculty Committee, two (2) staff recommended by the Staff Advisory Committee (SAC) and two (2) students, one undergraduate recommended by Student Government Association and one graduate student recommended by the Graduate Student Government Association. Appointed faculty and staff members will serve a term of three (3) years with a rotation set up for the initial appointment to lag the membership. Students will serve a one-year term.

Representatives from the Norwood Police Department and the Cincinnati Police Department generally will be invited to participate in Committee meetings.

The SC is co-chaired by the Chief of Police and a faculty member elected by SC members from among the faculty appointed to the SC. As a recommending body, generally the SC will reach agreement by consensus. The SC is staffed by the Manager, Support Services – Business Services & Risk Management who is responsible for coordinating administrative matters for the SC as well as keeping minutes of the proceedings of meetings.

Reporting:
The SC reports to the President through the Senior Vice President and CFO.

• All minutes will be approved by the SC.
• At least once a semester, the SC Co-chairs will provide a SC update to the Cabinet by way of the Senior Vice President and CFO.
• The SC Co-Chairs will provide a comprehensive, yearly report to the Cabinet, the Faculty Committee and the Staff Advisory Committee by way of the Senior Vice President and CFO.

Current Membership:

Representing
Joe Milek, Director, Chair (x) voting
Cheryl Jonson (CPS) – (f-15,3) -- Faculty Co-chair
Charles Grossman (CAS) – (f-15,3)
Christian Mastilak (WCB) – (f-15,3)
Ernie Sparks (SAC) – (ste-15,3)
Rick Lopez (SAC) – (ste-15,3)
Michael Krauza (s) – 2016-2017
Rachel Helt (gs)
Shawn Bryce, (x) voting
Jeff Coleman , (x) voting
Kenneth Grossman, (x) voting
Mark Hanlon, (x) voting
Lori Lambert, (x) voting
Doug Ruschman, (x) voting
Denny Singel, Staff to Committee

Public Safety/ Chief of Campus Police (x)
CPS Faculty
CAS Faculty
WCB Faculty
Staff aptt
SGA
Crime Prevention and Training Sergeant
VP for Business Services and Risk Management
Clery Compliance and Safety
Associate Director, Physical Plant
Sr. Director, Residence Life
Executive Director, University Communications
Manager Support Services

Office of the Provost and CAO -27- membership updated 4/6/2017

HIGHLIGHTED ITEMS INDICATE REPLACEMENTS OR RE-APPOINTMENTS ARE PENDING
9. STAFF ADVISORY COMMITTEE

Charge:
The Staff Advisory Committee will provide a forum for open communication and ongoing dialogue between exempt
and non-exempt staff employees and administration on University strategic direction and initiatives. This committee
will report to the Senior Executive Team (SET) through the Provost and Chief Academic Officer. The Staff
Advisory Committee will recommend exempt and non-exempt staff employees for consideration by the President of
the University for appointment to the University Planning and Resourcing Council. The Staff Advisory Committee
will also recommend staff employees for other academic and University committees where staff have a role. These
recommendations will be made to the Provost and Chief Academic Officer.

Membership:
The membership consists of fifteen (15) exempt and non-exempt staff employees. Once the Staff Advisory
Committee is established, five (5) members are elected each year for a three year term. No more than three
members from any area may serve at the same time. The Staff Advisory Committee elects its own Chair.

Reporting:
The Staff Advisory Committee reports to the SET through the Provost and Chief Academic Officer.

Current Membership:
Greg Carpinello, Chair (ste-e, 14,3)
Kevin Lavelle, Chair-elect (ste-e, 15,3)
Lori “Bert” Lambert (ste-e, 14,3)
Pamela Sanders (st-e, 14,3)

Brandi Bryant (st-e,15,3)
Audrey Calloway (st-e, 15,3)
Lauren Cobble (st-e,15,3)
David Justice (st-e, 15,3)
Darien Richardson (st-e, 15,3)

Mary Beth Dulle (st-e, 16,3)
Tina Farrell (st-e, 16,3)
Jody Jenike (st-e, 16,3)
Mason Rick (st-e, 16,3)
Don Reichman (st-e, 16,3)
Angela Wyss (st-e, 16,3)

Note: The committee does not address issues or concerns on matters related to terms or conditions of employment.
10. UNIVERSITY CALENDAR COMMITTEE

**Charge:**
The University Calendar Committee formulates and recommends the academic year calendar, proposes policies and processes for scheduling of University programs and events, and works to ensure proper and timely dissemination of all University calendars and scheduled events.

**Membership:**
The membership consists of the Provost and Chief Academic Officer or designee as Chair, the Administrative Vice President, the Associate Provost for Student Affairs, the Registrar, the Associate Provost for Academic Affairs and Dean of the Graduate School, two faculty members, a representative from the Student Government Association, and representatives from the Special Events/Cintas Center, Mission and Identity Office, and Human Resources.

**Reporting:**
The committee reports to the President.

**Current Membership:**
Dr. Andrea Wawrzunin, Chair, (x)  
Dr. Brian Levin-Stankevich (x), Interim  
Mr. Aaron Meis (x),  
Dr. Heather Balyeat (f-16,3)  
Dr. Julia O’Hara (f-16,3)  
Bro. Darrell Burns, S. J. (x),  
Ms. Marsha Burton (x),  
Ms. Leah Busam (x),  
Dr. Steve Herbert (x),  
Mr. Dave Johnson (x),  
Dr. John F. Kucia (x),  
Ms. Sarah Densford (x),  
Chris Harding (s) – 2016-2017

**Representing:**
Registrar - (Provost & CAO rep as Chair)  
Provost and Chief Academic Officer  
Enrollment Management  
Faculty  
Faculty  
Mission and Identity Representative  
Cintas, Special Events Representative  
Student Affairs Representative  
Associate Provost AA & Dean of the Grad School  
Associate Provost for Student Affairs  
Administrative Vice President  
HR/Benefits  
SGA
11. UNIVERSITY COMMITTEE ON PUBLIC HONORS

**Charge:**
The purpose of this committee is to recommend to the President, individuals, organizations and corporations who through their lives and accomplishments exemplify the spirit, the values and the Mission of Xavier University, and therefore, are deserving of public recognition by the university.

**Membership:**
The membership consists of the Provost and Chief Academic Officer, a representative of the Faculty Committee and one faculty member, two (2) students (one of whom is a representative from the Junior class), Vice President for University Relations, Director for Strategic Communications, the Executive Director of the Alumni Association, and the Awards Committee Chair of the National Alumni Association, and up to two individuals (administrators/staff) recommended by the Provost. The Committee is chaired by the Provost and Chief Academic Officer or designee and a faculty member elected by the committee.

**Reporting:**
The committee reports to the President.

**Current Membership:**

<table>
<thead>
<tr>
<th>Representing</th>
<th>Current Membership:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provost and Chief Academic Officer</td>
<td>Dr. Brian Levin-Stankevich, (x) (Chair) Interim</td>
</tr>
<tr>
<td>Faculty</td>
<td>Dr. Amy Whipple (f-15,3) (Co-Chair)</td>
</tr>
<tr>
<td>Faculty Committee Representative</td>
<td>Dr. Julia O’Hara (f-16,2)</td>
</tr>
<tr>
<td>Vice President for University Relations</td>
<td>Mr. Gary Massa, (x)</td>
</tr>
<tr>
<td>Director of National Alumni Association</td>
<td>Mr. Joseph Ventura, (x)</td>
</tr>
<tr>
<td>SGA</td>
<td>Caleb Mickler (s) – 2016-2017</td>
</tr>
<tr>
<td>SGA</td>
<td>Johnese Sherron (s) – 2016-2017</td>
</tr>
</tbody>
</table>

**Staff:**

Mr. Doug Ruschman, Executive Director, Office of University Communications
Ms. Jenny Thacker, Manager for Research
12. UNIVERSITY COMMITTEE ON THE STATUS OF WOMEN

**Charge:**
The purpose of the University Committee on the Status of Women is to:

- assure that equal consideration be given to women and men in all phases of the University operations.
- create an environment equally supportive of the achievements of both women and men.
- ensure full participation and encouragement of the contribution of women in pursuing the overall mission and goals of the University

**Reporting:**
The committee is advisory to the President of the University.

**Membership:**
All divisions of the University and all colleges of the University should have representation on the committee. Appropriate attention should be given to male and minority representation on the committee. The membership consists of the Assistant Vice President for Human Resources or the Vice Provost for Diversity or both (*Ex-officio*), Director for the Women’s Center, three faculty members recommended by the Faculty Committee (all three colleges represented) for three-year terms; seven staff members: three administrators, three support staff and one at-large appointed by the President upon the recommendation of the Vice Presidents for three-year terms. The chair is elected by the committee.

(Note: All seven divisions of the University should be represented by the administrative and support members.)

**Current Membership:**

Ms. Tekeia Howard, co-Chair, (x) Associate Director, Multicultural, Gender, and Women’s Center
Dr. Linda Schoenstedt, co-Chair, CPS, (f-12,3)
Dr. Shelly Webb, (WCB (f-14,3)
Dr. Heidrun Schmitter, CAS (f-13,3)
Ms. Kim Costanzo (ad-11,3)
Ms. Teresa Hardin (ss-11,3)
Ms. Deborah Kostoff, (st-12,3)
Ms. Mollie Labeda (at large-11,3)
Ms. Cheryl Nuñez (x), Vice Provost for Diversity
Ms. Kim Powers-Hoyt (p-ad,13,3)
Mrs. Kathy Riga (x) Assistant Vice President for Human Resources
open (p-ad, xx-x)
oppen (p-ss, xx-x)
13. THE UNIVERSITY CONDUCT BOARD

**Charge:**
The Board has equivalent authority to that of the Dean of Students and hears cases considered to be of the most serious nature. This Board is composed of students, faculty and administrators with sanctioning authority up to, and including dismissal from the University. The Board will make decisions based on information presented at a hearing, as well as prior student conduct violations for which the student was found responsible. Each member of this Board will receive training annually. The review of an appeal is conducted by the Associate Provost for Student Life and Leadership, or designee.

**Membership:**
The Hearing Board consists of eight (8) faculty members recommended to the President by the Faculty Committee, eight (8) administrators recommended by the Associate Provost for Student Affairs and ten (10) students recommended by the Student Government Association. The Chair is recommended from the current membership to the President by the Associate Provost for Student Affairs.

**Quorum:**
For the purpose of reviewing any case, the presence of at least six (6) members, plus the Chair, or designee, will constitute a quorum.

**Reporting:**
The University Conduct Board makes recommendations to the Associate Provost for Student Life and Leadership.

**Current Membership:**

Dr. Thilini Ariyachandra (WCB) (f-15,3)
Dr. Michelle Hall, (CPS) (f-14,3)
Dr. David Knutson (CAS) (f-16,3)
Dr. Debora Kuchey (CPS) (f-15,3)
Dr. James Wood (CAS) (f-16,3)
Dr. Esmeralda Nastase (CAS) (f-15-3)
**Dr. Linda Schoenstedt (CPS) (f-13,3)**
Dr. Eleni Tsalla (CAS) (f-14,3)

Mr. James Cosby (ste-14,3)
Ms. Jen Droege (ste-16,3)
Ms. Molly Dugan (ste-14,3)
Ms. Crystal Guffey (ste-14,3)
Mr. Jude Kiah (ste-16,3)
Ms. Barbara Turner Michaelson (ste-14,3)
Ms. May Lee Moua-Vue (ste-14,3)
Mr. Michael Svihlik (ste-16,3)

Arrington Blackman (s) – 2016-2017
Hayes Cheatham (s) – 2016-2017
Colin Lang (s) – 2016-2017
Connor Lang (s) – 2016-2017
Adaolisa Nnaji (s) – 2016-2017
Valerie Okpadile (s) – 2016-2017
Kion Rashidi (s) – 2016-2017
Madison Singler (s) – 2016-2017
Joshua VanDervort (s) – 2016-2017
Naomi Woodson-Levey (s) – 2016-2017

Ms. Jean Griffin, Director, Student Integrity (x)
14. UNIVERSITY HARASSMENT HEARING BOARD

**Charge:**
The University Harassment Hearing Board hears formal charges of harassment. A fuller description of the Harassment Code and Accountability Procedures (HCAP) is located on Xavier’s website:

[http://www.xavier.edu/hr/harassmentcode.pdf](http://www.xavier.edu/hr/harassmentcode.pdf)

**Membership:**
The Harassment Hearing Board consists of 24 members, selected as follows:

- Six members of the Board shall be appointed by the Faculty Committee from among the University faculty.
- Six members of the Board are selected from the exempt employees of the University, as defined by the Office of Human Resources, by the President or his designee.
- Six members of the Board are selected from the non-exempt employees of the University, as defined by the Office of Human Resources, by the President or his designee.
- Three members of the Board are selected by SGA (Student Government Association) from the undergraduate student population, and three members of the Board are selected by GSA (Graduate Student Association) from the graduate student population.

The Hearing Board selects a Chairperson from among its members.

**Current Membership:**
Dr. Laney Bender-Slack (f-16,3)
Dr. Kristen Renzi (f-16,3)
Dr. Liz Johnson (f-16,3)
Dr. Linda Schoenstedt (f-16,3)
Dr. Hem Raj Joshi (f-16,3)
Dr. Minerva Catral (f-16,3)
Zeina Farhat (s) – 2016-2017
Colin Lang (s) – 2016-2017
Ellen Rakowski (s) – 2016-2017
Ms. Sarah Dean (gs) – 2016-2017
Ms. Amanda Quijada-Crisostomo (gs) – 2016-2017
Ms. Kelly Kleier (gs) – 2016-2017
Molly Dugan (ste-15,3)
Laura Frazier (ste-15,3)
Shawn Schuler (ste-15,3)
Barbara Turner-Michaelson (ste-15,3)
Angela Wyss (ste-15,3)
Allen Zernich (ste-15,3)
Cindy Amshoff (st-15,3)
Renee Gosney (st-15,3)
Patricia Haney (st-15,3)
Deborah Kostoff (st-15,3)
Donna Williams (st-16,3)
Rita Winters (st-15,3)
15. UNIVERSITY PLANNING AND RESOURCING COUNCIL

The University Planning and Resourcing Council will be made up of seven voting members as follows:

EX-OFFICIO

UPRC Co-chairs
Interim Provost and Chief Academic Officer  Brian Levin-Stankevich
Sr. Vice President for Chief Financial Officer  Maribeth Amyot

APPOINTED - Two members of the President’s Cabinet
Vice President for University Relations (06/01/16-07/31/19)  Gary R. Massa
Administrative Vice President (08/01/2015-07/31/2017)  John F. Kucia

Three Faculty members
College of Arts and Sciences (through 07/31/18)  Marco Fatuzzo
College of Professional Sciences (through 07/31/19)  Lisa Jutte
Williams College of Business (through 07/31/17)  Julie Cagle

STAFF
Assistant Vice President Provost Budget and Planning  Carol J. Maegly
Budget Director, Planning and Budgets  Shawn Schuler

Advisory Committee to the University Planning and Resourcing Council
The UPRC will be supported by an Advisory Committee, with membership as follows

EX-OFFICIO
Athletic Director  Greg Christopher
Associate VP, Audit & Risk Mgmt.  Jeff Coleman
Associate Provost for Academic Affairs  Steve Herbert
Associate Provost for Student Affairs  Dave Johnson
Associate Provost and CIO  Jeff Edwards
Strategic Communications  Kelly Leon

Assistant Provost for Student Enrichment  Lori Johnson
Director, Weekend Degree Program  Patricia Meyer
Assistant to the President/CMO  Debra Mooney
Associate Vice President for Human Resources  Connie Perme
Associate Vice President for Facility Management  Robert M. Sheeran
Associate Provost for Enrollment Management  Aaron Meis
Dean of the Williams College of Business  Tom Hayes
Dean, College of Arts and Sciences  David Mengel
Dean, College of Professional Sciences  Paul Gore

APPOINTED - Four faculty members
Linda Schoenstedt, Sports Studies – (through 07/31/17)  [Faculty Committee Chair]
Kevin Devine, Finance (through 07/31/17)
Gail Hurst, Criminal Justice (CPS) (through 07/31/18)
Karim Tiro, History – (through 7/31/19)

Professional staff representative
Greg Carpinello, Staff Advisory Committee Chair (term TBD)

Support staff representative
Danielle Reisman, Purchasing Staff Member (through 7/31/17)

Two undergraduate student representatives
Kiana Salazar (2016-2018)
William Howard (2016-2018)

Graduate student representative
Joe Hayden (2016-2017)
16.  XAVIER TECHNOLOGY COMMITTEE (XTC)

Charge
The Xavier Technology Committee (XTC) provides information-gathering, analysis and recommendations on a wide range of educational technologies. The Xavier Technology Committee advises with regard to the broad-based planning that integrates the academic and administrative technology needs of the University. The committee provides guidance in matters of budgeting for technology to the University community.

The committee’s deliberations are conducted and their recommendations made within the context of the University’s academic and administrative needs parallel with its strategic plan. As part of this responsibility the Xavier Technology Committee will:

1. Receive and evaluate recommendations from academic and administrative departments that may encourage the use of academic technology, enhance the appropriate use of technologies, and promote efficient services campus wide.
2. Evaluate proposed initiatives to ensure optimal benefits from resources allocated to technology at the University.
3. Review and recommend University-wide policies related to the utilization and implementation of information technology resources.
4. Research and discuss current and emerging trends in teaching/learning, academic research and instructional technologies, by scanning the higher education landscape to identify the pedagogical innovations and associated technologies that may have university applications.
5. Work with the Center for Teaching Excellence to develop pilot projects and experimental opportunities for faculty and staff to evaluate new pedagogical methods and emerging technologies.
6. Investigate methodologies and instruments to analyze the effectiveness of Xavier technologies.

Membership:
The membership consists of a minimum of four faculty members, at least one from each College, elected by the Faculty Assembly; a Professional Librarian; the Executive Director for Infrastructure and Technology Services; the Associate Provost for Academic Affairs, the Associate Provost for Student Affairs and The Associate Provost and CIO for Information Technologies. The Associate Provost and CIO for Information Technologies and a faculty member elected by the committee serve as co-chairs.

Reporting:
The committee sends its reports to the Provost/Chief Academic Officer, the UPRC, and Faculty Committee through an appointed liaison.

Current Membership(*):

Annette Marksberry, Co-Chair
Michael Flick (f-e-14,3) (Faculty Co-chair)
Jaylene Schaefer (f-e-15,3)
Blis DeVault (f-e-15,3)
Lauren Laker (f-16,3)
Mark Sena (f-e-15,3) (WCB)
Diane Ceo-DiFrancesco (f-e-14,3)
Steve Herbert,
Dave Johnson,
Judy Molnar,
Alison Morgan,

Representing
Associate Provost and CIO for Information Technologies
CPS faculty
CAS faculty
WCB faculty
at-large faculty
at-large faculty
Associate Provost for Academic Affairs
Associate Provost for Student Affairs
Exec. Director for Infrastructure and Technology Support
professional librarian

(*) Advisory to XTC(*) (composed of technology stakeholders from across the campus) – non-voting

Tom DeSilvio (s), 2016-2017
Gail Latta (f-15,3) (CPS)
Christine Roncaglione,
Carol Maegly,
Susan Abel,
Eric Ball,
Jordan Bramel,
Mark Brockman,
Ken Gibson,
Jim Miller,
Connie Perme,

SGA
At-large faculty
Controller
Asst. VP, Provost Budget & Planning
Assoc VP for University Relations, Internal Operations
Director of Technology, Infrastructure
Web and Media Producer, University Communications
Director, Application Services, Information Technologies
Director, University Library
Information Security Administrator
Associate Vice President, Human Resources

Office of the Provost and CAO
membership updated 4/6/2017
HIGHLIGHTED ITEMS INDICATE REPLACEMENTS OR RE-APPOINTMENTS ARE PENDING