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**UNIVERSITY COMMITTEES** (p. 21-34)

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Office of the Provost and CAO  -1-  membership updated 11/20/2019

HIGHLIGHTED ITEMS INDICATE REPLACEMENTS OR RE-APPOINTMENTS ARE PENDING
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) Exempt and Non-exempt personnel recommended to the President by the Staff Advisory Committee for a three-year term unless otherwise specified as (st-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 PLANNING COMMITTEE

Charge:
The Academic Planning Committee has as its purpose the continued maintenance, enforcement and oversight of the University’s Academic Plan. The Committee will monitor progress toward goals and revise the plan as internal and external environments change. To ensure transparency and open dialog with faculty, a yearly forum will be scheduled in alignment with the budgeting process to discuss the ongoing efforts of the committee. Revisions to the Academic Plan will be made in consultation with faculty and administration over a period of three years.

Membership:
The membership will consist of nine (9) principal faculty members with equal representation from each of the three (3) colleges. These faculty members will be appointed by Faculty Committee in consultation with Deans and the Provost for a three-year term. The tenth (10th) member will be the Chair of Faculty Committee as an ex-officio, non-voting member. The eleventh member (11th) will be the Provost or a Provost designate as an ex-officio, non-voting member. The twelfth member (12th) will be a representative of Academic Program Health as an ex-officio, non-voting member. A member of the Staff may also serve as an ex-officio, non-voting member.

Chair:
The chair will be elected by the membership at the first meeting of the Spring semester. Except in rare circumstances, the chair of the committee will rotate through the three colleges.

Reporting:
The committee reports in an advisory capacity to the Faculty Committee and the Faculty, the Provost and Chief Academic Officer, the Chief Financial Officer and the University Planning and Resources Committee.

Current Membership: Representing
Dr. Lynda Kilbourne, WCB (f-17,3) – Chair WCB
Dr. Amit Sen, WCB (f-19,3) WCB
Dr. Hema Krishnan, WCB (f-18,3) WCB
Dr. Haider Raad, CAS (f-17,3) CAS
Dr. James Wood, CAS (f-18,3) CAS
Dr. Esmeralda Nastase, CAS (f-18,3) CAS
Dr. Debora Kuchey, CPS (f-18,3) CPS
Dr. Gail Latta, CPS (f-19,3) CPS
Dr. Victoria Zascavage, CPS (f-18,3) CPS
Dr. Melissa Bauman, Provost and CAO (x) non-voting Provost & CAO
Dr. Marco Fatuzzo (x) non-voting Faculty Committee Chair
Dr. Thilini Ariyachandra (x) non-voting Academic Program Health
2. ACADEMIC PROGRAM HEALTH (APH) COMMITTEE

**Charge:**
The Academic Program Health (APH) Committee is charged with the responsibility for continued maintenance, accountability, and oversight if the University’s academic program health dashboard.

**Membership:**
The membership will consist of seven (7) principal faculty members with two (2) faculty representing each of the three (3) colleges, with at least two (2) faculty related to a graduate program, and a faculty director who will also serve as the chair. These faculty members will be appointed by the Faculty Committee in consultation with the Deans and the Provost for a three-year term.

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

**Current Membership:**

**Chair**
Dr. Thilini Ariyachandra (WCB) – Chair

**Representing**
Faculty Director

Dr. Liz Johnson (CAS), (f-17,3) – CAS
Mr. Bruce Erickson (CAS), (f-19,3) – CAS

Dr. Cindy Dulaney (CPS), (f-17,3) – CPS & graduate program
Dr. France Weaver (CPS), (f-19,3) – CPS

Dr. Christian Mastilak (WCB), (f-17,3) – WCB
Dr. Mark Sena (WCB), (f-19,3) – WCB
Dr. Cam Cockrell (WCB), (f-19,3) – WCB & graduate program

Dr. Marco Fatuzzo (x) *non-voting* – Faculty Committee Chair
Mr. Ryan Hart (x) *non-voting* – Institutional Research
3. **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 Admission, the Director of Financial Aid, the Director of TRiO (x), two (2) students recommended by Student Government, Faculty Director of Academic Advising, Director of Student Success, an Associate Dean from one of the three (3) colleges recommended by CAO, one (1) Administrator from the Division of Student Affairs recommended by the Associate Provost and Chief Student Affairs Officer and one (1) Administrator from any department, recommended jointly by the Provost and the VP for Enrollment Management & Student Success. The co-chairs are the Dean of Admission 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>Name</th>
<th>Position</th>
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<tbody>
<tr>
<td>Ms. Lauren Parcell, (x) – Co-chair</td>
<td>Representing Undergraduate Admission</td>
</tr>
<tr>
<td>Ms. Sally Barnhart (CPS) (f-e-19,3)</td>
<td>CPS</td>
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<tr>
<td>Ms. Mary Lisa Vertuca (CPS) (f-e-19,3)</td>
<td>at large</td>
</tr>
<tr>
<td>Dr. Ann Ray (f-e-18,3) (CAS)</td>
<td>CAS</td>
</tr>
<tr>
<td>Ms. Hema Krishnan (f-e-18,3) (WCB)</td>
<td>WCB</td>
</tr>
<tr>
<td>Dr. Mark Sena (f-e-18,3) (WCB)</td>
<td>at large</td>
</tr>
<tr>
<td>Dr. Michele Matherly (x), Associate Dean, WCB</td>
<td>Associate Dean (any college)</td>
</tr>
<tr>
<td>Dr. Jim Snodgrass (x)</td>
<td>Academic Advising</td>
</tr>
<tr>
<td>Mr. Daniel McSpadden (x)</td>
<td>TRiO Director</td>
</tr>
<tr>
<td>Ms. Kelley Bellin</td>
<td>Director, Student Success</td>
</tr>
<tr>
<td>Ms. Sandy Chan</td>
<td>Student Affairs</td>
</tr>
<tr>
<td>Ms. Donna Salak</td>
<td>Financial Aid</td>
</tr>
<tr>
<td>Julian Razo (s) – 2019-2020</td>
<td>SGA</td>
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<tr>
<td>Stephen Curry (s) – 2019-2020</td>
<td>SGA</td>
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</tbody>
</table>
4. 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>Representing</th>
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<tbody>
<tr>
<td>Dr. James Helmer (CAS) (f-e-18,3) – Chair</td>
<td>Dr. Tim Brownlee (CAS) (f-e-18,3)</td>
</tr>
<tr>
<td>Dr. Karl Stukenberg (CPS) (f-e-19,3)</td>
<td>Dr. Leslie Roth (CPS) (f-e-19,2)</td>
</tr>
<tr>
<td>Dr. R. Stafford Johnson (WCB) (f-e-19,3)</td>
<td>Dr. Paul Fiorelli (WCB) (f-e-17,3)</td>
</tr>
<tr>
<td>Dr. Brenda Levya-Gardner (x), Dean</td>
<td>Dr. Linda Schoenstedt (x), Interim Dean</td>
</tr>
<tr>
<td>Dr. Dennis Long (x), Associate Dean</td>
<td>Dr. Tom Hayes (x), Dean</td>
</tr>
<tr>
<td>Dr. Michele Matherly (x), Associate Dean</td>
<td>Dr. David Mengel (x), Dean</td>
</tr>
<tr>
<td>Dr. Rachel Christil (x)</td>
<td>Dr. Andrea Wawrzenin (x)</td>
</tr>
<tr>
<td>Dr. Melissa Baumann (x)</td>
<td>Ms. Mrudula Josyula (gs) – 2019-2020</td>
</tr>
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</table>

**Staff to the Committee**

<table>
<thead>
<tr>
<th>Representing</th>
<th>Representing</th>
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<tr>
<td>Mr. Roger Bosse, Assistant Dean of the Graduate School</td>
<td>Graduate School</td>
</tr>
</tbody>
</table>
5. BOARD OF UNDERGRADUATE STUDIES

Charge:
The Board of Undergraduate Studies:
1. Provides oversight of the entire undergraduate curriculum.
2. 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. (Programs are defined in the University Catalog.)
3. Verifies 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.
4. Makes certain that undergraduate courses, majors, minors and programs align with the Mission of the University.
5. 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.
6. Initiates revisions and recommends improvements to the Undergraduate University Catalog.
7. 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), appropriate representatives from 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 elected faculty members by the committee to serve for a calendar year.

Voting:
Approval of a proposal requires a quorum, which is 7 voting members in attendance, 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. Also, the Board of Undergraduate Studies should respond to the Curriculum Committees that have submitted undergraduate course, major, minor or program descriptions for review as described above in the charge section.

Current Membership:

Dr. Amit Sen (WCB) (f-e-17,3) – Chair, Spring 2019-Fall 2020
Dr. Carla Gerberry, (CAS) (f-e-19,3)
Dr. Supaporn Kratlap (CAS) (f-e-18,3)
Dr. Doug Olberding (CPS) (f-e-17,3)
Dr. Susan Kenford, (CPS) (f-e-19,3)
Dr. David Hyland (WCB) (f-e-18,3)
Dr. Linda Schoenstedt (x), Interim Dean, College of Professional Sciences
Dr. Dennis Long (x), Associate Dean (usually represents CPS dean)
Dr. Tom Hayes (x), Dean, Williams College of Business
Dr. Michele Matherly (x), Associate Dean (usually represents WCB dean)
Dr. David Mengel (x), Dean, College of Arts and Sciences
Dr. Gary Lewandowski (x), Associate Dean (usually represents CAS dean)
Dr. Rachel Chrastil (x), Director of Accreditation (x) (non-voting)
Dr. Andrea Wawrzusin, University Registrar (x) (non-voting)
Dr. Melissa Baumann, Provost & Chief Academic Officer (x) (non-voting)
Mr. Frederick Meccia (s) (WCB) – 2019-2020
Mr. Miles Adams (s) (CAS) – 2019-2020
Ms. Macey Windley (s) (CPS) – 2019-2020
Ms. Ciara Broggs (s) (CN) – 2019-2020
Representing
WCB
CAS
CAS
CPS
CPS
WCB
Interim Dean, CPS
Dean, CPS
Dean, WCB
Dean, WCB
Dean, CAS
Dean, CAS
Director, Accreditation
Registrar
Provost & CAO
SGA
SGA
SGA
SGA

Office of the Provost and CAO -7- membership updated 11/20/2019
HIGHLIGHTED ITEMS INDICATE REPLACEMENTS OR RE-APPOINTMENTS ARE PENDING
6. 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:**
Dr. Christine Anderson, (Political Science/Sociology/History) (f-e-c-18,3)
Dr. Natalie Jacovkis (Fall 2019 and Spring 2020 replacement for Dr. Diane Ceo-Difrancesco) (Classics & Modern Languages/English) (f-e-c-19,3)
Dr. Barbara Hopkins, (Biology/Chemistry) (f-e-c-18,3)
Dr. Jonathan Morris, (Mathematics/Physics/Computer Science) (f-e-c-19,3)
Dr. Randy Patnode, (CommArts/Music & Theater/Arts) (f-e-c-17,3)
Dr. Michael Sweeney, (Philosophy/Theology) (f-e-c-17,3)
Ms. Anne Ryckbost, Librarian (x) (18,2)
Dr. Gary Lewandowski, Associate Dean, CAS
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:
Dr. Leah Dunn, OT, (f-e-c-19,3) – Co-Chair
Dr. Butch Losey, Counseling, (f-e-c-19,3) – Co-Chair
Ms. Donna Endicott, Rad Tech, (f-e-c-18,3)
Dr. Peter Mallow, Health Services Administration, (f-e-c-19,3)
Dr. Mark Nagy, Psychology, (f-e-c-17,3) – completing term of Karl Stukenberg
Dr. Cheryl Jonson, Criminal Justice, (f-e-c-19,3) – on sabbatical Spring 2020
Dr. Ahlam Lee, Leadership Studies and HRD, (f-e-c-17,3)
Maj. Michael Marchetti, Military Science (f-e-c-17,3) – completing term of Marty Weaver
Dr. Sheri Huckleberry, Sports Studies (f-e-c-17,3) – completing term of Elisabeth Macrum
Dr. Jaylene Schaefer, Social Work, (f-e-c-18,3)
Dr. Winston Vaughan, School of Education (f-e-c-17,3)
Ms. Michelle Early (x), Librarian
Dennis Long (x), Associate Dean, CPS
Linda Schoenstedt (x), Interim Dean, CPS
8. 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. Christian Mastilak, Accountancy – **Chair** (f-e-c-19,3)
Dr. Carol Rankin, Economics (f-e-c-18,3)
Dr. Mia Rivolta, Finance (f-e-c-18,3)
Dr. Adekunle Okunoye, Business Analytics and Information Systems (f-e-c-17,3)
Dr. Lifang Wu, Management & Entrepreneurship (f-e-c-19,3)
Dr. Kate Loveland, Marketing (f-e-c-18,3)
Dr. James Loveland, Business Analytics and Information Systems (f-e-c-19,3)
Ms. Katy Tucker, Librarian (x-19,3)
Dr. Michele Matherly, Associate Dean, Williams College of Business (x)
9. **CORE CURRICULUM ASSESSMENT COMMITTEE (CCAC)**

**Charge:**
On an ongoing basis the CCAC will:
1. oversee the development and the revision of tasks to assess core goals and SLOs in collaboration with appropriate departments or subcommittees
2. administer these assessment tasks to the student body
3. organize the collection of artifacts from the student body
4. assign these artifacts to the appropriate CCC subcommittees or task forces for scoring and overseeing this scoring process
   a. ERS/DCR/FYS and their subcommittees: Will establish periodic task forces as requested by the Core Curriculum Assessment Committee to revise assessment tasks and rubrics, and to assist the CCAC in grading the tasks.
5. develop and revise metrics to assess core goals and SLOs
6. evaluate the extent to which student work achieves the core goals and SLOs based on the collected data
7. make recommendations to the Core Curriculum Committee (CCC) and its subcommittees based on assessment data to inform student learning
8. communicate regularly with the CCC to ensure assessment practices are being used in a meaningful way to improve student learning in the core
9. submit an annual report for each area of the core assessed to the faculty committee, the CCC and the Associate Provost for Academic Affairs summarizing the information captured by assessment and propose action (if any is required) for improving student learning; this may include budgetary and/or policy recommendations;
10. 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:
- 4 faculty from CAS, (at least 2 members must be from the arts and humanities (English, Theology, Classics and Modern Languages, History, Philosophy, Art, Music and Theater)), 2 from CPS, 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. The members elect a chair and a co-chair. The co-chair will be in the incoming chair and should be a member whose term expires after the term of the current chair.

**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, the Faculty Director of Assessment and the Associate Provost for Academic Affairs.

**Current Membership:**

<table>
<thead>
<tr>
<th>Representing</th>
<th>Name</th>
<th>College</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAS</td>
<td>Dr. Dottie Engle (CAS) – (f-e-17,3) – Co-Chair</td>
<td></td>
</tr>
<tr>
<td>any college</td>
<td>Dr. Heidrun Schmitzer (CAS) – (f-e-17,3) – Co-Chair</td>
<td></td>
</tr>
<tr>
<td>CAS</td>
<td>Dr. Adam Clark (CAS) – (f-e-18,3)</td>
<td></td>
</tr>
<tr>
<td>CAS</td>
<td>Dr. Max Buot (CAS) – (f-e-18,3)</td>
<td></td>
</tr>
<tr>
<td>any college</td>
<td>Dr. Bruce Erikson (CAS) – (f-e-18,3)</td>
<td></td>
</tr>
<tr>
<td>CAS</td>
<td>Dr. Lisa Ottum (CAS) – (f-e-19,3)</td>
<td></td>
</tr>
<tr>
<td>WCB</td>
<td>Dr. Hema Krishnan (WCB) – (f-e-19,3)</td>
<td></td>
</tr>
<tr>
<td>WCB</td>
<td>Dr. Adekunle Okunoye (WCB) – (f-e-18,3)</td>
<td></td>
</tr>
<tr>
<td>CPS</td>
<td>Dr. Julie Kugler-Ackley (CPS) – (f-e-18,3)</td>
<td></td>
</tr>
<tr>
<td>CPS</td>
<td>Dr. Jaylene Schaefer (CPS) – (f-e-17,3)</td>
<td></td>
</tr>
<tr>
<td>Core Curriculum Committee</td>
<td>Dr. Esmeralda Nastase (CCC representative)</td>
<td></td>
</tr>
</tbody>
</table>

**Staff to the Committee:**
Dr. Dennis Long, CPS, Associate Dean
Dr. Gary Lewandowski, CAS Associate Dean
Dr. Michele Matherly, WCB Associate Dean

Office of the Provost and CAO -11- membership updated 11/20/2019

HIGHLIGHTED ITEMS INDICATE REPLACEMENTS OR RE-APPOINTMENTS ARE PENDING
10. **CORE CURRICULUM COMMITTEE (CCC)**

**Committee charge:**
To ensure the University Undergraduate Core is continually achieving our learning objectives for students, and to make suggestions for changing the Core as necessary to guarantee that it meets these objectives over time. To achieve this end, the committee is responsible for facilitating the implementation of the core, and overseeing its assessment.

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.

The committee’s initial charge was to revise the Core incorporating feedback from the 2013 Faculty Retreat, the New Core Learning Outcomes Committee, and the Core Curriculum Assessment Committee. The revision was completed in Spring 2014.

**Membership:**
Each college will have 3 representatives to the committee, who are tenured or tenure-track 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. Members appointed as replacements can immediately stand for election for a full 3 year term. The terms will be staggered to maintain continuity within and across colleges over time. This will ensure 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:** Core Curriculum Committee reports to the Board of Undergraduate Studies.

**Current Membership:**

<table>
<thead>
<tr>
<th>Name</th>
<th>College</th>
<th>Term Expires</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Esmeralda Nastase (CAS)</td>
<td>CAS</td>
<td>(f-e-18,3)</td>
<td></td>
</tr>
<tr>
<td>Dr. David Zoogah (WCB)</td>
<td>WCB</td>
<td>(f-e-17,3)</td>
<td>Co-Chair</td>
</tr>
<tr>
<td>Dr. Annie Ray (CAS)</td>
<td>CAS</td>
<td>(f-e-19,3)</td>
<td></td>
</tr>
<tr>
<td>Dr. Paul Colella (CAS)</td>
<td>CAS</td>
<td></td>
<td>filled open position; completes term Spring 20</td>
</tr>
<tr>
<td>Dr. Thomas Lebesmuehlbacher (WCB)</td>
<td>WCB</td>
<td>(f-e-19,3)</td>
<td></td>
</tr>
<tr>
<td>Dr. David Yi (WCB)</td>
<td>WCB</td>
<td>(f-e-17,3)</td>
<td></td>
</tr>
<tr>
<td>Dr. Betsy List (CPS)</td>
<td>CPS</td>
<td>(f-e-18,2)</td>
<td></td>
</tr>
<tr>
<td>Dr. Lesley Roth (CPS)</td>
<td>CPS</td>
<td>(f-e-19,2)</td>
<td></td>
</tr>
<tr>
<td>Dr. Renee Zucchero (CPS)</td>
<td>CPS</td>
<td>(f-e-19,3)</td>
<td></td>
</tr>
</tbody>
</table>

**Representing:**

CAS – College of Arts & Sciences
WCB – College of Natural & Behavioral Sciences
CPS – College of Professional Studies

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

Charge:
The Committee has responsibility for granting, reviewing, and revoking the E/RS standing of courses approved by the appropriate College Curriculum Committee and the Board of Undergraduate Studies. The committee will also collaborate with the CCAC and CCC to assess core curriculum SLOs specifically tied to E/RS electives. 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 Dean of the College of Arts and Sciences. A selected liaison reports to the Faculty Committee.

Current Membership:

<table>
<thead>
<tr>
<th>Representing</th>
<th>Current Membership</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Richard Polt, Director of E/RS – Chair (x) (non-voting)</td>
<td>E/RS, Endowed Chair</td>
</tr>
<tr>
<td>Dr. Dan Dwyer (Philosophy) – (f-e-17,3)</td>
<td>Philosophy</td>
</tr>
<tr>
<td>Dr. Martin Madar (Theology) – (f-e-18,3)</td>
<td>Theology</td>
</tr>
<tr>
<td>Dr. Sheena Steckl (English) – (f-e-19,3)</td>
<td>English</td>
</tr>
<tr>
<td>Dr. James Helmer (CAS) – at-large (f-e-17,3)</td>
<td>at large</td>
</tr>
<tr>
<td>Dr. Jennifer Robbins (CAS) – at-large (f-e-18,3)</td>
<td>at large</td>
</tr>
<tr>
<td>Dr. Adekunle Okunoye (BusAnal/ InfoSys) – (f-e-19,3)</td>
<td>WCB</td>
</tr>
<tr>
<td>Dr. Alan Jin (Mgmt/Entre) – (f-e-18,3)</td>
<td>WCB</td>
</tr>
<tr>
<td>Dr. Laney Bender-Slack (Education) – (f-e-19,3)</td>
<td>CPS</td>
</tr>
<tr>
<td>Dr. Frederick Browne (Health Serv Admin) – (f-e-19,3)</td>
<td>CPS</td>
</tr>
<tr>
<td>Dr. Paul Fiorelli, Dir. of Xavier Center for Bus. Ethics &amp; Social Resp. (x) (non-voting)</td>
<td></td>
</tr>
</tbody>
</table>
12. THE FACULTY COMMITTEE

**Charge:**
The Faculty Committee, elected annually by the faculty assembly, 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. The Faculty Committee charge is outlined in the Constitution of Faculty Assembly.

**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>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Marco Fatuzzo (CAS)</td>
<td>CAS</td>
<td>(f-e-18,3)</td>
</tr>
<tr>
<td>Dr. Justin Link (CAS)</td>
<td>CAS</td>
<td>(f-e-19,3)</td>
</tr>
<tr>
<td>Dr. Mack Mariani (CAS)</td>
<td>CAS</td>
<td>(f-e-18,3)</td>
</tr>
<tr>
<td>Dr. Stephen Yandell (CAS)</td>
<td>any college</td>
<td>(f-e-18,3)</td>
</tr>
<tr>
<td>Dr. Dalia Diab (CPS)</td>
<td>CPS</td>
<td>(f-e-18,3)</td>
</tr>
<tr>
<td>Dr. Leslie Prosak-Beres (CPS)</td>
<td>CPS</td>
<td>(f-e-19,3)</td>
</tr>
<tr>
<td>Dr. Dustin Thorn (CPS)</td>
<td>any college</td>
<td>(f-e-19,3)</td>
</tr>
<tr>
<td>Dr. Brian Balyeat (WCB)</td>
<td>WCB</td>
<td>(f-e-18,3)</td>
</tr>
<tr>
<td>Ms. Joyce Allen (WCB)</td>
<td>WCB</td>
<td>(f-e-17,3)</td>
</tr>
</tbody>
</table>
13. 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>Representing</th>
<th>Current Membership:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAS</td>
<td>Dr. Supaporn Kradtap (CAS) – (f-e-17,3) – <strong>Co-Chair</strong></td>
</tr>
<tr>
<td>at large</td>
<td>Dr. Randy Browne (CAS) – (f-e-18,3) – <strong>Co-Chair</strong></td>
</tr>
<tr>
<td>at large</td>
<td>Dr. David Gerberry (CAS) – (f-e-19,3)</td>
</tr>
<tr>
<td>at large</td>
<td>Dr. Minnie Catral (CAS) – (f-e-19,3) – <em>Fall 2019 sabbatical</em></td>
</tr>
<tr>
<td>CPS</td>
<td>Dr. Tammy Sonnentag (CPS) – (f-e-19,3)</td>
</tr>
<tr>
<td>WCB</td>
<td>Dr. David Houghton (WCB) – (f-e-19,3) – <em>Fall 2019 sabbatical</em></td>
</tr>
<tr>
<td>WCB</td>
<td>Dr. Mee-Shew Cheung (WCB) – <em>Fall 2019 Houghton sabbatical replacement</em></td>
</tr>
<tr>
<td>x</td>
<td>Dr. Diane Ceo-DiFrancesco, Interim Associate Provost for Academic Affairs</td>
</tr>
</tbody>
</table>

**Representing:**

CAS
at large
CPS
WCB
WCB

**HIGHLIGHTED ITEMS INDICATE REPLACEMENTS OR RE-APPOINTMENTS ARE PENDING**
14. 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 three-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>Representing</th>
<th>Name</th>
<th>College</th>
</tr>
</thead>
<tbody>
<tr>
<td>CPS</td>
<td>Dr. Brent Richardson</td>
<td>CPS</td>
</tr>
<tr>
<td></td>
<td>– (f-e-17,3)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>will complete Tom Kessinger’s term</td>
<td></td>
</tr>
<tr>
<td>any college</td>
<td>Dr. Linda Moore</td>
<td>any college</td>
</tr>
<tr>
<td></td>
<td>– (f-e-19,3)</td>
<td></td>
</tr>
<tr>
<td>CAS</td>
<td>Dr. Kathy Winterman</td>
<td>CAS</td>
</tr>
<tr>
<td></td>
<td>– (f-e-17,3)</td>
<td></td>
</tr>
<tr>
<td>WCB</td>
<td>Dr. Hem Joshi</td>
<td>WCB</td>
</tr>
<tr>
<td></td>
<td>– (f-e-19,3)</td>
<td></td>
</tr>
</tbody>
</table>
15. 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 Success recommended by the VP, Division of EMSS, 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 a financial aid staff member. The co-chairs are the Director, Financial Aid and a faculty member as elected by the Committee.

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

**Current Membership:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Representing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ms. Donna Salak, Director, Financial Aid</td>
<td>Enrollment Management</td>
</tr>
<tr>
<td>Dr. Dottie Engle (CAS) (f-17,3)</td>
<td>CAS</td>
</tr>
<tr>
<td>Dr. Carol Scheerer (CPS) (f-18,3)</td>
<td>CPS</td>
</tr>
<tr>
<td>Dr. Hasan Faruq (WCB) (f-18,3)</td>
<td>WCB</td>
</tr>
<tr>
<td>Dr. Eleni Tsalla (CAS) (f-e-17,3)</td>
<td>any college</td>
</tr>
<tr>
<td>Dr. Donna Endicott (CPS) (f-e-18,3)</td>
<td>any college</td>
</tr>
<tr>
<td>Mr. Kevin Prothero, Residence Life, (ste-18,3)</td>
<td>Student Affairs</td>
</tr>
<tr>
<td>Dr. Daniel McSpadden (x)</td>
<td>TRiO</td>
</tr>
<tr>
<td>Mr. Kevin Miller (s) – 2019-2020</td>
<td>SGA</td>
</tr>
<tr>
<td>Mr. Melvin Spann (s) – 2019-2020</td>
<td>SGA</td>
</tr>
<tr>
<td>Dr. Gary Lewandowski, Associate Dean of CAS (a-p, 16,3) starting 1/3/2017</td>
<td>Associate Dean any college</td>
</tr>
<tr>
<td>Ms. Lauren Parcell (x)</td>
<td>Undergraduate Admission</td>
</tr>
<tr>
<td>Ms. Kris Killen, staff to committee</td>
<td>Financial Aid</td>
</tr>
</tbody>
</table>
16. **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 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 Associate Provost for Academic Affairs.

**Current Membership:**
<table>
<thead>
<tr>
<th>Current Membership</th>
<th>Representing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Morell Mullins, Chair (f-p) Professor of Psychology</td>
<td>faculty</td>
</tr>
<tr>
<td>Dr. Joanne Estes, Vice Chair (f-p) Assistant Professor of Occupational Therapy</td>
<td>faculty</td>
</tr>
<tr>
<td>Dr. James Loveland, (f-p) Assistant Professor of Marketing</td>
<td>faculty</td>
</tr>
<tr>
<td>Dr. Charles Grossman, (f-p) Professor of Biology</td>
<td>faculty</td>
</tr>
<tr>
<td>Dr. Butch Losey, (f-p) (CPS – Counseling)</td>
<td>faculty</td>
</tr>
<tr>
<td>Dr. Jennifer Bradley, (f-p) Assistant Professor of Nursing</td>
<td>faculty</td>
</tr>
<tr>
<td>Dr. Tammy Sonnentag, (f-p) (CPS – Psychology)</td>
<td>faculty</td>
</tr>
<tr>
<td>Mr. Ray Sinclair, (c-p)</td>
<td>community</td>
</tr>
<tr>
<td>Ms. Christine Shimrock (c-p: prisoner advocate, only votes on studies involving incarcerated individuals.)</td>
<td>community</td>
</tr>
<tr>
<td>Dr. Kathleen Hart (f-p) Professor of Psychology (child advocate, only votes on studies involving minors)</td>
<td>faculty</td>
</tr>
</tbody>
</table>

**Alternate Members:**
[Notes: The IRB has not utilized any alternate members for at least eight years.]
17. LIBRARY COMMITTEE

Charge:
The Library Committee:

1. reviews and recommends new (or revisions to existing) Library policies and goals,
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 alignment with the University Academic Plan, 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.

Voting:
Voting (within the Committee): Approval of a proposal requires a quorum and a simple majority vote of affirmation from those in attendance. Any item under consideration must be formally proposed and discussed at a prior meeting before a vote may take place.

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

Current Membership:
Dr. David Hyland (WCB) (f-e-18,3) – Chair
Dr. Lisa Ottum (CAS) (f-e-19,3),
Ms. Julie Kugler-Ackley (CPS) (f-e-17,3)
Dr. Marita von Weissenberg (CAS) (f-e-18,3)
Mr. James Green
Ms. Alison Morgan
Mr. Ken Gibson (x), Director, University Library
Ms. Mary Pranger (st-ap-17,3)
Mr. Cole Branham (s) – 2019-2020
Mr. Sam Peters (s) – 2019-2020

Representing
WCB
CAS
CPS
any college
Librarian
Librarian
(pro-voting)
Librarian
President appointment
SGA
SGA
18. 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:**

<table>
<thead>
<tr>
<th>Representing</th>
<th>Membership</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provost &amp; CAO (non-voting)</td>
<td>Dr. Melissa Baumann, Chair (x), Provost &amp; CAO</td>
</tr>
<tr>
<td>CPS</td>
<td>Dr. Morrie Mullins (CPS) – (f-e-18,3) – Faculty Co-Chair</td>
</tr>
<tr>
<td>CPS</td>
<td>Dr. T. Michael Flick (CPS) – (f-e-19,3)</td>
</tr>
<tr>
<td>CAS – chemistry</td>
<td>Dr. Richard Mullins (CAS) – (f-e-18,3) – replacing Dr. Snodgrass</td>
</tr>
<tr>
<td>CAS – at-large</td>
<td>Dr. David Knutson (CAS) – (f-e-19,3)</td>
</tr>
<tr>
<td>CAS</td>
<td>Dr. Jodi Wyett (CAS) – (f-e-17, 3)</td>
</tr>
<tr>
<td>CN</td>
<td>Dr. Sue Schmidt (CN) – (f-e-19,3)</td>
</tr>
<tr>
<td>WCB</td>
<td>Dr. Julie Cagle (WCB) – (f-e-19,3)</td>
</tr>
<tr>
<td>WCB</td>
<td>Dr. Elaine Crable (WCB) – (f-e-17,3)</td>
</tr>
</tbody>
</table>
UNIVERSITY COMMITTEES
XAVIER UNIVERSITY

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 Vice President for Administrative and 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:
| Representing |
|-----------------|-----------------|
| Dr. Brent Richardson – Chair | faculty Presidential appt |
| Dr. Doug Olberding (CPS) (f-17,3) | faculty |
| Dr. Michelle Hall (f-18,3) | faculty |
| Ms. Vonnya Thomas (ste-18,3) | administrative staff |
| Mr. Frederick Meccia (s) – 2019-2020 | SGA |
| Mr. Melvin Spann (s) – 2019-2020 | SGA |
| Mr. Paul McCauley (a-18,3) (Alumni Representative ) | alumni |
| Ms. Amanda Lang Wetterer (a-18,3) | alumni |
| Sr. Rose Ann Fleming (x) | NCAA Faculty Rep. |
| Dr. Christian End (x) (as of 2016-2017) | NCAA Faculty Rep. |

Staff:
Mr. Greg Christopher, VP for Administration and Director of Athletics
Dr. Susan Lipnickey, Senior Women’s Administrator
2. **BENEFITS COMMITTEE**

**Charge:**
The University Benefits Committee advises the Office of Human Resources on 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 and eight (8) staff employees recommended by the Staff Advisory Committee to the Provost and CAO. The faculty and staff co-chairs are elected by the committee.

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

**Current Membership:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Julie Cagle (f-17,3)</td>
<td>Faculty Co-chair</td>
</tr>
<tr>
<td>Dr. Minnie Catral (f-19,3)</td>
<td>Faculty</td>
</tr>
<tr>
<td>Dr. Mark Nagy (f-19,3)</td>
<td>Faculty</td>
</tr>
<tr>
<td>Dr. Michael Goldweber (f-17,3)</td>
<td>Faculty</td>
</tr>
<tr>
<td>Dr. Aaron Szynkowiak (f-17,3)</td>
<td>Faculty</td>
</tr>
<tr>
<td>Ms. Margie Simon (st-19,3)</td>
<td>Staff</td>
</tr>
<tr>
<td>Ms. Laura Stith (st-19,3)</td>
<td>Staff</td>
</tr>
<tr>
<td>Ms. Tonya Dixon (st-17,3)</td>
<td>Staff</td>
</tr>
<tr>
<td>Mr. David Donnelly (st-17,3)</td>
<td>Staff</td>
</tr>
<tr>
<td>Ms. Margaret Groeschen (st-17,3)</td>
<td>Staff</td>
</tr>
<tr>
<td>Ms. Becki Bleikamp (st-19,3)</td>
<td>Staff</td>
</tr>
<tr>
<td>Mr. Mason Rick (ste-19,3)</td>
<td>Staff</td>
</tr>
<tr>
<td>Ms. Pam Sanders (st-17,3)</td>
<td>Staff</td>
</tr>
<tr>
<td>Mr. Paul Weber (ste-19,3)</td>
<td>Staff</td>
</tr>
<tr>
<td>Ms. Jen Droege (ste-19,3)</td>
<td>Staff</td>
</tr>
</tbody>
</table>

**Staff to Committee:**

Ms. Suzanne Leiker, Director, Payroll & Disbursements
Ms. Jenni Dramis, Director, Total Rewards and HRIS
Ms. Teresa Hardin, Benefits Coordinator

*HIGHLIGHTED ITEMS INDICATE REPLACEMENTS OR RE-APPOINTMENTS ARE PENDING*
3. 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:**

<table>
<thead>
<tr>
<th>Representing</th>
<th>Representing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chief Robert Warfel (x) voting - Chair</td>
<td>Public Safety/Chief of Campus Police (x)</td>
</tr>
<tr>
<td>Dr. Cheryl Jonson (CPS) – (f-18, 2) – <strong>Faculty Co-Chair</strong></td>
<td>CPS Faculty</td>
</tr>
<tr>
<td>Mr. Bruce Erikson (CAS) – (f-18,3)</td>
<td>CAS Faculty</td>
</tr>
<tr>
<td>Mr. Mee-Shew Cheung (WCB) – (f-19,3)</td>
<td>WCB Faculty</td>
</tr>
<tr>
<td>Ms. Carlene Galanopulo (CN) – (f-19,3)</td>
<td>CN Faculty</td>
</tr>
<tr>
<td>Ms. Allison Loomis (SAC) – (ste-18,3)</td>
<td>Staff Appointment</td>
</tr>
<tr>
<td>Ms. Matiescia Stroud (SAC) – (ste-18,3)</td>
<td>Staff Appointment</td>
</tr>
<tr>
<td>Ms. Mackenzie Ferguson (s) – 2019-2020</td>
<td>Student Government Association</td>
</tr>
</tbody>
</table>

**GSA Member TBD**

<table>
<thead>
<tr>
<th>Representing</th>
<th>Representing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ms. Shawn Bryce, (x) voting</td>
<td>Crime Prevention and Training Sergeant</td>
</tr>
<tr>
<td>Mr. Jeff Coleman , (x) voting</td>
<td>VP for Business Services and Risk Management</td>
</tr>
<tr>
<td>Mr. Mark Hanlon, (x) voting</td>
<td>Associate Director, Physical Plant</td>
</tr>
<tr>
<td>Mr. Matt Zalman, (x) voting</td>
<td>Assistant Director, Residence Life</td>
</tr>
<tr>
<td>Mr. Edward Stubenrauch (x) voting</td>
<td>Web Developer, Marketing and Communications</td>
</tr>
<tr>
<td>Ms. Denny Singel, Staff to Committee</td>
<td>Manager Support Services</td>
</tr>
</tbody>
</table>

Office of the Provost and CAO -23- membership updated 11/20/2019

HIGHLIGHTED ITEMS INDICATE REPLACEMENTS OR RE-APPOINTMENTS ARE PENDING
4. **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>
<th>Chair/Co-Chair</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Melissa Baumann (x), Provost &amp; CAO</td>
<td>Provost &amp; CAO</td>
</tr>
<tr>
<td>Dr. Andrea Wawrzyn (x), Registrar, Co-Chair</td>
<td>Registrar</td>
</tr>
<tr>
<td>Ms. Whitney Costner (x), Co-Chair</td>
<td>Assistant Registrar</td>
</tr>
<tr>
<td>Ms. Molly Dugan (x), Co-Chair</td>
<td>Asst Dir, Orientation/Trans Stud Involve</td>
</tr>
</tbody>
</table>

- Dr. France Weaver (f-19,3)
- Dr. Eric Bucher (f-19,3)
- Dr. Kan Yue (f-19,3)

- Mr. Jack Fussinger (p-st)

- Mr. Doug Ruschman (x)
- Chief Robert Warfel (x)
- Mr. Joshua Grace (x)
- Dr. Brenda Levya-Gardner (x)
- Mr. Dave Johnson (x)
- Ms. Kelly Simmons (x)
- Ms. Diana Hodge-Hill (x)
- Mr. Michael Riesenbeck
- Mr. Brian Maley (x)

- Ms. Madison Parrelli (s) – 2019-2020
- Ms. Jennifer Welch (gs) – 2019-2020

**Staff:**
- Ms. Margaret Maybury, Psychology Department Program Coordinator
- Ms. April Thomas, Graduate Program Manager
5. **BRAND AND MARKETING NETWORK**

**Charge:**
The Brand and Marketing Network advises the Office of Marketing & Communications on communications and marketing strategies and initiatives that impact the entire university. The committee meets at least two times 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, or their specific communications designee from their division. One representative from each enrollment centers. The Director of Athletic Marketing.
The Network is led by the Office of Marketing & Communications and chaired by the Offices’ Assistant Vice President.

**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

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Representing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Doug Ruschman (x)</td>
<td>Marketing &amp; Communications</td>
<td>WCB</td>
</tr>
<tr>
<td>Dr. Mark Sena (ap-19,3)</td>
<td>Business Analytics &amp; Information Systems</td>
<td>Marketing faculty</td>
</tr>
<tr>
<td>Dr. David Houghton (ap-19,3)</td>
<td>Marketing/WCB</td>
<td>CPS</td>
</tr>
<tr>
<td>Ms. Sally Barnhart (ap-19,3)</td>
<td>Education</td>
<td>CAS</td>
</tr>
<tr>
<td>Dr. David Knutson (ap-17, 3)</td>
<td>Modern Languages</td>
<td>Graduate Enrollment</td>
</tr>
<tr>
<td>Mr. Roger Bosse (x)</td>
<td>Graduate School</td>
<td>Financial Administration</td>
</tr>
<tr>
<td>Ms. Lauren Parcell (x)</td>
<td>Physical Plant</td>
<td>University Administration</td>
</tr>
<tr>
<td>Ms. Rachel Biesik (x)</td>
<td>Athletics</td>
<td>University Relations</td>
</tr>
<tr>
<td>Mr. Brian Hicks (x)</td>
<td>Associate Provost for Student Affairs</td>
<td>Student Life and Leadership</td>
</tr>
<tr>
<td>Dr. Dave Johnson (x)</td>
<td>Annual Fund</td>
<td>University Relations</td>
</tr>
<tr>
<td>Ms. Leah Busam-Klenowski (x)</td>
<td>Student Involvement</td>
<td></td>
</tr>
<tr>
<td>Ms. Susan Abel (x)</td>
<td>Capital Campaign</td>
<td></td>
</tr>
<tr>
<td>Ms. Emily Shipley (x)</td>
<td>Director of Institutional Research</td>
<td></td>
</tr>
<tr>
<td>Mr. Joe Shadle (x)</td>
<td>Mission and Identity</td>
<td></td>
</tr>
<tr>
<td>Ms. Sarah Barchick (x)</td>
<td>Enrollment Communications</td>
<td></td>
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### Staff to Committee:

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ms. Emily Owens</td>
<td>Marketing &amp; Communications</td>
</tr>
<tr>
<td>Mr. Kevin Lavelle</td>
<td>Marketing &amp; Communications</td>
</tr>
<tr>
<td>Ms. Kim Costanzo</td>
<td>Marketing &amp; Communications</td>
</tr>
<tr>
<td>Ms. Lisa Wright</td>
<td>Marketing &amp; Communications</td>
</tr>
</tbody>
</table>
6. GRIEVANCE COMMITTEE

**Charge:**
This Committee meets upon the request of the Associate Vice President for Human Resources at Step IV in the Grievance Process as described in the Xavier University Grievance and Appeals Policy. The committee hears complaints which an employee may have regarding conditions of University employment.

**Membership:**
The membership consists of a committee of five individuals - two (2) faculty members from different colleges nominated by the Faculty Committee, and three (3) staff employees of which at least one (1) will be hourly and one (1) salaried nominated by the Staff Advisory Committee to the President. The Chair will be appointed by the President, or his designee, in consultation with the Chair of the Faculty Committee and the Associate Vice President for Human Resources. The Associate 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. Lifang Wu (WCB) (f-19,3)</td>
<td>Faculty</td>
</tr>
<tr>
<td>Dr. John Sniegocki (CAS) (f-17,3)</td>
<td>Faculty</td>
</tr>
<tr>
<td>Ms. Jessie Arnold (st-p-19,3)</td>
<td>Staff</td>
</tr>
<tr>
<td>Mr. Michael Svhilik (ste-p-19,3)</td>
<td>Staff</td>
</tr>
<tr>
<td>Ms. Rita Winters (st-p-19,3)</td>
<td>Staff</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) Administrative staff (exempt staff) and, two (2) hourly staff (non-exempt staff) designated by the Vice President for Financial Administration and Chief Business Officer (VPFA/CBO).
The Committee is chaired by the Director of Auxiliary Services and a faculty member elected by the committee.

Reporting:
The Parking Committee acts in an advisory capacity to the VPFA/CBO.

Current Membership: Representing
Mr. Bill Moran (x) – Co-Chair Administrator
Mr. Scott Beck (WCB), (f-17,3) – Faculty Co-Chair WCB faculty
Dr. Mike Gehner (CAS) (f-19,3) CAS faculty
Dr. Ahlam Lee (CPS) (f-18,3) CPS faculty
Ms. Mary Beth Asbach (st-18,3) Staff
Ms. Jade Martinez (st-19,3) Staff
Mr. Jeff McMurray (ste-19,3) Admin Staff
Dr. Daniel McSpadden (ste-18,3) Admin Staff
Mr. Kurt Wainscott (gs) – 2019-2020 GSA
Mr. Stephen Curry (s) – 2019-2020 SGA

Staff to the Committee (non-voting members):
Mr. Mark Hanlon, Executive Director of Physical Plant
Chief Robert Warfel, Director, Public Safety/Chief of Campus Police
Mr. Michael Riesenbeck, Arena Events & Guest Services Coordinator, Cintas Center
8. STAFF ADVISORY COMMITTEE

**Charge:**
The Staff Advisory Committee will provide a forum for open communication and on-going dialogue between exempt and non-exempt staff employees and administration on University strategic direction and initiatives. This committee will report to the Office of the President. The Staff Advisory Committee will recommend exempt and non-exempt staff employees for consideration by the President of the University for appointment to academic and University committees where staff have a role.

**Membership:**
The membership consists of at least fifteen (15) exempt and non-exempt staff employees. 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. Staff Advisory Committee seeks a diverse representation of staff from across the University. The Staff Advisory Committee elects its own Chair to an 18-month term.

**Reporting:**
The Staff Advisory Committee reports to the Office of the President.

**Current Membership:**
Ms. Susan Abel (ste-e, 17,3) – **Chair** – Chair term 7/1/19-12/31/2020

Ms. Sarah Brinker-Good (ste-e,17,3)
Ms. Joya Dillard (st-e,17,3)
Mr. Douglas Riga (ste-e,17,3)
Ms. Emily Shipley (ste-e,17,3)

Mr. David Bryant (st-e,18,3)
Ms. Molly Dugan (st-e,18,3)
Mr. Mike Garcia (st-e,18,3)
Mr. Rick Lopez (st-e,18,3)
Ms. Danielle Reisman (st-e,18,3)

Mr. Danny Rodriguez (st-e,19,3)
Ms. Nadia Logan (st-e,19,3)
Mr. Eric Thompson (st-e,19,3)
Ms. Alison Morgan (st-e,19,3)
Mr. David Cutchin (st-e,19,3)

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

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

Membership:
The membership consists of the Provost and Chief Academic Officer or designee. The Provost will designate the Chair. Membership also includes the Administrative Vice President, the Vice President of Enrollment Management and Student Success, the Associate Provost for Student Affairs, the University Registrar, the Associate Provost for Academic Affairs, the Dean of the Graduate School, two faculty members, a representative from the Student Government Association, and representatives from Staff Advisory Committee, the Special Events/Cintas Center, and Human Resources.

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

Current Membership: Representing
Dr. Andrea Wawrzusin (x) – Chair University Registrar - (Provost & CAO rep as Chair)
Dr. Melissa Baumann (x) Provost and Chief Academic Officer
Mr. Aaron Meis (x) 
Dr. Kris Spaeth (f-19,3) Vice President Enrollment Mgmt & Student Success
Dr. Mike Gehner (f-19,3) Faculty
Ms. Marsha Burton (x) Faculty
Ms. Leah Busam (x) 
Dr. Brenda Levy-Gardner (x) Cintas, Special Events Representative
Mr. Dave Johnson (x) Student Affairs Representative
Ms. Connie Perme (x) Dean of the Graduate School
Mr. Liam Flannery (2019-2020) Associate Provost for Student Affairs
Ms. Joya Dillard (2019-2020) HR/Benefits
Ms. Leah Busam (x) SGA
Ms. Connie Perme (x) Staff Advisory Committee Representative

Office of the Provost and CAO - 29- membership updated 11/20/2019
HIGHLIGHTED ITEMS INDICATE REPLACEMENTS OR RE-APPOINTMENTS ARE PENDING
10. 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: Representing
Dr. Melissa Baumann, (x) – Chair Provost and Chief Academic Officer
Dr. Adekunle Okunoye (f-18,3) Faculty
Dr. Mack Mariani (f-18,3) Faculty Committee Representative
Mr. Gary Massa, (x) Vice President for University Relations
Mr. Brian Maley, (x) Director, Alumni Relations
Mr. Brandon Russell (s) – 2019-2020 SGA
Mr. Jack Zink (s) – 2019-2020 SGA

Staff:
Mr. Doug Ruschman, Assoc VP, Office of Marketing and Communications
Ms. Jenny Thacker, Manager for Research
11. UNIVERSITY HARASSMENT HEARING BOARD

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

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 shall be appointed by the Staff Advisory Committee from among the University exempt staff employees.
- Six members of the Board shall be appointed by the Staff Advisory Committee from among the University non-exempt staff employees.
- Three members of the Board are appointed by SGA (Student Government Association) from the undergraduate student population, and three members of the Board are appointed by GSA (Graduate Student Association) from the graduate student population.

The Hearing Board selects a Chairperson from among its members.

**Current Membership:**
Dr. David Knutson (f-19,3)
Dr. Hem Joshi (f-19,3)
Dr. Timothy Miller (f-19,3)
Dr. Adekunle Okunoye (f-19,3)
Dr. Tammy Sonnentag (f-19,3)
Dr. Carla Gerberry (f-19,3)

Mr. Clay Buescher (s) – 2019-2020
Mr. Spencer Woolson (s) – 2019-2020
Ms. Kerry Goldberg (s) – 2019-2020

Ms. Ciara Incorvati (gs) – 2019-2020
Ms. Danica Lombardi (gs) – 2019-2020
Mr. Cameron Stockdale (gs) – 2019-2020

Ms. Deb Ayoade (ste-19,3)
Ms. Whitney Costner (ste-19,3)
Ms. Dawn Butsch (ste-19,3)
Ms. Donna Berns (ste-19,3)
Ms. Cyndi Meyer (ste-19,3)

Ms. Erica Gehring (st-19,3)
Ms. Autumn Richards (st-19,3)
Ms. Renee Gosney (st-19,3)
Ms. Amanda Jones (st-19,3)
Ms. Ysela Stefanski (st-19,3)
Ms. Kristyn Jossart (st-19,3)
12. 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
  Provost and Chief Academic Officer          Melissa Baumann
  VP, Financial Administration and Chief Business Officer  Phil Chick

APPOINTED - Two members of the President’s Cabinet
  VP, Enrollment Management and Student Success (07/31/18-07/31/21)        Aaron Meis
  VP, Administration and Director of Athletics (07/31/2018-07/31/21)      Greg Christopher

Three Faculty members
  College of Arts and Sciences (through 07/31/21)       Jennifer Robbins
  College of Professional Sciences (through 07/31/22)    Leslie Prosk-Beres
  Williams College of Business (through 07/31/20)       Kevin Devine

STAFF
  Assistant Vice President, Provost Budget and Planning  Carol J. Maegly
  Associate Vice President, Financial Planning and Budget   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 Provost and CIO      Jeff Edwards
General Counsel and Secretary to the Board  Joseph Feldhaus
Dean, College of Professional Sciences    Paul Gore
Dean, Williams College of Business        Tom Hayes
Associate Provost for Academic Affairs     vacant
Associate Provost for Student Affairs     Dave Johnson
Director, Strategic Communications     Kelly Leon
Vice President for Enrollment Management  Aaron Meis
Dean, College of Arts and Sciences          David Mengel
Assistant to the President/CMO            Debra Mooney
Associate Vice President for Human Resources  Connie Perme
Executive Director, Enrollment Management   Kelly Pokrywka
Assistant VP, Marketing and Communications  Doug Ruschman
Associate VP, Financial Planning and Budget  Shawn Schuler
Vice President for Facilities           Robert M. Sheeran
Chief Diversity and Inclusion Officer  Janice Walker

APPOINTED - Four faculty members
  Leslie Prosk-Beres, (CPS) Education (through 7/31/22)
  Rick Mullins, Chemistry – (through 07/31/19)  [Faculty Committee Chair]
  Rashmi Assudani, (WCB) Management & Entrepreneurship (through 07/31/20)
  Mark Meyers,  (CPS) Ed Administration (through 07/31/21)
  Karim Tiro, (CAS) History – (through 7/31/19)

Professional staff representative
  Kevin Lavelle, Staff Advisory Committee Chair (through 12/31/2019)

Support staff representative
  Diana Hodge-Hill, Residence Life Staff Member (through 7/31/19)

Two undergraduate student representatives
  Kathryn Longfellow (2018-2019)
  Chris Harding (2018-2019)

Graduate student representative
  Ross Cirincione (2017-2018)
13. **XAVIER TECHNOLOGY COMMITTEE (XTC)**

**Charge**
The Xavier Technology Committee (XTC) provides information-gathering, analysis and recommendations on a wide range of university technologies. The XTC advises regarding 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. Additionally, the XTC serves as a clearing house for technology information and educates the university community on technology. 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. The XTC is divided up into two subcommittees; Academic Technology and Administrative Technology. The XTC receives input from the two subcommittees and is the decision-making body with respect to the charge.

The role for the Administrative Technology subcommittee includes:

1. Review strategic technology direction and plan for IT projects as it advances the business of Xavier University.
2. Review IT investment and planning for administrative technology needs
   - Prioritize of operational efficiency projects led by the Project Management Office
   - Provide oversight to data consistency across the organization provided by the Data Stewards
   - Ensure the University follows the software acquisition approval process – CIO
3. Review and recommend administrative IT policies
4. Review major projects to ensure optimal benefits
5. Provide guidance on budgeting

The role for the Academic Technology subcommittee:

1. Guide the strategic technology direction for instruction and academic research
2. Perform academic technology needs assessment
3. Review IT investment and planning for academic technology needs
4. Recommend and review major academic projects to ensure optimal benefits
5. Review and recommend IT policies for teaching, learning, and research.

**Membership**
The membership consists of a minimum of eight faculty members, at least one from each College, seven are elected by the Faculty Assembly, one is appointed; and eight staff member representatives from across the university including the Associate Provost and CIO for Information Technologies, the Associate Provost for Academic Affairs, Application Services Executive Director and a student appointed by the Student Government Association (SGA).

The Associate Provost and CIO and a faculty member elected by the committee serve as co-chairs. The Associate Provost and CIO chairs the administrative technology subcommittee and the faculty co-chair of the XTC serves as the chair of the academic technology subcommittee. Members can join one or both subcommittees.

**Reporting**
The committee sends its reports to the Provost/Chief Academic Officer, the UPRC, the Faculty Committee, and the Staff Advisory Council (SAC) through an appointed liaison.

**Current Membership:**

Mr. Jeff Edwards – **Co-Chair**
Dr. Lauren Laker (f-19,3) – **Faculty Co-Chair**
Ms. Julie Kugler-Ackley (f-e-18,3)
Ms. Blis DeVault (f-e-18,3)
Dr. Joan Tunningley (f-e-18,3) (CPS)
Mr. Bruce Erikson (f-e-18,3) (CAS)
Dr. Alan Jin (WCB) (f-17,3)
Dr. Eleni Tsalla (CAS) (f-17,3)
Dr. Holly Kaminski (CAS) (f-e-19,3)
Mr. Benjamin Lerais (s), 2019-2020
Dr. Diane Ceo-DiFrancesco
Ms. Carol Maegly
Ms. Susan Abel
Mr. Mark Brockman
Mr. Jeff Coleman
Mrs. Kelly Pokrywka
Mr. Doug Ruschman
Mr. Phil Chick
Ms. Connie Perme

**Representing**

- Associate Provost and CIO for Information Technologies
- WCB faculty
- CPS faculty
- CAS faculty
- at-large faculty
- at-large faculty
- at-large faculty
- SGA

- Interim Associate Provost for Academic Affairs
- Asst. VP, Provost Budget & Planning
- Assoc. VP for University Relations, Internal Operations
- Executive Director, Information Technologies
- VP, Risk Management
- Asst. VP, Enrollment Management
- Asst. VP, Marketing & Communications
- VP, Financial Administration and CBO
- Assoc. VP, Human Resources

Office of the Provost and CAO  -34-  membership updated 11/20/2019

HIGHLIGHTED ITEMS INDICATE REPLACEMENTS OR RE-APPOINTMENTS ARE PENDING