# XAVIER UNIVERSITY
## 2018-2019

### TABLE OF CONTENTS

**ACADEMIC COMMITTEES** (p. 3-20)
**UNIVERSITY COMMITTEES** (p. 21-34)

<table>
<thead>
<tr>
<th>TITLE</th>
<th>PAGE NO.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Key</td>
<td>2</td>
</tr>
<tr>
<td>Academic Planning Committee</td>
<td>3</td>
</tr>
<tr>
<td>Academic Program Health Committee</td>
<td>4</td>
</tr>
<tr>
<td>Admission Committee</td>
<td>5</td>
</tr>
<tr>
<td>Board of Graduate Studies</td>
<td>6</td>
</tr>
<tr>
<td>Board of Undergraduate Studies</td>
<td>7</td>
</tr>
<tr>
<td>College of Arts and Sciences Curriculum Committee</td>
<td>8</td>
</tr>
<tr>
<td>College of Professional Sciences Curriculum Committee</td>
<td>9</td>
</tr>
<tr>
<td>Williams College of Business Curriculum Committee</td>
<td>10</td>
</tr>
<tr>
<td>Core Curriculum Assessment Committee</td>
<td>11</td>
</tr>
<tr>
<td>Core Curriculum Committee</td>
<td>12</td>
</tr>
<tr>
<td>Ethics/Religion and Society (E/RS) Committee</td>
<td>13</td>
</tr>
<tr>
<td>Faculty Committee</td>
<td>14</td>
</tr>
<tr>
<td>Faculty Development Committee</td>
<td>15</td>
</tr>
<tr>
<td>Faculty Hearing Committee</td>
<td>16</td>
</tr>
<tr>
<td>Financial Aid and Scholarship Committee</td>
<td>17</td>
</tr>
<tr>
<td>Institutional Review Board</td>
<td>18</td>
</tr>
<tr>
<td>Library Committee</td>
<td>19</td>
</tr>
<tr>
<td>University Rank and Tenure Committee</td>
<td>20</td>
</tr>
<tr>
<td>Athletic Advisory Board</td>
<td>21</td>
</tr>
<tr>
<td>Benefits Committee</td>
<td>22</td>
</tr>
<tr>
<td>Campus Safety Committee</td>
<td>23</td>
</tr>
<tr>
<td>Commencement Committee</td>
<td>24</td>
</tr>
<tr>
<td>Communications and Marketing Network</td>
<td>25</td>
</tr>
<tr>
<td>Grievance Committee</td>
<td>26</td>
</tr>
<tr>
<td>Parking Committee</td>
<td>27</td>
</tr>
<tr>
<td>Staff Advisory Committee</td>
<td>28</td>
</tr>
<tr>
<td>University Calendar Committee</td>
<td>29</td>
</tr>
<tr>
<td>University Committee on Public Honors</td>
<td>30</td>
</tr>
<tr>
<td>University Harassment Hearing Board</td>
<td>31</td>
</tr>
<tr>
<td>University Planning and Resourcing Council</td>
<td>32</td>
</tr>
<tr>
<td>Xavier Technology Committee</td>
<td>33</td>
</tr>
</tbody>
</table>
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
Richard Mullins, CAS (f-17,2) CAS
Haider Raad, CAS (f-17,3) CAS
Kristen Renzi, CAS (f-17,1) CAS
Laney Bender-Slack, CPS (f-17,1) CPS
Jennifer Gibson, CPS (f-17,2) CPS
Doug Olberding, CPS (f-17,3) CPS
Mee-Shew Cheung, WCB (f-17,2) WCB
Cam Cockrell, WCB (f-17,1) WCB
Lynda Kilbourne, WCB (f-17,3) WCB
Melissa Bauman, Provost and CAO (x) non-voting Provost & CAO
Debbie VanKuiken (x) non-voting Faculty Committee Chair
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:**

<table>
<thead>
<tr>
<th>Name</th>
<th>College</th>
<th>Term</th>
<th>Representing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thilini Ariyachandra (WCB)</td>
<td>WCB</td>
<td>(f-17,3)</td>
<td>Chair</td>
</tr>
<tr>
<td>Liz Johnson (CAS)</td>
<td>CAS</td>
<td>(f-17,3)</td>
<td>CAS</td>
</tr>
<tr>
<td>Stephen Yandell (CAS)</td>
<td>CAS</td>
<td>(f-16,3)</td>
<td>CAS</td>
</tr>
<tr>
<td>Jennifer Robbins (CAS)</td>
<td>CAS</td>
<td>(f-16,3)</td>
<td>CAS</td>
</tr>
<tr>
<td>Cindy Dulaney (CPS)</td>
<td>CPS</td>
<td>(f-17,3)</td>
<td>CPS &amp; graduate program</td>
</tr>
<tr>
<td>Lisa Jutte (CPS)</td>
<td>CPS</td>
<td>(f-16,3)</td>
<td>CPS</td>
</tr>
<tr>
<td>Christian Mastilak (WCB)</td>
<td>WCB</td>
<td>(f-17,3)</td>
<td>WCB</td>
</tr>
<tr>
<td>David Yi (WCB)</td>
<td>WCB</td>
<td>(f-16-3)</td>
<td>WCB &amp; graduate program</td>
</tr>
<tr>
<td>Debbie VanKuiken (x)</td>
<td></td>
<td></td>
<td>Faculty Committee Chair</td>
</tr>
<tr>
<td>Ryan Hart (x) non-voting</td>
<td></td>
<td></td>
<td>Institutional Research</td>
</tr>
</tbody>
</table>
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>Representing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ms. Lauren Parcell</td>
<td>Co-Chair, Representing Undergraduate Admission</td>
</tr>
<tr>
<td>Dr. Doug Olberding (CPS) (f-e-16,3)</td>
<td>Faculty co-chair, CPS</td>
</tr>
<tr>
<td>Dr. David Gerberry (CAS) (f-e-16,3)</td>
<td>CAS</td>
</tr>
<tr>
<td>Dr. Ann Ray (f-e-18,3) (CAS)</td>
<td>at large</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>Sandy Chan</td>
<td>Student Affairs</td>
</tr>
<tr>
<td>Ms. Donna Salak</td>
<td>Financial Aid</td>
</tr>
<tr>
<td><strong>Tim Morse (s) – 2017-2018</strong></td>
<td>SGA</td>
</tr>
<tr>
<td><strong>Sara E. Meuche (s) – 2017-2018</strong></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>Name</th>
<th>College</th>
<th>Term</th>
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</thead>
<tbody>
<tr>
<td>Dr. James Helmer (CAS)</td>
<td>CAS</td>
<td>f-e-18,3</td>
</tr>
<tr>
<td>Dr. Tim Brownlee (CAS)</td>
<td>CAS</td>
<td>f-e-18,3</td>
</tr>
<tr>
<td>Dr. Lesley Roth (CPS)</td>
<td>CPS</td>
<td>f-e-18,3</td>
</tr>
<tr>
<td>Dr. Jen Gibson (CPS)</td>
<td>CPS</td>
<td>f-e-16,3</td>
</tr>
<tr>
<td>Dr. Rashmi Assudani (WCB)</td>
<td>WCB</td>
<td>f-e-16,3</td>
</tr>
<tr>
<td>Dr. Paul Fiorelli (WCB)</td>
<td>WCB</td>
<td>f-e-17,3</td>
</tr>
<tr>
<td>Dr. Steven Herbert (x), Associate Provost for Academic Affairs</td>
<td>Dean of the Graduate School</td>
<td>(non-voting)</td>
</tr>
<tr>
<td>Dr. Paul Gore (x), Dean</td>
<td>Dean</td>
<td>CPS</td>
</tr>
<tr>
<td>Dr. Dennis Long (x), Associate Dean</td>
<td>Dean</td>
<td></td>
</tr>
<tr>
<td>Dr. Tom Hayes (x), Dean</td>
<td>Dean</td>
<td>WCB</td>
</tr>
<tr>
<td>Dr. Michele Matherly (x), Associate Dean</td>
<td>Dean</td>
<td>WCB</td>
</tr>
<tr>
<td>Dr. David Mengel (x), Dean</td>
<td>Dean</td>
<td>CAS</td>
</tr>
<tr>
<td>Dr. Andrea Wawrzusin</td>
<td>University Registrar</td>
<td>(x) (non-voting)</td>
</tr>
<tr>
<td>Dr. Melissa Baumann</td>
<td>Provost &amp; CAO</td>
<td>(x) (non-voting)</td>
</tr>
<tr>
<td>Ms. Bailey Niekamp (gs) – 2017-2018</td>
<td>Graduate Student Association</td>
<td></td>
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**Staff to the Committee**

<table>
<thead>
<tr>
<th>Name</th>
<th>College</th>
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</thead>
<tbody>
<tr>
<td>Mr. Roger Bosse, Assistant Dean of the Graduate School</td>
<td>Graduate School</td>
</tr>
</tbody>
</table>

Office of the Provost and CAO membership updated 6/1/2018

HIGHLIGHTED ITEMS INDICATE REPLACEMENTS OR RE-APPOINTMENTS ARE PENDING
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. Niamh O’Leary, (CAS) (f-e-16,3) Chair, Spring 2018-Fall 2018 Representing
Dr. Supaporn Kradtap (CAS) (f-e-18,3) CAS
Dr. Doug Olberding (CPS) (f-e-17,3) CPS
Dr. Dalia Diab, (CPS) (f-e-16,3) CPS
Dr. David Hyland (WCB) (f-e-18,3) WCB
Dr. Amit Sen (WCB) (f-e-17,3) WCB
Dr. Paul Gore (x), Dean, College of Professional Sciences Dean, CPS
Dr. Dennis Long (x), Associate Dean (usually represents CPS dean) Dean, CPS
Dr. Tom Hayes (x), Dean, Williams College of Business Dean, WCB
Dr. Michele Matherly (x), Associate Dean (usually represents WCB dean) Dean, WCB
Dr. David Mengel (x), Dean, College of Arts and Sciences Dean, CAS
Dr. Gary Lewandowski (x), Associate Dean (usually represents CAS dean) Dean, CAS
Dr. Andrea Wawrzuwin, University Registrar (x) (non-voting) Registrar
Dr. Melissa Baumann, Provost & Chief Academic Officer (x) (non-voting) Provost & CAO
Ms. Emma Krummenacher (s) (WCB) – 2017-2018 Representing
Mr. Jacqueline Fox (s) (CPS) – 2017-2018 SGA
Ms. Ryan Kambich (s) (CAS) – 2017-2018 SGA

Office of the Provost and CAO -7- membership updated 6/1/2018

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. Mollie McIntosh,** (Biology/Chemistry) (f-e-c-15,3) – Chair 2017-2018
- **Dr. Michael Sweeney,** (Philosophy/Theology) (f-e-c-17,3)
- **Dr. Bin Yu,** (Political Science/Sociology/History) (f-e-c-15,3)
- Mr. James Green, Librarian (x) (16, 2)
- Dr. Carla Gerberry (Physics/Math/CSCI) (f-e-c-16,3)
- Dr. Carol Winkelmann (Classics/Modern Lang/English) (f-e-c-16,3)
- Dr. Randy Patnode, (CommArts/Music & Theater/Arts) (f-e-c-17,3)
- Dr. Gary Lewandowski, Associate Dean, CAS
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:
Donna Endicott, Rad Tech, (f-e-c-15,3) – Co-Chair (2017-2018)
Karl Stukenberg, Psychology, (f-e-c-17,3)
Kelly Bohnhoff, Nursing, (f-e-c-16,3)
Stephanie Donauer, Health Services Administration, (f-e-c-16,3) – Co-Chair (2017-2018)
Leah Dunn, OT, (f-e-c-16,3)
Cheryl Jonson, Criminal Justice, (f-e-c-16,3)
Ahlam Lee, Leadership Studies and HRD, (f-e-c-17,3)
Marty Weaver, Military Science (f-e-c-17,3)
Butch Losey, Counseling, (f-e-c-16,3)
Elisabeth Macrum, Sports Studies (f-e-c-17,3)
Winston Vaughan, School of Education (f-e-c-17,3)
Margaret Groeschen (x), Librarian
Dennis Long (x), Associate Dean, CPS
Paul Gore (x), Dean, CPS

Office of the Provost and CAO -9- membership updated 6/1/2018
HIGHLIGHTED ITEMS INDICATE REPLACEMENTS OR RE-APPOINTMENTS ARE PENDING
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. Jamie Pawlukiewicz, Finance (f-e-c-15,3), Chair
Dr. Adekunle Okunoye, Management Information Systems (f-e-c-17,1) *completing term of Debbie Tesch*
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)

Office of the Provost and CAO -10- membership updated 6/1/2018
HIGHLIGHTED ITEMS INDICATE REPLACEMENTS OR RE-APPOINTMENTS ARE PENDING
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 and to the Associate Provost for Academic Affairs.

**Current Membership:**
- Dottie Engle (CAS) – (f-e-17,3), Chair
- Heidrun Schmitzer (CAS) – (f-e-17,3), Co-chair
- Max Buo (CAS) – (f-e-18,3)
- Bruce Erikson (CAS) – (f-e,18,3)
- Laura Youderian (WCB) – (f-e-16,3)
- Adekunle Okunoye (WCB) – (f-e-18,3)
- Julie Kugler-Ackley (CPS) – (f-e-18,3)
- Jaylene Schaefer (CPS) – (f-e-17,3)

**Representing**
- CAS
- any college
- CAS
- any college
- WCB
- WCB
- CPS
- CPS

**Tim Brownlee (CCC representative) – 2017-2018**

**Core Curriculum Committee**

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

Office of the Provost and CAO -11- membership updated 6/1/2018

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: Representing
Co-Chair TBD
Danny Otero (CAS) – (f-e-16,3) Co-Chair CAS
Paul O’Hara (CAS) – (f-e-16,3) CAS
Esmeralda Nastase (CAS) – (f-e-18,3) CAS
David Yi (WCB) – (f-e-17,3) WCB
David Zoogah (WCB) – (f-e-17,3) WCB
Lesley Roth (CPS) – (f-18,3) CPS
Karl Stuckenberg (CPS) – (f-16,3) CPS
Teresa Young(CPS) – (f-16,3) CPS
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: Representing
Dr. Gabe Gottlieb, Director of E/RS, Chair (x) (non-voting) E/RS, Endowed Chair
Dr. Dan Dwyer, Philosophy (f-e-17,3) Philosophy
Dr. Martin Madar (Theology) (f-e-18,3) Theology
Dr. Carol Winkelmann, English (f-e-16,3) English
Dr. James Helmer, (CAS), at-large (f-e-17,3) at large
Dr. Jennifer Robbins (CAS), at-large (f-e-18,3) at large
Dr. Amit Sen (Economics) (f-e-16,3) WCB
Dr. Alan Jin (Mgmt/Entre) (f-e-18,3) WCB
Dr. Betsy List (Nursing) (f-e-16,3) CPS
Dr. Joshua Shanklin – (CPS) (f-e-17,3) CPS
Dr. Paul Fiorelli, Dir. of Xavier Center for Bus. Ethics & Social Resp. (x) (non-voting)
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>Position</th>
<th>College</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Rick Mullins, (CAS)</td>
<td>f-e-16,3</td>
<td>CAS</td>
</tr>
<tr>
<td>Dr. Marco Fatuzzo, (CAS)</td>
<td>at large</td>
<td>any college</td>
</tr>
<tr>
<td>Dr. Mack Mariani (CAS)</td>
<td>f-e-18,3</td>
<td>CAS</td>
</tr>
<tr>
<td>Dr. Stephen Yandell (CAS)</td>
<td>at large</td>
<td>any college</td>
</tr>
<tr>
<td>Dr. Dalia Diab (CPS)</td>
<td>f-e-18,3</td>
<td>CPS</td>
</tr>
<tr>
<td>Dr. Debra VanKuiken, (CPS)</td>
<td>f-e-16,3</td>
<td>CPS</td>
</tr>
<tr>
<td>Dr. Brian Balyeat (WCB)</td>
<td>f-e-18,3</td>
<td>any college</td>
</tr>
<tr>
<td>Ms. Joyce Allen (WCB)</td>
<td>f-e-17,3</td>
<td>WCB</td>
</tr>
<tr>
<td>Dr. Thilini Ariyachandra (WCB)</td>
<td>f-e-16,3</td>
<td>WCB</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>Chair, TBD</th>
<th>Representing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Hem Raj Joshi (CAS), (f-e-16,3)</td>
<td>at large</td>
</tr>
<tr>
<td>Dr. Randy Browne (CAS), (f-18,3)</td>
<td>at large</td>
</tr>
<tr>
<td>Dr. Supaporn Kradtap (CAS) – (f-e-17,3)</td>
<td>CAS</td>
</tr>
<tr>
<td>Dr. Leslie Prosak-Beres (CPS), (f-e-16,3)</td>
<td>CPS</td>
</tr>
<tr>
<td>Dr. Tim Kruse (WCB) (f-e-16,3)</td>
<td>WCB</td>
</tr>
<tr>
<td>Dr. Mee-Shew Cheung (WCB) (f-e-16,3)</td>
<td>at large</td>
</tr>
<tr>
<td>Dr. Steve Herbert, Associate Provost for Academic Affairs (x)</td>
<td></td>
</tr>
</tbody>
</table>

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>Current Membership</th>
<th>Representing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Tom Kessinger  (CPS) (f-e-17,3)</td>
<td>CPS</td>
</tr>
<tr>
<td>Dr. Christian Mastilak (WCB) (f-16,3)</td>
<td>any college</td>
</tr>
<tr>
<td>Dr. Kathleen Smythe (CAS) (f-e-16,3)</td>
<td>CAS</td>
</tr>
<tr>
<td>Dr. Kathy Winteman (CPS) (f-e-17,3)</td>
<td>any college</td>
</tr>
<tr>
<td>Dr. Elaine Crable (WCB) (f-e-16,3)</td>
<td>WCB</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>Representing</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enrollment Management</td>
<td>Ms. Donna Salak, Director, Financial Aid, CHAIR</td>
</tr>
<tr>
<td>CAS</td>
<td>Dr. Jim Snodgrass, (at large) (CAS) (f-14,3), Faculty Co-Chair 1/3/17-completing term of R. Chrustil</td>
</tr>
<tr>
<td>WCB</td>
<td>Dr. Kate Loveland (WCB) (f-15,3)</td>
</tr>
<tr>
<td>any college</td>
<td>Dr. Eleni Tsalla (CAS) (f-e-17,3)</td>
</tr>
<tr>
<td>CPS</td>
<td>Dr. Julie Kugler-Ackley (CPS) (f-15,3)</td>
</tr>
<tr>
<td>Student Affairs</td>
<td>Kevin Protho, Residence Life, (ste-18,3)</td>
</tr>
<tr>
<td>Student Success</td>
<td>Ms. Kelley Bellin, Student Success, (ste-18,3)</td>
</tr>
<tr>
<td>TRIO</td>
<td>Dr. Daniel McSpadden (x)</td>
</tr>
<tr>
<td>SGA</td>
<td>Will Breaux (s) – 2017-2018</td>
</tr>
<tr>
<td>SGA</td>
<td>Ellen Rakowski (s) – 2017-2018</td>
</tr>
<tr>
<td>Associate Dean any college</td>
<td>Dr. Gary Lewandowski, Associate Dean of CAS (a-p, 16,3) starting 1/3/2017</td>
</tr>
<tr>
<td>Undergraduate Admission</td>
<td>Ms. Lauren Parcell (x)</td>
</tr>
<tr>
<td>Financial Aid</td>
<td>Ms. Kris Killen, staff to committee</td>
</tr>
<tr>
<td></td>
<td>Ms. Kris Killen, staff to committee</td>
</tr>
</tbody>
</table>

Office of the Provost and CAO -17- membership updated 6/1/2018

**HIGHLIGHTED ITEMS INDICATE REPLACEMENTS OR RE-APPOINTMENTS ARE PENDING**
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>Representing</th>
<th>Name</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>faculty</td>
<td>Dr. Morell Mullins, Chair (f-p)</td>
<td>Professor of Psychology</td>
</tr>
<tr>
<td>faculty</td>
<td>Dr. Joanne Estes, Vice Chair (f-p)</td>
<td>Assistant Professor of Occupational Therapy</td>
</tr>
<tr>
<td>faculty</td>
<td>Dr. James Loveland, (f-p)</td>
<td>Assistant Professor of Marketing</td>
</tr>
<tr>
<td>faculty</td>
<td>Dr. Charles Grossman, (f-p)</td>
<td>Professor of Biology</td>
</tr>
<tr>
<td>faculty</td>
<td>Dr. Butch Losey, (f-p)</td>
<td>(CPS – Counseling)</td>
</tr>
<tr>
<td>faculty</td>
<td>Dr. Linda Moore, (f-p)</td>
<td>Professor of Nursing</td>
</tr>
<tr>
<td>faculty</td>
<td>Dr. Heidi Park, (f-p)</td>
<td>Assistant Professor, Theology (has resigned)</td>
</tr>
<tr>
<td>faculty</td>
<td>Dr. Tammy Sonmentag, (f-p)</td>
<td>(CPS – Psychology)</td>
</tr>
<tr>
<td>community</td>
<td>Mr. Ray Sinclair, (c-p)</td>
<td></td>
</tr>
<tr>
<td>community</td>
<td>Ms. Christine Shimrock (c-p; prisoner advocate, only votes on studies involving incarcerated individuals)</td>
<td></td>
</tr>
<tr>
<td>faculty</td>
<td>Dr. Kathleen Hart (f-p)</td>
<td>Professor of Psychology (child advocate, only votes on studies involving minors)</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:**

<table>
<thead>
<tr>
<th>Representing</th>
<th>Current Membership:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair, TBD</td>
<td>Marita von Weissenberg (CAS) (f-e-18,3)</td>
</tr>
<tr>
<td>WCB</td>
<td>Dr. David Hyland (WCB) (f-e-18,3)</td>
</tr>
<tr>
<td>any college</td>
<td>Dr. Kristen Renzi (CAS) (f-e-16,3),</td>
</tr>
<tr>
<td>CAS</td>
<td>Julie Kugler-Ackley (CPS) (f-e-17,3)</td>
</tr>
<tr>
<td>Librarian</td>
<td>Ms. Michelle Early</td>
</tr>
<tr>
<td>Librarian</td>
<td>Ms. Alison Morgan</td>
</tr>
<tr>
<td>(non-voting)</td>
<td>Ken Gibson (x), Director, University Library</td>
</tr>
<tr>
<td>Presidential</td>
<td>Mary Pranger (st-ap-17,3)</td>
</tr>
<tr>
<td>appointment</td>
<td>Beth Tracy-Kaliski (st-ap-16,3)</td>
</tr>
<tr>
<td>Presidential</td>
<td>Kristin Pitt (s) – 2017-2018</td>
</tr>
<tr>
<td>SGA</td>
<td>Joseph Spirk (s) – 2017-2018</td>
</tr>
<tr>
<td>SGA</td>
<td></td>
</tr>
</tbody>
</table>
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>Current 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></td>
<td>, Faculty co-Chair (TBD)</td>
</tr>
<tr>
<td>CAS - mathematics</td>
<td>Dr. Jim Snodgrass (CAS) (f-e-18,3)</td>
</tr>
<tr>
<td>CAS – at-large</td>
<td>Dr. José María Mantero (CAS) (f-e-16,3) 2017 yr. completing term of G. Lewandowski</td>
</tr>
<tr>
<td>CAS</td>
<td>Dr. Jodi Wyett (CAS) (f-e-17,3)</td>
</tr>
<tr>
<td>CPS</td>
<td>Dr. Brent Richardson (CPS) (f-e-16,3)</td>
</tr>
<tr>
<td>CPS</td>
<td>Dr. Morrie Mullins (CPS) (f-e-18,3)</td>
</tr>
<tr>
<td>WCB</td>
<td>Dr. Shelly Webb (WCB) (f-e-16,3)</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:

<table>
<thead>
<tr>
<th>Representing</th>
<th>Name</th>
<th>Position</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>faculty Presidential appt</td>
<td>Dr. Brent Richardson, Chair</td>
<td>faculty</td>
<td></td>
</tr>
<tr>
<td>faculty</td>
<td>Dr. Doug Olberding (CPS) (f-17,3)</td>
<td>faculty</td>
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</tr>
<tr>
<td>faculty</td>
<td>Dr. Michelle Hall (f-18,3)</td>
<td>faculty</td>
<td></td>
</tr>
<tr>
<td>administrative staff</td>
<td>Ms. Sarah Brinker-Good (ste-15,3)</td>
<td>administrative staff</td>
<td></td>
</tr>
<tr>
<td>SGA</td>
<td>Ms. Isabel Roberts-Hamilton (s) – 2017-2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SGA</td>
<td>Ms. Tianna Vozar (s) – 2017-2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>alumni</td>
<td>Mr. Paul McCauley (a-18,3) (Alumni Representative)</td>
<td>alumni</td>
<td></td>
</tr>
<tr>
<td>alumni</td>
<td>Ms. Amanda Lang Wetterer (a-18,3)</td>
<td>alumni</td>
<td></td>
</tr>
<tr>
<td>NCAA Faculty Rep.</td>
<td>Sr. Rose Ann Fleming (x)</td>
<td>NCAA Faculty Rep.</td>
<td></td>
</tr>
<tr>
<td>NCAA Faculty Rep.</td>
<td>Dr. Christian End (x) (as of 2016-2017)</td>
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Staff:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Term</th>
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</thead>
<tbody>
<tr>
<td>Mr. Greg Christopher, VP for Administration and Director of Athletics</td>
<td></td>
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</tr>
<tr>
<td>Dr. Susan Lipnickey, Senior Women’s Administrator</td>
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</tbody>
</table>
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></th>
<th>Representing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Richard Mullins (f-16, 3), faculty co-chair</td>
<td>Faculty</td>
</tr>
<tr>
<td>Dr. Julie Cagle (f-17,3)</td>
<td>Faculty</td>
</tr>
<tr>
<td>Dr. David Gerberry, (f-16, 3)</td>
<td>Faculty</td>
</tr>
<tr>
<td>Dr. Michael Goldweber (f-17,3)</td>
<td>Faculty</td>
</tr>
<tr>
<td>Dr. Aaron Szymkowiak (f-17,3)</td>
<td>Faculty</td>
</tr>
<tr>
<td><strong>Ms. Mary Ann Grimsley</strong> (st-15,3), administrative co-chair</td>
<td>Staff</td>
</tr>
<tr>
<td>Ms. Kim Diehl (st-16,3)</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. Cheryl McElroy (st-16,3)</td>
<td>Staff</td>
</tr>
<tr>
<td>Ms. Terri Millennor (st-16,3)</td>
<td>Staff</td>
</tr>
<tr>
<td>Ms. Pam Sanders (st-17,3)</td>
<td>Staff</td>
</tr>
</tbody>
</table>

**Staff to Committee:**
Suzanne Leiker, Director, Payroll & Disbursements
Sarah Densford, Associate Director, Total Rewards and HRIS
Teresa Hardin, Benefits Coordinator
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>Represented</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Safety/Chief of Campus Police (x)</td>
<td>Daniel Hect, Chair (x) voting</td>
</tr>
<tr>
<td>CPS Faculty</td>
<td>Cheryl Jonson (CPS) – (f-15,3)</td>
</tr>
<tr>
<td>CAS Faculty</td>
<td>Charles Grossman (CAS) – (f-15,3)</td>
</tr>
<tr>
<td>WCB Faculty</td>
<td>Christian Mastilak (WCB) – (f-15,3)</td>
</tr>
<tr>
<td>Staff appt</td>
<td>Ernie Sparks (SAC) – (ste-15,3)</td>
</tr>
<tr>
<td>SGA</td>
<td>Rick Lopez (SAC) – (ste-15,3)</td>
</tr>
<tr>
<td>Executive Director, University Communications</td>
<td>Amanda Quijada-Crisostomo (gs) – 2017-2018</td>
</tr>
<tr>
<td>Manager Support Services</td>
<td>Shawn Bryce, (x) voting</td>
</tr>
<tr>
<td>VP for Business Services and Risk Management</td>
<td>Jeff Coleman, (x) voting</td>
</tr>
<tr>
<td>Clery Compliance and Safety</td>
<td>Kenneth Grossman, (x) voting</td>
</tr>
<tr>
<td>Associate Director, Physical Plant</td>
<td>Mark Hanlon, (x) voting</td>
</tr>
<tr>
<td>Sr. Director, Residence Life</td>
<td>Lori Lambert, (x) voting</td>
</tr>
<tr>
<td>Executive Director, University Communications</td>
<td>Doug Ruschman, (x) voting</td>
</tr>
<tr>
<td>Manager Support Services</td>
<td>Denny Singel, Staff to Committee</td>
</tr>
</tbody>
</table>

Office of the Provost and CAO -23- membership updated 6/1/2018

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>Position</th>
<th>Name</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provost &amp; CAO, Chair</td>
<td>Dr. Melissa Baumann</td>
<td>Acting Provost &amp; CAO</td>
</tr>
<tr>
<td>Registrar, co-chair</td>
<td>Dr. Andrea Wawrzusin</td>
<td>Registrar</td>
</tr>
<tr>
<td>co-chair</td>
<td>Bro. Darrell Burns</td>
<td>Assistant Registrar</td>
</tr>
<tr>
<td>Assistant Registrar</td>
<td>Ms. Whitney Costner</td>
<td></td>
</tr>
<tr>
<td>Faculty, co-chair</td>
<td>Dr. Elisabeth Macrum</td>
<td>Faculty</td>
</tr>
<tr>
<td>Faculty</td>
<td>Dr. Richard Mullins</td>
<td>Faculty</td>
</tr>
<tr>
<td>Faculty</td>
<td>Dr. Mee-Shew Cheung</td>
<td>Faculty</td>
</tr>
<tr>
<td>Staff-Presidential appt</td>
<td>Mr. Jack Fussinger</td>
<td></td>
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**Representing**

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>Provost &amp; CAO</td>
<td>Dr. Melissa Baumann</td>
<td>Acting Provost &amp; CAO</td>
</tr>
<tr>
<td>Registrar</td>
<td>Dr. Andrea Wawrzusin</td>
<td>Registrar</td>
</tr>
<tr>
<td>Assistant Registrar</td>
<td>Bro. Darrell Burns</td>
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</tr>
<tr>
<td>Faculty</td>
<td>Ms. Whitney Costner</td>
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<tr>
<td>Faculty</td>
<td>Dr. Elisabeth Macrum</td>
<td>Faculty</td>
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<tr>
<td>Faculty</td>
<td>Dr. Richard Mullins</td>
<td>Faculty</td>
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<tr>
<td>Faculty</td>
<td>Dr. Mee-Shew Cheung</td>
<td>Faculty</td>
</tr>
<tr>
<td>Staff-Presidential appt</td>
<td>Mr. Jack Fussinger</td>
<td></td>
</tr>
</tbody>
</table>

**SGA**

- Talor Crawford (s) – 2017-2018
- Sam Peters (s) – 2017-2018

**University Communications**

- Ms. Kim Costanzo (x)
- Mr. Dan Hecht (x), Director
- Mr. Joshua Grace (x)
- Dr. Steve Herbert (x)
- Mr. Dave Johnson (x)
- Ms. Kelly King (x)
- Mr. Stacy Decker (x)
- Mr. Michael Riesenbeck
- Mr. Brian Maley (x)

**Associate Director, Campus Services**

- Ms. Bailey Niekamp (gs) – 2017-2018

**Graduate Student Association**

Staff:
- Ms. Deb Del Valle, Video & Web Producer, University Communications
- Ms. Margaret Maybury, Psychology Department Program Coordinator
- Ms. April Thomas, Graduate Program Manager

Office of the Provost and CAO -24- membership updated 6/1/2018

HIGHLIGHTED ITEMS INDICATE REPLACEMENTS OR RE-APPOINTMENTS ARE PENDING
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>Department</th>
<th>Representing</th>
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</thead>
<tbody>
<tr>
<td>Current Membership</td>
<td></td>
</tr>
<tr>
<td>Doug Ruschman, Chair, (x),</td>
<td></td>
</tr>
<tr>
<td>Dr. James Loveland (ap-16, 3)</td>
<td>Marketing faculty</td>
</tr>
<tr>
<td>Dr. David Houghton (ap-16, 3)</td>
<td>WCB</td>
</tr>
<tr>
<td>Dr. Elisabeth Macrum (ap-16, 3)</td>
<td>CPS</td>
</tr>
<tr>
<td>Dr. David Knutson (ap-17, 3)</td>
<td>CAS</td>
</tr>
<tr>
<td>Roger Bosse (x),</td>
<td>Graduate Enrollment</td>
</tr>
<tr>
<td>Lauren Parcell (x),</td>
<td>Enrollment</td>
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<tr>
<td>Rachel Biesik (x),</td>
<td>Financial Administration</td>
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<tr>
<td>Brian Hicks (x),</td>
<td>University Administration</td>
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<tr>
<td>Dave Johnson (x),</td>
<td></td>
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<tr>
<td>Leigh Ann Fibbe (x),</td>
<td></td>
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<tr>
<td>Leah Busam-Klenowski (x),</td>
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<tr>
<td>Susan Abel (x),</td>
<td></td>
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<tr>
<td>Emily Shipley (x),</td>
<td></td>
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<tr>
<td>Joe Shadle (x),</td>
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<tr>
<td>Sarah Barchick (x),</td>
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**Department:**

<table>
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<th>Department</th>
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<tbody>
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<td>University Communications</td>
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<td>Marketing/WCB</td>
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<td>Marketing/WCB</td>
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<td>Sports Studies</td>
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<td>Modern Languages</td>
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<td>Undergraduate Admission/</td>
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<td>Physical Plant</td>
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<td>Athletics</td>
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<tr>
<td>Associate Provost for Student Affairs</td>
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<td>Annual Fund</td>
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<tr>
<td>Student Involvement</td>
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<tr>
<td>Capital Campaign</td>
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<tr>
<td>Director of Institutional Research</td>
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<tr>
<td>Mission and Identity</td>
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<td>Enrollment Communications</td>
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**Staff to Committee:**

<table>
<thead>
<tr>
<th>Department</th>
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<tbody>
<tr>
<td>Emily Owens</td>
<td></td>
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<tr>
<td>Kevin Lavelle</td>
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<tr>
<td>Kim Costanzo</td>
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<tr>
<td>Lisa Wright</td>
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<tbody>
<tr>
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</table>

Office of the Provost and CAO -25- membership updated 6/1/2018

HIGHLIGHTED ITEMS INDICATE REPLACEMENTS OR RE-APPOINTMENTS ARE PENDING
6. GRIEVANCE COMMITTEE pending review of updates

**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. Kathy Winterman (CPS) (f-16,3)</td>
<td>Faculty</td>
</tr>
<tr>
<td>Dr. John Sniegocki (CAS) (f-17,3)</td>
<td>Faculty</td>
</tr>
<tr>
<td><strong>Mr. Glen Arnold (ste-p-15,3)</strong></td>
<td>Staff</td>
</tr>
<tr>
<td>Andrea Mersman (ste-p-16,3)</td>
<td>Staff</td>
</tr>
<tr>
<td><strong>Mr. Michael Svihlik (ste-p-15,3)</strong></td>
<td>Staff</td>
</tr>
</tbody>
</table>

Office of the Provost and CAO
-26- membership updated 6/1/2018
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:

<table>
<thead>
<tr>
<th>Name</th>
<th>College</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Bill Moran, Co-Chair</td>
<td>Administrator</td>
<td></td>
</tr>
<tr>
<td>Dr. Justin Link (CAS)</td>
<td>CAS</td>
<td>Faculty co-chair</td>
</tr>
<tr>
<td>Mr. Scott Beck (WCB)</td>
<td>WCB</td>
<td>Faculty</td>
</tr>
<tr>
<td>Dr. Ahlam Lee (CPS)</td>
<td>CPS</td>
<td>Faculty</td>
</tr>
<tr>
<td>Ms. Julie Ridge (st-15.3)</td>
<td>Staff</td>
<td></td>
</tr>
<tr>
<td>Ms. Sidnie Reed (st-15.3)</td>
<td>Staff</td>
<td></td>
</tr>
<tr>
<td>Ms. April Robles (ste-15.3)</td>
<td>Admin Staff</td>
<td></td>
</tr>
<tr>
<td>Mr. Greg McMullen (ste-15.3)</td>
<td>Admin Staff</td>
<td></td>
</tr>
</tbody>
</table>

NOTE: We would like to recommend that these four “Staff” and “Admin Staff” appointments be staggered. We are not getting the continuity we need out of these positions after that 3rd year, too much turnover at one time. If acceptable, we can see which 2 of the 4 wouldn’t mind remaining on for one more year so that we can get it staggered.

Katie Weiskircher (gs) – 2016-2017 GSA
Lauren Dencker (s) – 2017-2018 SGA

Staff to the Committee (non-voting members):

Mr. John Schulte, Executive Director of Physical Plant
Mr. Dan Hect, 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:
- **Greg Carpinello, Chair** (ste-e, 14,3) term continues until 12/31/2017
- **Kevin Lavelle, Chair-elect** (ste-e, 15,3 +2) – Chair term 1/1/18-6/30/2019
- Brandi Bryant (st-e, 15,3)
- Audrey Calloway (ste-e, 15,3)
- Lauren Cobble (ste-e, 15,3)
- David Justice (ste-e, 15,3)
- Mary Beth Dulle (st-e, 16,3)
- Tina Farrell (st-e, 16,3)
- Jody Jenike (ste-e, 16,3)
- Mason Rick (ste-e, 16,3)
- Don Reichman (st-e, 16,3)
- Angela Wyss (ste-e, 16,3)
- Susan Abel (ste-e, 17,3)
- Sarah Brinker-Good (ste-e, 17,3)
- Joya Dillard (st-e, 17,3)
- Douglas Riga (ste-e, 17,3)
- Emily Shipley (ste-e, 17,3)

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 and 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, Chair, (x) University Registrar - (Provost & CAO rep as Chair)
Dr. Melissa Baumann (x), Provost and Chief Academic Officer
Mr. Aaron Meis (x), Vice President Enrollment Mgmt & Student Success
Dr. Heather Balyeat (f-16,3) Faculty
Dr. Julia O’Hara (f-16,3) Faculty
Ms. Marsha Burton (x), Cintas, Special Events Representative
Ms. Leah Busam (x), Student Affairs Representative
Stephanie Daniels (x), Enrollment Mgmt & Student Success
Dr. Steve Herbert (x), Associate Provost AA & Dean of the Grad School
Mr. Dave Johnson (x), Associate Provost for Student Affairs
Dr. John F. Kucia (x), Administrative Vice President
Connie Perme (x), HR/Benefits
Kristen Pit (2017-2018), SGA
Angela Wyss (2017-2018), Staff Advisory Committee Representative
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:

<table>
<thead>
<tr>
<th>Representing</th>
<th>Current Membership</th>
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<tbody>
<tr>
<td>Provost and Chief Academic Officer</td>
<td>Dr. Melissa Baumann, (x) (Chair)</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, Alumni Relations</td>
<td>Brian Maley, (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>
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</tbody>
</table>

Staff:

Mr. Doug Ruschman, Executive Director, Office of University 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. 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)
Francie Case (s) – 2017-2018
Deja Edmond (s) – 2017-2018
Keara Richardson (s) – 2017-2018
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)
Deborah Kostoff (st-15,3)
Donna Williams (st-16,3)
Rita Winters (st-15,3)
12. UNIVERSITY PLANNING AND RESOURCING COUNCIL  pending update

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

EX-OFFICIO

UPRC Co-chairs
Provoest and Chief Academic Officer
VP, Financial Operations & Risk Management
Melissa Baumann
Jeff Coleman

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

Three Faculty members
College of Arts and Sciences (through 07/31/21)
Jennifer Robbins
College of Professional Sciences (through 07/31/19)
Lisa Jutte
Williams College of Business (through 07/31/20)
Kevin Devine

STAFF
Assistant Vice President Provost Budget and Planning
Carol J. Maegly
Assistant VP, 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
Steve Herbert
Associate Provost for Student Affairs
Dave Johnson
Director, Strategic Communications
Kelly Leon
Vice President for Enrollment Management
Aarón 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
Assistant 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
Rick Mullins, Chemistry – (through 07/31/19)  [Faculty Committee Chair]
Rashmi Assudani, (WCB) Management & Entrepreneurship (through 07/31/20)
Mark Meyers, (CPS) Ed Leadership (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
Kiana Salazar (2016-2018)
William Howard (2016-2018)

Graduate student representative
Ross Cirincione (2017-2018)

Office of the Provost and CAO  membership updated 6/1/2018

HIGHLIGHTED ITEMS INDICATE REPLACEMENTS OR RE-APPOINTMENTS ARE PENDING
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: Representing
Jeff Edwards, Co-Chair
Michael Flick, (X-17,1) (Faculty Co-chair)
Julie Kugler-Ackley (f-e-18,3)
Blis DeVault (f-e-18,3)
Lauren Laker (f-16,3)
Joan Tunningley (f-e-18,3) (CPS)
Bruce Erickson (f-e-18,3) (CAS)
Alan Jin (WCB) (f-17,3)
Eleni Tsalla (CAS) (f-17,3)
Chris D’Amato (s), 2017-2018
Steve Herbert
Carol Maegly
Susan Abel
Mark Brockman
Jeff Coleman
Kelly Pokrywka
Doug Ruschman

Associate Provost and CIO for Information Technologies
at-large faculty
CPS faculty
CAS faculty
WCB faculty
at-large faculty
at-large faculty
at-large faculty
at-large faculty
SGA
Associate Provost for Academic Affairs
Asst. VP, Provost Budget & Planning
Assoc. VP for University Relations, Internal Operations
Executive Director, Information Technologies
VP, Financial Administration
Asst. VP, Enrollment Management
Asst. VP, Marketing & Communications

Office of the Provost and CAO -34- membership updated 6/1/2018
HIGHLIGHTED ITEMS INDICATE REPLACEMENTS OR RE-APPOINTMENTS ARE PENDING