

MINUTES OF THE MEETING OF THE
ACADEMIC AND STUDENT AFFAIRS COMMITTEE OF THE
BOARD OF TRUSTEES OF THE UNIVERSITY OF LOUISVILLE

June 24, 2021

In Open Session

Members of the Academic and Student Affairs Committee of the University of Louisville Board of Trustees met at the Student Activities Center Ballroom, Belknap Campus, both in-person and virtually at 2:15 p.m., June 24, 2021, with members present and absent as follows:

Present: Dr. Raymond Burse, Chair
Ms. Sabrina Collins
Ms. Diane Porter
Prof. David Schultz
Ms. Sherrill Zimmerman

Other Trustees

Present: Mr. Scott Brinkman
Mr. John Chilton
Mr. Al Cornish
Ms. Diane Medley
Ms. Mary Nixon
Mr. James Rogers
Mr. John Smith

From the
University:

Dr. Neeli Bendapudi, President
Dr. Lori Gonzalez, Executive Vice President and University Provost
Mr. Dan Durbin, Vice President for Finance and CFO
Ms. Angela Curry, General Counsel and Vice President for Legal Affairs
Dr. Michael Wade Smith, Vice President for External Affairs and Chief of Staff
Dr. Jasmine Farrier, Vice President for University Advancement
Mr. Vince Tyra, Vice President for Athletics and Athletic Director
Dr. Toni Ganzel, Vice President for Academic Medical Affairs
Ms. Mary Elizabeth Miles, Vice President for Human Resources
Mr. Rehan Khan, Vice President for Information Technology Services
Mr. Mark Watkins, Sr. Associate Vice President for Operations
Ms. Sandy Russell, Assistant Vice President for Enterprise Risk and Compliance
Ms. Shannon Rickett, Assistant Vice President for Government Relations
Ms. Beverly Santamouris, Treasurer/Controller
Dr. Tracy Eells, Vice Provost for Faculty Affairs
Ms. Jessica Murnock, Deputy Chief of Staff, President's Office
Ms. Amy Shoemaker, University Counsel and Associate Athletic Director
Mr. Jeff Spoelker, Associate Athletic Director

Mr. John Carns, Associate Athletic Director
Dr. Thomas Hardy, Director of Campus Housing
Ms. Kim Adams, Chief Information Security Officer
Ms. Jennifer Mudd, Director of Integrity and Compliance
Ms. Stacie McCutcheon, Privacy Officer
Ms. Cheri Jones, Director of Audit Services
Prof. Richard Germain, Challenge for Excellence Chair, Supply Chain Mgmt.
Prof. Avery Kohlers, Interim Chair, Philosophy Department
Prof. Isabel Botero, Director of Family Business Center
Prof. Lauren Freeman, Philosophy Department
Mr. Michael Marquette, Director of Financial Analysis
Mr. Jake Beamer, Dir. of Governance & Strategic Initiatives & Asst. Secretary

From the UofL

Foundation: Mr. Keith Sherman, Executive Director

Guests: Mr. Chris Suda, Clifton Larson Allen
Ms. Kyla Greenhoe, Clifton Larson Allen
Mr. Ethan Lay, Clifton Larson Allen

I. Call to Order

Chair Burse called the roll and having determined a quorum present, called the meeting to order at 2:15 p.m.

Approval of Minutes, 3-18-2021

Prof. Schultz made a motion, which Ms. Collins seconded, to approve the minutes of the March 18, 2021 meeting.

The motion passed.

II. Action Item: Approval of Revised Bylaws for School of Nursing

Provost Gonzalez briefed the committee on the proposed changes to the bylaws and rules of the faculty organization in the School of Nursing. The intent of the revisions is to make the document more inclusive of all Nursing faculty and to redistribute service workload within the school.

The revisions were approved by the School of Nursing Faculty Organization and the Faculty Senate, and have been reviewed by the Provost's office and General Counsel.

Prof. Schultz made a motion, which Ms. Collins seconded, to approve the

President's recommendation that the Board of Trustees approve the revised School of Nursing Bylaws and Rules of the Faculty Organization, as attached.

The motion passed.

III. Action Item: Approval of Revised Bylaws for Speed School

The provost presented to the committee the proposed changes to the Organization Outline and Bylaws of the J.B. Speed School of Engineering, which were approved by the Speed School Faculty and the Faculty Senate. Additionally, the revisions have been reviewed by the Provost's office and General Counsel.

Prof. Schultz made a motion, which Ms. Collins seconded, to approve the

President's recommendation that the Board of Trustees approve the revised Organizational Outline and Bylaws of the J.B. Speed School of Engineering, as attached.

The motion passed.

IV. Action Items: Approval of New Academic Programs

Provost Gonzalez briefed the committee on the four new academic programs: a Graduate Certificate in Family Business Management and Advising; a Postgraduate Certificate in Pediatric Acute Care Nursing; an Undergraduate Certificate in Ethics; and a Graduate Certificate in Health Care Ethics.

The provost and representatives from the College of Business, College of Arts and Sciences, and School of Nursing fielded questions from committee members.

Graduate Certificate in Family Business Management and Advising

Prof. Schultz made a motion, which Ms. Collins seconded, to approve the

President's recommendation that the Board of Trustees approve the creation of the Graduate Certificate in Family Business Management and Advising, effective fall 2021.

The motion passed.

Post Graduate Certificate in Pediatric Acute Care Nursing

Prof. Schultz made a motion, which Ms. Collins seconded, to approve the

President's recommendation that the Board of Trustees approve the creation of the Postgraduate Certificate in Pediatric Acute Care Nursing, effective fall 2021.

The motion passed.

Undergraduate Certificate in Ethics

Prof. Schultz made a motion, which Ms. Collins seconded, to approve the

President's recommendation that the Board of Trustees approve the creation of the Undergraduate Certificate in Ethics, effective fall 2021.

The motion passed.

Graduate Certificate in Health Care Ethics

Prof. Schultz made a motion, which Ms. Collins seconded, to approve the

President's recommendation that the Board of Trustees approve the creation of the Graduate Certificate in Health Care Ethics, effective fall 2021.

The motion passed.

V. Report of the Provost

Provost Gonzalez reported on certain academic program closures, a departmental name change, and updates regarding unit certifications and accreditations.

Program Closures

The Provost stated that three academic programs will be suspended: Bachelor of Science in Atmospheric Science; Master of Education in Instructional Technology; and Master of Education in Literacy. No faculty or staff will be impacted by these closures, and no action is required by the board.

Department of Geography and Geosciences Name Change

Dr. Gonzalez explained that the Geography and Geosciences Department within the College of Arts and Sciences has proposed a name change to the Department of Geographic and Environmental Sciences. The change better reflects the teaching and research in the areas of environmental sciences and its curricula.

Unit Certifications and Accreditation Updates

The provost reported that all programs' certifications and accreditations are in good standing. Two programs, Interior Design and Theatre Arts, have had their accreditation reviews postponed due to the COVID-19 pandemic. They will now occur in 2022.

The School of Medicine had a site visit by its accrediting body, the LCME, and no issues were reported at the time of the visit. The School of Nursing also had a site visit in April

2021 to review is BSN, MSN, and DNP programs, and the school has submitted its responses to one finding, which has since been addressed.

Provost Gonzalez noted that all information related to unit certifications and accreditations will now be published in a single page on the university's website.

The provost then fielded questions from committee members. Chair Burse thanked her for her report.

VI. Report of the Student Government Association President

Ms. Collins provided an update on the activities of the Student Government Association (SGA) during the 2020-2021 academic year, noting the challenges that the COVID-19 pandemic posed. She recognized the work of her committed and passionate vice presidents and SGA staff for the work accomplished this year.

Ms. Collins discussed the SGA's 2025 Strategic Plan, the prioritization of student health and safety during this unprecedented year, changes to the Title IX policy and student survivor advocacy, gender-inclusive housing, and students' commitment to the university's anti-racism initiatives.

The student trustee then introduced her successor, Ugonna Okorie. Ms. Okorie is a senior from Louisville majoring in public health and minoring in health care management. She is a Woodford R. Porter and Honors Scholar, and is currently participating in the University of Michigan's Summer Enrichment Program in Health Management and Policy.

Ms. Collins then thanked her fellow trustees for their collaboration and mentorship during her tenure on the board.

Dr. Burse thanked Ms. Collins for her report and commended her for the outstanding service she has provided to the university.

VII. Executive Session

Prof. Schultz made a motion, which Ms. Zimmerman seconded, to recess to executive session to discuss personnel matters pursuant to KRS 61.810(1)(f).

The motion passed and the meeting recessed at 2:38 p.m.

VIII. Open Meeting Reconvenes

The open meeting reconvened at 2:57 p.m. Chair Burse reported that the committee discussed personnel matters.

Promotion and Tenure Recommendations

Ms. Collins made a motion, which Ms. Zimmerman seconded, to approve the

President's recommendation that the Board of Trustees approve the attached promotion and tenure recommendations.

The motion passed with Prof. Schultz abstaining.

Personnel Matters

Ms. Collins made a motion, which Ms. Zimmerman seconded, to approve the

President's recommendation that the Board of Trustees approve the attached personnel recommendations.

The motion passed.

IX. Adjournment

Having no other business to come before the committee, Ms. Collins made a motion, which Ms. Porter seconded, to adjourn.

The motion passed and the meeting adjourned at 2:59 p.m.

Approved by:


Signature on file _____
Assistant Secretary

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Dr. Michael Wade Smith, Vice President for External Affairs and Chief of Staff
Ms. Amy Shoemaker, University Counsel and Associate Athletic Director
Mr. Jake Beamer, Dir. of Governance & Strategic Initiatives & Asst. Secretary

I. Call to Order

Chair Burse called the executive session to order at 2:38 p.m.

II. Promotion and Tenure Recommendations

The provost discussed with the committee faculty promotion and tenure recommendations.


III. Personnel Matters

Dr. Gonzalez also discussed personnel matters.

IV. Adjournment

Ms. Porter made a motion, which Ms. Zimmerman seconded, to adjourn the executive session at 2:53 p.m. The motion passed and the session adjourned.

Approved by:


____ Signature on file _____
Assistant Secretary

RECOMMENDATION TO THE BOARD OF TRUSTEES
CONCERNING THE SCHOOL OF NURSING
BYLAWS AND RULES OF THE FACULTY ORGANIZATION

Academic & Student Affairs Committee – June 24,2021
Board of Trustees – June 24, 2021

RECOMMENDATION:

The President recommends that the Board of Trustees approve the revised School of Nursing Bylaws and Rules of the Faculty Organization as [attached](#).

BACKGROUND:

A detailed summary of the requested revisions, [attached](#), precedes the revised bylaws document. The intent of the bylaws changes is to make the document more inclusive of all Nursing faculty and to redistribute service workload within the School of Nursing.

The revised document has been approved by the School of Nursing Faculty Organization and the Faculty Senate.

The proposed changes were reviewed by the Provost's office and General Counsel. The Executive Vice President and University Provost joins the President in making this recommendation.

COMMITTEE ACTION:

Passed _____
Did Not Pass _____
Other _____

Signature on file _____
Assistant Secretary

BOARD ACTION:

Passed _____
Did Not Pass _____
Other _____

Signature on file _____
Assistant Secretary

Summary of Bylaws Changes

School of Nursing

The School of Nursing (SON) revised the bylaws to be more inclusive of all faculty in the SON and to redistribute service workload within the SON. Below is a summary of the changes in our bylaws.

- All full-time academic faculty will now vote in the faculty organization which was not the case previously.
- There is a decrease in number of tenured faculty needed on ancillary committees. Tenured faculty have designated seats on the committees most crucial for faculty representation including Appointment, Promotion and Tenure; Faculty Council; and the Unit Effectiveness Committee. There was an immense strain on the limited number of tenured faculty to serve within the previous committee structure. The new structure allows for the work to be spread over all faculty while designating tenured faculty to the most appropriate and critical governance committees.
- The chair of the Faculty Organization must be a tenured faculty member.
- Faculty Affairs was changed to Faculty Council. The Faculty Council is designed to be a leadership council with very specific parameters of who can serve. The council is seen as a liaison between faculty and administration and serves as a forum to discuss faculty matters.
- The SON has five academic programs. Previously there were two Academic Affairs Committees BSN/MSN and Doctoral. There are now 5 committees with each committee focusing on a specific School of Nursing Program: BSN, RN-BSN, MEPN, DNP and PhD. Because all programs are growing each program needed a designated committee.
 - Academic affairs committees approve admission and progression actions, academic awards, and recommendations. The committees recommend program curriculum, objectives, and academic policies to the Faculty Organization for approval by the entire faculty.
 - A stronger emphasis on program evaluation which is consistent with accreditation was added to the functions of the academic program committees.
 - An emphasis on obtaining input from communities of interest was also added to academic affairs committees which is also consistent with accreditation demands.
- Several new committees were added. The reasoning was to have more committees, smaller in number of members, and with more focused functions. The new committees are also intended to help expand community engagement. New committees include:
 - Practice
 - Community engagement
 - Alumni

- Technology
 - Simulation learning
 - Unit effectiveness
 - Diversity
-
- The Unit Effectiveness Committee was created to have consistent faculty input on the SON strategic plan, mission, and core values. The committee is also responsible for reviewing the SON budget and providing recommendations to the Dean regarding the budget and its impact.
 - The Appointment, Promotion, and Tenure (APT) Committee remains relatively unchanged.
 - The updated bylaws provide a better avenue for shared governance with the Faculty Council, APT and the Unit Effectiveness Committee. In addition, the changes give all faculty more opportunities to serve in capacities that match their strengths whether it be working with the community or alumni, technology or simulation, academic leadership, or diversity initiatives.

UNIVERSITY OF LOUISVILLE
SCHOOL OF NURSING
BYLAWS AND RULES OF THE FACULTY ORGANIZATION

ARTICLE I – PREFACE

- A. These Bylaws and Rules are the official statement of the organizational structure and the rules of governance and procedures of the Faculty of the School of Nursing (SON). The School of Nursing is an official academic unit of the University of Louisville with authority to recommend awarding degrees and certificates and operates under the rules, regulations, and policies of the University of Louisville (U of L). These bylaws are declared according to The Redbook <https://louisville.edu/provost/redbook>. The Redbook shall hold precedence in all matters of governance and administration for the School of Nursing. To the extent that any provision of these bylaws is inconsistent with any section or provision of the Redbook, the inconsistent bylaw provision in question shall be considered nullified and the controlling provision of the Redbook shall prevail.

This document, along with its supporting documents, supersedes all other School of Nursing governance documents and constitutes the entire body of the SON governance documents.

ARTICLE II – SON GOVERNANCE

Section 1: Faculty Organization

A. Purpose

Except as otherwise provided, the purpose of the Faculty Organization is a mechanism to exercise general legislative powers over all matters pertaining to the policies, criteria, procedures, meetings, admission requirements, curriculum, examinations, instruction, and recommendations to the Board of Trustees for granting of degrees in the academic unit (The Redbook).

B. Membership of the Faculty Organization and Privileges of Membership

The Faculty Organization of the SON shall consist of all full-time faculty (80% and greater) and part-time faculty who hold academic appointments regardless of rank or administrative responsibility. All members of the Faculty Organization are expected to participate in the work of the SON including regular attendance at meetings, active participation, informed actions, and professional and civil dialogue.

C. Voting

- a. Voting members consist of all members of the Faculty Organization who hold a full-time (80% or greater) appointment in the School of Nursing.
- b. Faculty who hold a full-time clinical faculty appointment which is non-academic in nature and faculty who hold a part-time appointment are not eligible to vote.

D. Organization Officers

- a. Chair: The meetings will be chaired by the Faculty Council (as defined in Article IX, Section 2, C) Chairperson or a designated representative.
- b. The duties of the chair include:
 - i. Preside over the Faculty Organization meetings.
 - ii. Consult with the appropriate Associate Dean in the appointment of individuals to search taskforces for tenured and probationary faculty.
 - iii. Consult with the Dean, Associate Deans, committee chairs, directors and faculty, as well as graduate and undergraduate student representatives, to generate an agenda for the Faculty Organization meetings.
 - iv. Oversee the distribution of the agenda to all faculty at least one week in advance of the Faculty Organization meeting.
 - v. The chairperson shall oversee notice to the faculty of scheduled meetings at the beginning of each academic year.
- c. Secretary: The Secretary is elected/appointed for a term of one year. The Secretary can be a term, tenured, or probationary faculty member.
- d. The duties of the Secretary include:
 - i. The Secretary shall be elected by the voting faculty in the election per Article IV section 2.
 - ii. Record the minutes of the Faculty Organization meetings.
 - iii. Disseminate the meeting minutes to all general faculty within 2 weeks of each Faculty Organization meeting and transmit minutes of actions taken by the faculty to the Office of the President and to the University Archives and post to current SON organizational management system.
 - iv. Record all motions considered in the Faculty Organization meeting.
 - v. Ensure motions that are passed receive the appropriate signatures.
 - vi. Post finalized motions to the current SON organizational management system
 - vii. Ensure any documents related to approved motions (e.g. updated/new policies) are appropriately filed.

Section 2: Functions of the Faculty Organization

- A. The Voting Faculty shall:
 - a. Represent the faculty of the SON, by eliciting and expressing the opinions, suggestions, and recommendations of the faculty.
 - b. Approve official documents related to the faculty of the SON not otherwise specified by the Bylaws.
 - c. Formulate and/or approve academic policies, new academic programs, curricula, or programmatic changes within the SON and make recommendations to the Dean and U of L Administration as appropriate in accordance with The Redbook.
 - d. Review, revise, reaffirm, and approve policies, criteria, and procedures related to faculty personnel.
 - e. Participate in the evaluation of the structure and governance of the school.
 - f. Hear reports from the nursing leadership and committee chairs and act on motions or written reports.

- g. Review annual written summary reports from the Deans, Directors, and committee chairs related to the functioning of the SON.
- h. Receive information from the Dean, faculty Senators, and University committees which bear directly or indirectly on the SON.
- i. Adopt and amend bylaws as recommended by the Unit Effectiveness Committee
- j. Create standing and special committees from its membership as well as special taskforces to conduct SON business.
- k. Invite staff and student input in matters related to the SON.
- l. View and provide input into the strategic plan and fiscal priorities of the SON.
- m. Enter into an Executive session through adoption of a motion to do so, following Robert's Rules.

Section 3: Ad hoc Committees

- A. Ad hoc committees may be assembled upon recommendation of the Dean or Chair of any standing committee.
- B. Members of Ad hoc committees recommended by the Dean will be appointed by the Dean or the Dean's designee.
- C. Members of Ad hoc committees recommended by the Chair of a standing committee will be appointed by the chair of the committee.
- D. Ad hoc committees provide recommendations only to the Dean, Chair or Faculty.

ARTICLE III – ADMINISTRATIVE TEAM

- A. Administrative Team
 - a. The Administrative team consists of the Dean and any other Associate or Assistant Deans and Directors.
- B. Appointment
 - a. The Dean shall be appointed by the Board of Trustees in accordance with The Redbook
 - b. The Dean recommends the appointment of associate or assistant Deans for approval by the Board of Trustees after seeking recommendations from the Appointment, Promotion, and Tenure Committee.
 - c. The Dean may appoint directors or others to an administrative assignment after seeking consultation from the Faculty Council.
- C. Administrative Responsibilities
 - a. The Dean will:
 - i. Be the educational and administrative head of the SON (The Redbook).
 - ii. Report to the Provost through the appropriate University-designated path.
 - iii. Appoint an Administrative team as detailed above.
 - iv. Appoint Ad hoc committees as deemed necessary for the functions of the SON.
 - b. In addition to items set forth in this document and in The Redbook, responsibilities of the administrative team are detailed in the job descriptions section of the Appendices.

ARTICLE IV – GENERAL RULES OF GOVERNANCE FOR FACULTY ORGANIZATION AND STANDING COMMITTEES

Section 1: Meetings

- A. The Faculty Organization and standing committees will meet at least six times per academic year, with a minimum of three meetings each fall and spring semester.
- B. A quorum will be greater than 50% of voting faculty within each committee or the Faculty Organization.
- C. Special meetings of the Faculty Organization may be called at the discretion of the Chair, or within four weeks of a written petition by at least one-fourth of voting faculty.
- D. Minutes of Faculty Organization and standing committee meetings will be taken, distributed, and archived in accordance with the rules of the University and The Redbook.
- E. Members who will be absent from regularly scheduled meetings shall give prior notice to the Chairperson.
- F. Except for Executive Sessions, all meetings are open.
- G. All faculty will have permission of the floor per Robert's Rules of Order

Section 2: Nominations and Elections

- A. All members of the Faculty Organization who are not board appointed administrators may be elected to standing committees of the organization.
- B. Elected members of standing committees serve staggered terms of two years that begin each year on August 1st.
- C. Required elections for Health Science Center and University committees will be held as needed and will follow the bylaws of those committees.
- D. The School of Nursing standing committees and positions will be filled following the SON Nominations and Election Policy.
- E. If a vacancy in committee membership or office exists (by lack or nominee or resignation), the Dean or the Dean's designee will appoint a faculty member for the remainder of the academic year and in doing so will consider workload and committee diversity as a factor in the appointment
 - a. If the vacant position is the representative to the Graduate School or Faculty Senate, a special election will be held.
- F. Ballots will be retained for two weeks following the announcement of the faculty election results.

Section 3: Voting

- A. All full-time faculty who are not 100% clinical faculty have the right to vote in person, by phone or text, or by electronic ballot on Faculty Organization business, as well as standing and ad hoc committees of the organization, in executive session meetings, and when serving on a Dean appointed taskforce.
- B. For regularly scheduled meetings, there is no provision for absentee voting outside of the adopted voting procedure, except for faculty on approved Leave of Absence (LOA)/Sabbatical who may submit a vote to the chair prior to the meeting.

- C. When a quorum is in attendance, a majority of the votes cast is sufficient for the adoption of any motion that is in order, except those which according to Robert's Rules of Order, require a two-thirds vote of those present and voting.
- D. Faculty on approved leave of absence (LOA) or sabbatical may vote in Faculty Organization.
- E. For specially-called meetings of the Faculty Organization, written absentee votes on motions included on the agenda may be submitted by any faculty member to the Chair prior to the meeting.
- F. Ex-officio members of committees may not vote on official committee business.
- G. Faculty enrolled as a student in a SON academic program shall not have voting privileges on issues related to the academic program in which they are enrolled.
- H. Electronic votes may be used for items that need to be addressed in between regularly scheduled meetings.

Section 4: Reports

- A. Written committee, Director, and Administrative reports will be submitted to the Faculty Organization Bi-Annually – one report is mid-academic year and one report is an end of academic year report.

ARTICLE V – FACULTY SENATORS

Section 1: Qualifications

- A. Senators representing the SON must have a primary appointment in the SON.
- B. The Senators are elected as at-large representatives of the SON to fill the number of seats determined by the Faculty Senate.
- C. A minimum of one tenured or probationary faculty member should hold one senate seat at all times.
- D. Other seats may be filled by any full-time academic faculty member who has attained three years of service to the School of Nursing.

Section 2: Election

- A. Election shall be by paper or electronic ballot. The Unit Effectiveness Committee will call for nominations for the annual election to fill vacancies in number of Senators specified by the Senate.
- B. Members of the Faculty Organization will elect the senatorial at-large seats to be decided by majority vote.

Section 3: Responsibilities

- A. Senators represent Faculty of the SON in the University Faculty Senate.
- B. SON Senators shall report Faculty Senate business to the Faculty Organization.

Section 4: A SON senator may seek reelection for one subsequent term. A faculty member may run again for a Senate position after 1 year has passed from the end of their term.

ARTICLE VI – PARLIAMENTARY AUTHORITY

Section 1: Rules of Order

- A. All meetings will be conducted according to the current edition of Robert’s Rules of Order.
- B. The Chair can vote on motions.
- C. Student representatives are non-voting members on standing committees.
- D. A student representative may not serve as a chairperson on standing committees.
- E. Part-time faculty who qualify for standing committees based on their job function have full voting authority within the committee but do not maintain voting authority in the Faculty Organization.

ARTICLE VII – GENERAL PROVISIONS

Section 1: Proxy Voting

- A. Voting by proxy shall not be permitted.

Section 2: Conflict of Interest

- A. The SON will follow the University conflict of interest policy.

Section 3: Committee Leadership

- A. All standing committees and taskforces should elect a chair.
 - 1. The chair is responsible for:
 - a. Seeking input for committee members to set an agenda for meetings.
 - b. Overseeing that the number of required annual meetings are held and meeting dates and times are communicated to committee members.
 - c. Overseeing the process of recording minutes and ensuring that minutes for each meeting are posted in the SON electronic filing system.
 - d. Providing bi-annual reports (academic mid-year and year-end) to the faculty regarding activities of the committee.
 - e. Oversight of the meetings according to Roberts Rules of Order.
 - f. Ensure that a quorum is present before voting commences.
- B. If a committee fails to elect a chair the Dean or the Dean’s designee will appoint a chair.

Section 4: Evaluation

- A. All committees and councils are responsible for items listed in the SON Evaluation Plan and should make recommendations to the faculty and administration as appropriate.

ARTICLE VIII – AMENDMENT TO THE BYLAWS

Section 1: Provision

- A. These bylaws may be amended by the concurrence of two-thirds of the voting members of the Faculty Organization.
 - a. The proposed amendment(s) are to be sent to all voting faculty members at least fourteen (14) days prior to the meeting at which the vote will be taken.
 - b. All amendments shall be consistent with The Redbook.
 - c. The amendments shall be subsequently approved by the President of the Board of Trustees on the recommendations of the President.

ARTICLE IX – STANDING COMMITTEES

Section 1: Membership

- A. Membership on all standing committees will be determined by election according to Article IV, Section 2.
- B. All standing committee members will serve staggered 2-year terms.
- C. Members whose terms are ending are eligible to run for reelection in the election preceding the end of their current term.

Section 2: Committees

A. APPOINTMENT, PROMOTION AND TENURE (APT)

- 1. Membership:
 - a. 4 tenured faculty and 3 term faculty at the rank of associate professor and above with a maximum of 1/3 of membership to be board appointed administrators.
 - b. Dean – ex officio
- 2. Voting
 - a. Tenured faculty vote on promotion and tenure decisions for term, probationary, and tenured faculty at or below rank.
 - b. Term faculty vote on promotion decisions for term faculty at or below rank.
- 3. Functions:
 - a. Establish and implement procedures related to faculty recruitment and appointment in consultation with the appropriate Associate Dean and in accordance with University policies.
 - b. Review credentials and submitted materials of faculty applicants for tenured, tenure-track, and academic term faculty at the rank of Associate or above.
 - c. Recommend candidate's appointment to the Dean.
 - d. Recommend candidate's rank and tenure status to the Dean.
 - e. Perform pre-tenure reviews at midpoint of probationary period for probationary faculty.
 - f. Perform periodic post-tenure 5-year reviews.
 - g. Recommend the award or denial of tenure to faculty members.
 - h. Make recommendations for promotion in rank.
 - i. Revise promotion and tenure criteria and submit to Faculty Organization as needed.
 - j. Propose policies related to appointments, promotion, and tenure; and submit to Faculty Organization as needed.

B. RESEARCH AND SCHOLARSHIP COMMITTEE

- 1. Membership
 - a. 3 faculty, two of whom are tenured or probationary.
 - b. One to three SON students with preference to students representing different programs.
 - c. Associate Dean of Research who will be a voting member.
- 2. Functions
 - a. Recommend research and scholarship initiatives to address the mission of the SON.
 - b. Promote faculty and student development in research and scholarship.

- c. Promote student and faculty participation and collaboration in research and scholarship.
- d. Facilitate an annual research symposium.
- e. Recommend acquisition and distribution of research and scholarship resources.
- f. Participate in evaluation of the SON research and scholarship outcomes.
- g. Approve faculty and student internal research and scholarship funding awards.

C. FACULTY COUNCIL

1. Membership

- a. 5 members at least two of whom are tenured (with preference to at least one being a full professor), 1 who is probationary (must have attained three years of experience) and 2 who are term (must have attained five years of experience at the SON).
- b. Board appointed administrators are not eligible for election.
- c. Positions within committee include one chair and one chair-elect both of whom are required to be tenured.

2. Functions

- a. Review and evaluate proposed changes to policies and procedures of importance to the SON faculty with the exception of policies that are handled by the Appointment, Promotion, and Tenure Committee.
- b. Serve as a liaison between faculty and administration.
- c. Provide a forum for faculty discussion of current or impending issues.
- d. Assess the needs and concerns of faculty and translates into action plans or makes recommendations, as appropriate.
- e. Review the aggregate expected faculty outcomes and ensure outcomes are congruent with institutional expectations.
- f. Evaluate the aggregate faculty outcomes and make recommendations or implement improvement plans as needed.
- g. Accept nominations and selects recipients for internal non-research awards and nominations for external non-research awards.
- h. In cases where the annual performance evaluation is contested between the applicant and the Associate Dean: reviews the merit application and submits a recommendation to the Dean.
- i. Consult with the Dean on Appointment of faculty to an administrative assignment.

D. PRACTICE COMMITTEE

1. Membership

- a. 2 faculty members who practice at a UofL SON faculty practice site.
- b. Ex-Officio: Associate Dean for Practice and Service.

2. Functions

- a. Develop annual goals and priorities for faculty practice.
- b. Review and evaluate procedures regarding faculty practice.
- c. Review the SON Faculty Practice Plan annually.
- d. Approve faculty professional development funding awards related to faculty practice when funding is available.

E. DIVERSITY COMMITTEE

1. Membership

- a. 1 tenure/ probationary faculty member
- b. 1 term faculty member
- c. 1 staff member
- d. Minority nursing student organization(s) faculty advisor(s)
- e. Assistant Dean for Student Services
- f. One to two SON students with preference for representation from different programs.
- g. Ex-officio: Assistant Dean for Community Engagement and Diversity Inclusion.

2. Functions

- a. Identify areas of educational programming that address issues of diversity.
- b. Advocate for faculty, staff, and students in areas related to diversity and inclusion.
- c. Advise the Dean on recruitment and retention of a diverse faculty, staff, and student body.
- d. Recommend resources and services to ensure that all faculty, staff, and students' voices are heard and are part of an inclusive academic environment.
- e. Advise the administration regarding the collection, review, and maintenance of SON diversity and inclusion data.
- f. Represent the SON on the diversity committees at the University and Health Sciences Center levels.
- g. Increase awareness of diversity and maintain an inclusive environment at the SON.

F. COMMUNITY ENGAGEMENT COMMITTEE

1. Membership

- a. One faculty member with majority teaching in the undergraduate program
- b. One advanced practice faculty member
- c. Two other faculty members
- d. ex-Officio – Assistant Dean for Community Engagement and Diversity Inclusion
- e. non-voting ad-hoc members

2. Functions

- a. Evaluate the SON community engagement plan annually.
- b. Strategically plan the SON's participation in community events held by the University's community partners.
- c. Oversee communication to faculty regarding community engagement opportunities.

G. TECHNOLOGY COMMITTEE

1. Membership

- a. Director of Technology
- b. One graduate faculty member
- c. One undergraduate faculty member
- d. One staff member
- e. Simulation Coordinator

- f. One SON student
 - g. Ex Officio – Simulation Director
 - h. Ex Officio – Associate Dean of Faculty
 - i. Non-voting ad-hoc members
2. Functions
- a. Implement and evaluate the SON technology plan.
 - b. Evaluate the strength and weaknesses of technology within the SON.
 - c. Make recommendations to administration regarding the technology needs of the SON.

H. SIMULATION COMMITTEE

1. Membership
- a. Director, Nursing Simulation
 - b. Owensboro Extension Simulation Coordinator
 - c. One undergraduate faculty member and one graduate faculty member with one having simulation certification
 - d. Technology specialist
 - e. Non-voting ad-hoc members
2. Functions
- a. Develop goals and priorities for simulation activities annually.
 - b. Review and evaluate procedures regarding simulation.
 - c. Review and evaluate faculty development regarding simulation.
 - d. Review and evaluate equipment and space required for simulation.
 - e. Make recommendations to administration regarding the simulation needs of the SON.
 - f. Review and revise the Clinical Simulation Center Manual annually.

I. ALUMNI AND DEVELOPMENT COMMITTEE

1. Membership
- a. Two faculty members
 - b. Development Officer
 - c. One staff member assigned the duties of event planning.
 - d. 1-2 SON student members with a preference to students representing different programs.
 - e. Non-voting ad-hoc members
2. Functions
- a. Serve as faculty and staff representatives to the SON Alumni Council and SON alumni events.
 - b. Work with the SON Alumni Council to develop a strategic plan for Alumni events and evaluate the plan annually.
 - c. Communicate alumni events and interface opportunities to faculty.
 - d. Work with SON marketing and development to develop marketing strategies for alumni events.

- e. Develop strategic and consistent communication with community health care entities to advance alumni development and communication.

J. UNIT EFFECTIVENESS COMMITTEE

1. Membership

- a. 1 tenured faculty member
- b. 1 probationary faculty member
- c. 2 term faculty members (greater than 3 years' experience)
- d. 1 board appointed administrator
- e. SON Director of Finance
- f. Ex-officio: SON Associate Dean of Academic Affairs and Unit Effectiveness
- g. Ex-officio: Dean

2. Functions

- a. Evaluate and make recommendations regarding the SON Strategic Plan annually
- b. Evaluate the SON mission and core values annually.
- c. Advise the Dean on the faculty recommendations regarding the strategic plan, mission, and core values.
- d. Annually review the SON budget from the perspective of the faculty and make recommendations to the Dean regarding the budget and its impact on SON faculty.
- e. Conduct all faculty elections as dictated in Article IV: Sections 2 and 3 and election of faculty Senators and other elected positions within the University.
- f. Review the bylaws annually and make recommendations to Faculty Organization as needed.

K. Bachelor of Science in Nursing (BSN) ACADEMIC AFFAIRS COMMITTEE

1. Membership

- a. 5 faculty who have a teaching assignment in the BSN program
- b. 1-2 representatives from the Office of Student Services
- c. BSN Louisville Program Director
- d. BSN Owensboro Program Director
- e. 1-3 BSN students with a preference to students who are represent different years or different programs
- f. ex-Officio Associate Dean of Academics and Unit Effectiveness

2. Functions

- a. Collaborates with the SON Office of Student Services to facilitate student recruitment, orientation and retention activities.
- b. Approve BSN student admission and progression actions including petitions.
- c. Review and recommend philosophy, framework, objectives and curriculum of the BSN to Faculty Organization.
- d. Approve BSN student academic awards and scholarships in collaboration with the Dean's designee and/or SON Development Officer.
- e. Propose BSN academic policies to the Faculty Organization.
- f. Evaluate program policies and procedures for compliance with the SON and University of Louisville policies.

- g. Evaluate program policies and procedures as they facilitate meeting program objectives and recommends revisions as necessary.
- h. Evaluate and determine procedures for admission and progression of students in BSN programs.
- i. Obtain input from the community of interest annually and as needed.
- j. Recommend acquisition and distribution of appropriate academic resources.
- k. Nominate a member to serve on the student grievance committee as needed in accordance with The Redbook.

L. Master's Entry into Professional Nursing (MEPN) ACADEMIC AFFAIRS COMMITTEE

1. Membership

- a. 3 faculty who have teaching assignment in the MEPN program
- b. 1-2 representatives from the office of student Services
- c. MEPN program director
- d. 1-2 MEPN students with preference to students who represent different years
- e. ex-Officio Associate Dean of Academics and Unit Effectiveness

2. Functions:

- a. Collaborates with the SON Office of Student Services to facilitate student recruitment, orientation and retention activities.
- b. Approve MEPN student admission and progression actions.
- c. Review and recommend philosophy, framework, objectives and curriculum of the MEPN program to Faculty Organization.
- d. Approve MEPN student academic awards and scholarships in collaboration with the Dean's designee and/or SON Development Officer.
- e. Propose MEPN academic policies to the Faculty Organization.
- f. Evaluate program policies and procedures for compliance with the SON and University of Louisville policies.
- g. Evaluate program policies and procedures as they facilitate meeting program objectives and recommends revisions as necessary.
- h. Evaluate and determine procedures for admission and progression of students in MEPN programs.
- i. Obtain input from the community of interest annually and as needed.
- j. Recommend acquisition and distribution of appropriate academic resources.
- k. Nominate a member to serve on the student grievance committee in accordance with The Redbook.

M. RN-BSN ACADEMIC AFFAIRS COMMITTEE

1. Membership

- a. 3 faculty who have a teaching assignment in the RN-BSN program
- b. 1-2 representatives from the Office of Student Services
- c. RN-BSN program director
- d. 1-2 RN-BSN students with preference to students who represent different years
- e. Ex-Officio Associate Dean of Academics and Unit Effectiveness

2. Functions

- a. Collaborates with the Office of Student Services to facilitate student recruitment, orientation and retention activities.
- b. Approve RN-BSN student admission and progression actions.
- c. Review and recommend philosophy, framework, objectives and curriculum of the RN-BSN program to Faculty Organization.
- d. Approve RN-BSN student academic awards and scholarships in collaboration with the Dean's designee and/or SON Development Officer.
- e. Propose RN-BSN academic policies to the Faculty Organization.
- f. Evaluate program policies and procedures for compliance with the SON and University of Louisville policies.
- g. Evaluate program policies and procedures as they facilitate meeting program objectives and recommends revisions as necessary.
- h. Evaluate and determine procedures for admission and progression of students in the RN- BSN programs.
- i. Obtain input from the community of interest annually and as needed.
- j. Recommend acquisition and distribution of appropriate academic resources.
- k. Nominate a member to serve on the student grievance committee in accordance with The Redbook.

N. DNP ACADEMIC AFFAIRS COMMITTEE

1. Membership

- a. Course coordinators of the DNP program clinical tracks
- b. 2 faculty with teaching assignments in the DNP Program who are not currently serving as track coordinators
- c. 1-2 representatives from the Office of Student Services
- d. DNP program director
- e. 1-3 DNP students with preference to students from different years
- f. Ex-Officio Associate Dean of Academic Affairs and Unit Effectiveness

2. Functions

- a. Collaborates with the Office of Student Services to facilitate student recruitment, orientation and retention activities.
- b. Approve DNP student admission and progression actions.
- c. Review and recommend philosophy, framework, objectives and curriculum of the DNP program to Faculty Organization.
- d. Approve DNP student academic awards and scholarships in collaboration with the Dean's designee and/or SON Development Officer.
- e. Propose DNP academic policies to the Faculty Organization.
- f. Evaluate program policies and procedures for compliance with the SON and University of Louisville policies.
- g. Evaluate program policies and procedures as they facilitate meeting program objectives and recommends revisions as necessary.
- h. Evaluate and determine procedures for admission and progression of students in the DNP program.

- i. Obtain input from the community of interest annually and as needed.
- j. Recommend acquisition and distribution of appropriate academic resources.
- k. Nominate a member to serve on the student grievance committee in accordance with The Redbook.

O. PhD ACADEMIC AFFAIRS COMMITTEE

1. Membership

- a. 2 faculty who have a teaching assignment in the PhD program or are eligible to chair a PhD committee
- b. 1 probationary faculty eligible to serve on PhD committees
- c. 1-2 representatives from the Office of Student Services
- d. PhD program director
- e. 1-2 SON PhD student(s) with preference to students who represent different years
- f. Ex-Officio Associate Dean of Research

2. Functions

- a. Collaborates with the office of student services to facilitate student recruitment, orientation and retention activities.
- b. Approve PhD student admission and progression actions.
- c. Review and recommend philosophy, framework, objectives and curriculum of the PhD program to Faculty Organization.
- d. Approve PhD student academic awards and scholarships in collaboration with the Dean's designee and/or SON Development Officer.
- e. Propose PhD academic policies to the Faculty Organization.
- f. Evaluate program policies and procedures for compliance with the SON and University of Louisville policies.
- g. Evaluate program policies and procedures as they facilitate meeting program objectives and recommend revisions as necessary.
- h. Evaluate and determine procedures for admission and progression of students in PhD programs
- i. Obtain input from the community of interest annually and as needed.
- j. Recommend acquisition and distribution of appropriate academic resources.
- k. Nominate a member to serve on the student grievance committee in accordance with The Redbook.

P. STUDENT GRIEVANCE COMMITTEE

1. Membership

- a. 5 faculty members one each nominated from the BSN Academic Affairs Committee; RN-BSN Academic Affairs Committee; MEPN Academic Affairs Committee; DNP Academic Affairs Committee, and the PhD Academic Affairs Committee

2. Functions

- a. To receive and make recommendations to the SON Dean on whether to hear formal student grievances.

- b. Hear the student grievance by following the rules and procedures outlined by the SON Academic Grievance Procedure.
- c. Report, with recommendations for settlement of the case to the SON Dean except in the case when the grievance involves the SON Dean, in which case the recommendation will be delivered to the University Provost or the Provost's designee.

Approved by SON Faculty Organization: March 21, 2014
Approved by Faculty Senate: July 1, 2015
Approved by Board of Trustees: September 3, 2015
Approved by SON Faculty Organization: February 19, 2021
Approved by Faculty Senate: May 5, 2021
Approved by Board of Trustees:

RECOMMENDATION TO THE BOARD OF TRUSTEES
CONCERNING THE ORGANIZATIONAL OUTLINE AND BYLAWS
OF THE J.B. SPEED SCHOOL OF ENGINEERING

Academic & Student Affairs Committee – June 24,2021
Board of Trustees – June 24, 2021

RECOMMENDATION:

The President recommends that the Board of Trustees approve the revised Organizational Outline and Bylaws of the J.B. Speed School of Engineering, as [attached](#).

BACKGROUND:

A detailed summary of the requested revisions, [attached](#), precedes the revised bylaws document.

The revised document has been approved by the Speed School Faculty and the Faculty Senate.

The proposed changes were reviewed by the Provost's office and General Counsel. The Executive Vice President and University Provost joins the President in making this recommendation.

COMMITTEE ACTION:

Passed X
Did Not Pass
Other

Signature on file
Assistant Secretary

BOARD ACTION:

Passed X
Did Not Pass
Other

 Signature on file
Assistant Secretary

Summary of Revisions to Speed Bylaws

Many minor changes were made to the wording to enhance clarity and consistency with the Redbook and other governance documents. Significant changes are detailed below.

ARTICLE I – PURPOSE

A statement was added that, per the UofL Code of Conduct and Redbook on Ethical Considerations, all members of the UofL community are required to comply with the Bylaws. This statement needs to be prominently displayed in the Bylaws to ensure that all Speed School personnel are aware that these bylaws are binding UofL policy and that UofL provides remedies for noncompliance.

ARTICLE II – FACULTY MEMBERSHIP

Article II has been modified such that all full-time faculty with their primary appointment in Speed and with contract lengths or continuous service of at least two years are voting faculty. Previously, term faculty (now called Research-Track or Teach-Track faculty) did not have voting rights. Research- and Teaching-track faculty will also be eligible to serve on University and Speed committees except for the Faculty Affairs Committee (FAC) which is limited to tenured faculty.

ARTICLE V – Faculty Meetings

Article V was modified such that any voting faculty member, with the endorsement of ten faculty, may place items on the agenda. Previously, there was no method for an individual faculty member to add items to the Speed Faculty meeting agenda. This procedure is also now parallel with the procedure for faculty to propose amendments to the Bylaws.

The responsibility to prepare, distribute and preserve meeting minutes was updated to reflect current communications and document sharing within the university.

ARTICLE VII – DEPARTMENTS AND ACADEMIC SUPPORT GROUPS

Article VII was modified to reflect the recent name-change of the Computer Engineering and Computer Science Department (CECS) to the Computer Science and Engineering Department (CSE)

Speed Voting Faculty will also have full voting privileges in their home departments. Departmental bylaws can extend departmental voting privileges to other faculty.

(REMOVED ARTICLE) – ACADEMIC PROGRAMS

The Article listing the Academic Programs offered by the Speed School was completely removed from the Bylaws. The listing of academic programs is not necessary per The Redbook.

Previously, the creation or elimination of any academic program or certificate required a two-thirds majority faculty vote. As departments expand and diversify their offerings, this process was becoming cumbersome. The creation or elimination of any academic program or certificate will now go through the Undergraduate Education Committee or Graduate Education Committee, as appropriate, and the Administrative Plans & Policies Committee (a new appendix to the Bylaws, Appendix IX, was added to clarify this procedure).

ARTICLE VIII – COMMITTEES OF THE FACULTY

The distinction between “Bylaws” and “Standing” committees is no longer necessary and was removed.

The list of standing committees was updated to reflect our current governance. The Speed Research and Scholarship committee was eliminated. The functions previously provided by this committee have been assumed by the Associate Dean for Research and Graduate Studies.

The previous Article contained wording that enabled Speed School faculty to make minor changes to committee charges and structure by majority vote. Per University Council, this violates the two-thirds voting requirement for adopting changes to the Bylaws. Thus, this provision was removed from the Bylaws.

ARTICLE XII. PROCEDURE FOR AMENDMENTS

Any faculty member eligible to vote may propose a Bylaw amendment to Faculty Council. If Faculty Council fails to act on the proposal, the faculty member may place the proposed amendment on the faculty meeting agenda if endorsed by ten of the Speed School’s voting faculty. The number of endorsements required was raised from four- to ten- of the voting faculty to be consistent with adding any item to the Faculty Meeting agenda (Article V.C) and to protect the faculty body at large from trivial discussions.

ARTICLE XIII – VOTING PROCEDURES

Article XIII is a new article added to the Bylaws to define voting procedures. Online and electronic balloting will now be an acceptable voting method when deemed appropriate by Faculty Council or requested by the Faculty at large. (This amendment will even permit live online voting during online faculty meetings, once appropriate and secure electronic voting is identified). When online or electronic ballots are used, all faculty eligible to vote, regardless of sabbatical status or physical location, may participate in the vote.

Article XIII enables motions to come before the faculty body via electronic means. As some items that the faculty must address are time critical, it is important to get faculty input in a timely manner. Provisions have been added to introduce motions, replace debate with online discussion, and vote on motions through electronic means when Faculty Council deems it necessary. However, because Robert’s Rules of Order requires motions to be introduced and debated in a meeting that has a quorum, a very small minority (4 faculty) can object, which requires the calling of a faculty to fully debate the motion.

APPENDICES

The individual appendices were further updated to reflect current operations. Each committee reviewed their charge and provided modifications. The terms of students participating on committees were standardized to begin on September 1 of each year. And finally, each committee was placed in its own appendix to provide easier maintenance.

Because the Administrative Plans & Policies Committee (Appendix III), per its charge, is strictly advisory to the Dean, voting was removed for the Dean and Associate Dean. It is believed this will enhance candid discussions of issue and advice provided by AP&P to the Dean.

Membership changes were also made to the Faculty Affairs Committee (Associate Dean is no longer a member), and the Undergraduate/Graduate Education Committees (the Dean now appoints 2, rather than 1, non-voting members to each committee).

Appendix IX was added to formalize the approval process for changes to departments, degree programs and certificates, and courses.

ORGANIZATIONAL OUTLINE AND BYLAWS
OF THE J.B. SPEED SCHOOL OF ENGINEERING

ARTICLE I. PURPOSE

The purpose of these Bylaws is to establish the organization and governance of the J.B. Speed School of Engineering (Speed School) of the University of Louisville.

As a formal policy of the Speed School and in accordance with the University Code of Conduct (Code) and The Redbook (Sec. 2.5.8, Ethical Considerations), Speed School personnel are required to follow this policy, as well as report any lack of compliance per the procedures outlined in the Code. To the extent that any provision of these bylaws is inconsistent with any section or provision of the Redbook, the inconsistent bylaw provision in question shall be considered nullified and the controlling provision of the Redbook shall prevail.

ARTICLE II. FACULTY MEMBERSHIP

A. Voting Faculty

All persons holding a full-time faculty position with a primary academic appointment (greater than 50 percent) in the Speed School with a contract duration of at least two years, or whose previous and current annual contracts run for a period of two years consecutively, shall be voting members of the Speed School faculty. A list of the Voting Faculty will be provided to the Faculty by the Office of the Dean upon request.

B. Non-voting Faculty

All Speed School faculty who do not meet criteria for Voting Faculty (A), including faculty with part-time or temporary appointments, shall be non-voting members of the Speed School faculty. In addition, faculty with joint appointments whose primary academic appointment is in another unit, shall be non-voting members of the Speed School faculty.

C. Responsibilities

1. Jurisdiction

Except as otherwise provided by The Redbook, the Faculty of the Speed School of Engineering shall have general legislative powers over its own affairs including, but not limited to, admissions requirements, curricula, instruction, examination, personnel policy and procedures, organizational structure, and recommendations through the President to the Board of Trustees for the granting of degrees. As stated in Section I.C of the Minimum Guidelines for Faculty Personnel Reviews, the faculty of each department or unit shall develop a mission statement. The Dean has the final approval of any departmental or unit mission statement.

2. Committees

The Faculty may establish as many committees as it deems necessary. Only voting members of the faculty shall be eligible to represent their faculty units on any University, School, or Administrative Committees.

ARTICLE III. OFFICE OF THE DEAN

The Dean shall be the administrative head and academic leader of the School. Responsibilities, duties, and actions of the Dean shall be in keeping with the decisions, policies, and regulations adopted by the Board of Trustees, the Office of the President, and the Faculty of the Speed School. Specific responsibilities and duties are specified in a detailed job description which shall be approved by the President of the University and Faculty of the School, and which shall be attached to these Bylaws in Appendix I.

The Office of the Dean is organized and staffed at the discretion of the Dean. Staff may include Associate or Assistant Deans whose role is defined by the Dean. Job descriptions of Associate and Assistant Deans shall be prepared by the Dean and be made available to the faculty. The Dean and the School's administration shall be reviewed in accordance with The Redbook Sec. 3.2.3.

ARTICLE IV. FACULTY COUNCIL

Faculty Council is a Standing Committee that represents the entire Speed Faculty on all matters of faculty governance except those specifically assigned to other standing or *ad hoc* committees. Faculty Council provides oversight and review of the various Speed Faculty Committees, and provides avenues of communication between the Faculty, its committees, the departments, and the Dean's Office.

The functions, structure, and operations of the Faculty Council are detailed in Appendix II.

ARTICLE V. FACULTY MEETINGS

A. Time of Meetings

The President of Faculty Council calls and schedules faculty meetings as needed, including at the request of the Dean or by petition of the Voting Faculty. There shall be at least one Faculty Meeting in each academic term (Summer, Fall, Spring). A special Faculty Meeting must be called as soon as practicable upon petition, to the Faculty Council or the Dean, by at least ten members of Speed School's Voting Faculty.

B. Presiding Officer

The President of the Faculty Council or that person's designee shall normally chair all meetings.

C. Agenda

The agenda for all Faculty Meetings shall be compiled and ordered by the President of the Faculty Council in consultation with the Dean. The agenda shall include all items originating from the Dean, the Administrative Plans and Policies Committee (see Article VI), the Faculty Council, the senior Speed School Faculty Senator (Section 3.4.2 of The Redbook), the Staff Council (see Article X), the Speed School representative to the Graduate Council, and the Student Council (see Article XI). Any Voting Faculty member may add items to the agenda with the endorsement of at least ten of the Speed School's Voting Faculty. The Office of the Dean shall distribute the agenda to all faculty members at least one week in advance of the meeting.

D. Minutes

The Office of the Dean shall provide sufficient staff to prepare, distribute, and preserve meeting minutes. Minutes shall be distributed with the agenda for the next meeting to all faculty members and be made readily accessible to faculty via a Speed School SharePoint site or other similar means. Approved minutes shall be forwarded to the President and deposited in the University Archives.

E. Faculty Meeting Parliamentarian

The President of Faculty Council, or the presiding meeting officer, shall appoint a Parliamentarian prior to each faculty meeting. The principal duty of the Parliamentarian is to advise the presiding officer of the Faculty meeting, upon request, on matters of rules of order and of the Speed School Bylaws.

F. Quorum

Twenty five percent of the entire Voting Faculty shall constitute a quorum.

G. Participation

All voting and non-voting Speed faculty members, as defined in Article II, may participate in debate.

ARTICLE VI. ADMINISTRATIVE PLANS AND POLICIES COMMITTEE

The Administrative Plans and Policies Committee shall serve as an advisory body to the Dean and the Faculty on administrative and academic matters.

The functions, meetings, structure, and sub-committees of the Administrative Plans and Policies Committee are detailed in Appendix III.

ARTICLE VII. DEPARTMENTS AND ACADEMIC SUPPORT GROUPS

Departments and academic support groups shall be designated by the faculty in accordance with the educational programs and policies of the School.

Organizational Outline and Bylaws of the Speed School

A. Establishment and Elimination of Departments and Academic Support Groups

Established departments are Bioengineering, Chemical Engineering, Civil and Environmental Engineering, Computer Science and Engineering, Electrical and Computer Engineering, Engineering Fundamentals, Industrial Engineering, and Mechanical Engineering. Established Academic Support Groups are (1) Cooperative Education and Career Services and (2) Academic Services.

A faculty recommendation to establish or eliminate a department or Academic Support Group requires a favorable vote of two thirds of those voting but not less than a majority of the entire Voting Faculty.

B. Chairs of Departments

Department Chairs will be selected in accordance with The Redbook Sec. 3.3.5.

C. Departmental Faculty

The faculty of a Speed School department shall consist of all persons whose primary academic appointment is within that department. All Speed School Voting Faculty shall also be voting members of their primary department within the Speed School. Faculty who have joint academic appointments between two (or more) Speed School departments are not permitted to vote in secondary departments unless specifically permitted by the departmental bylaws of the secondary departments.

D. Departmental Meetings

Meetings of departmental faculty shall be scheduled upon the department chair's initiative or upon the request of a number of the voting members (as specified in the departmental bylaws). Agenda items may be proposed by the chair or by individual faculty members (as specified in the departmental bylaws).

E. Departmental Rules of Governance

The Voting Faculty of each department shall collectively be its governing body and may develop departmental bylaws as appropriate for transacting the business of the department. The departmental bylaws must conform to The Redbook and the Speed School Bylaws, and be approved by the Dean.

ARTICLE VIII. COMMITTEES OF THE FACULTY

The Standing Committees are established by the Speed School faculty to assist with administration and other duties as required and to fulfill the requirements of The Redbook. These committees will serve as the representative of the faculty body for all matters involving rules and policies regarding academic programs and governance, or as the advisory bodies for other areas of responsibility within the Speed School as deemed necessary by the Faculty.

The Standing Committees are:

- Faculty Council
- Administrative Plans and Policies Committee
- Faculty Affairs Committee
- Student Affairs Committee
- Undergraduate Education Committee
- Graduate Education Committee
- Diversity Committee

The Charge, Composition, Selection, and Terms of the Standing Committees are detailed in the Appendices. Each committee is recommended to annually review its charge and propose changes to the charge, as needed. The changes are enacted through amendment of the Bylaws. Unless required by The Redbook, the Faculty may establish or dissolve any Standing Committee, or enact changes to their structure or operation, by amendment of these Bylaws.

ARTICLE IX. PARLIAMENTARY AUTHORITY

In all cases not specified by these Bylaws, the Speed School Faculty and Committee meetings shall be governed by the rules contained in the current edition of Robert's Rules of Order.

ARTICLE X. THE STAFF OF THE SPEED SCHOOL

The Speed School Staff Council shall be the representative organization of the Staff of the School and shall operate under its own set of Bylaws. Staff Bylaws that affect the operation of the School require review and approval by the Dean, in consultation with the Administrative Plans and Policies Committee.

ARTICLE XI. STUDENTS

The Speed School Student Council shall be the organization of the students of the School and shall operate under its own set of Bylaws.

ARTICLE XII. PROCEDURE FOR AMENDMENTS

Proposals to amend these Bylaws may originate from the Dean, Faculty Council, or any Standing Committee. Any Voting Faculty member may also propose an amendment to the Bylaws, if endorsed by at least ten (nine additional to the proposing member) of the Speed School's Voting Faculty. A proposed amendment will be placed on the agenda of the next Faculty Meeting for debate. A copy of the proposed amendment, and a copy of the Article or Section to be amended shall be distributed to each faculty member at least one week prior to the Faculty Meeting.

Approval of an amendment shall be made by a favorable vote of two thirds of those voting but not less than a majority of the entire Voting Faculty. A mail or electronic ballot may be utilized if approved by a majority of the faculty present. Amendments receiving a favorable vote will be forwarded appropriately in order to gain University approval.

ARTICLE XIII. VOTING PROCEDURES

Prior to any vote, a list of Voting Faculty shall be provided to Faculty Council by the Office of the Dean. This faculty count will be used to establish a quorum as defined in Article V.F. Unless otherwise stated, a majority vote is necessary to adopt a motion or to elect a person to office. A majority vote is defined as “more than half” of the votes cast by persons entitled to vote, excluding blanks or abstentions.

Per the current edition of Robert’s Rules of Order, the voting procedures may take several forms. If the faculty do not specifically identify a voting procedure, Faculty Council will select the voting procedure.

Per Robert’s Rules of Order, ballots are treated as secret unless stated otherwise.

Online or electronic balloting is an acceptable method of voting. All Voting Faculty may participate in online or electronic ballots and do not have to be on campus to participate. Faculty Council will make reasonable efforts to inform the faculty body on the voting method selected and the timetable for completing the vote.

Even when not specifically required, faculty may request and be granted a secret vote, when supported by at least ten Voting Faculty members. If online or electronic balloting is used, then Faculty Council will take reasonable precautions to ensure voter anonymity within an online environment.

At the discretion of Faculty Council, motions can be brought to the faculty body between formal meetings for time-critical business. These online or electronic motions are introduced, discussed online on an electronic webpage provided by Faculty Council for a prescribed period of time, followed by online or electronic balloting. However, faculty members have the right to object to any motion introduced outside of a formal faculty meeting. Therefore, the motion shall be ruled as out of order if at least four Voting Faculty members, prior to the start of voting, state their objection to Faculty Council. The debate of the motion will then be resumed at the next faculty meeting.

APPENDIX I

Responsibilities and duties of the **Dean of the J.B. Speed School of Engineering**

The Dean of the Speed School shall be the administrative head and academic leader of the School and as such shall be responsible directly to the Office of the President through the University Provost.

A. Responsibilities of the Dean shall include:

1. Enforcing the decisions, policies, and regulations adopted by the Board of Trustees, the Office of the President, the Office of the University Provost, and the Faculty of the School.
2. Efficiently and effectively managing the School and its educational programs.
3. Preparing the goals, objectives and long-range plans of the School.
4. Planning and developing the School's facilities consistent with the School's goals and objectives and with its enrollment.
5. Periodically evaluating the School's achievements to determine the extent to which the School's goals and objectives have been realized.
6. Ensuring that all academic programs attain or continue to maintain appropriate accreditation standards and supervising the preparation for accreditation visits.
7. Keeping the Office of the President and the School's Faculty fully informed concerning the educational and financial condition of the School and the adequacy and physical condition of the School's facilities and of the School's compliance with the accreditation standards of the Accreditation Board for Engineering and Technology.
8. Exercising a leadership role in curricular development by ensuring that all degree programs at both the undergraduate, graduate/Professional and graduate levels are responsive to the needs of the Community and of the Commonwealth, and are consistent with the highest levels of professional attainment as measured by professional accreditation standards.
9. Recommending to the Office of the University Provost the appointment, tenure, promotion, retention, sabbatical leave, annual salary increase and retirement actions of any faculty members and administrative officers of the School.
10. Representing the Faculty of the School to the University Administration.
11. Disciplining students for breach of conduct in academic matters to the extent of dismissal from the School subject to the appeal procedure in The Redbook.
12. Coordinating the development activities of the School in cooperation with the Vice President for Development and Alumni.

13. Maintaining liaison with the Alumni, government agencies and the industrial and professional communities.
14. Serving by gubernatorial appointment as an ex officio member of The Kentucky State Board of Registration for Professional Engineers and Land Surveyors, a policy making Board of the Commonwealth of Kentucky, which has been incorporated into the Kentucky Revised Statutes. (KRS 322.230)
15. Serving within the University as an ex officio member of the Faculty Senate; the President's Executive Cabinet; and the Provost/Deans Council.

B. Duties of the Dean shall include:

1. Organizing and managing the Office of the Dean.
2. Coordinating and integrating the work of the departments and service units within the School.
3. Working with the Office of the President through the University Provost to integrate the plans for the School with those of the University.
4. Preparing a budget for submission to the Office of the President and administering it as approved.
5. Allocating available funds for instruction and research within the various departments and offices of the School.
6. Preparing and submitting to the Office of the President and the School's Faculty an annual report.
7. Encouraging improved teaching, research, and service performance of the School's Faculty.
8. Recruiting and retaining the School's Faculty and Staff in response to programmatic needs and encouraging their professional development.
9. Administering University and School personnel policies as developed according to The Redbook procedures.
10. Supervising the School's affirmative action efforts.
11. Coordinating with the University's Admissions Office the counseling of potential engineering and technology students.
12. Working to ensure the adequate placement of cooperative interns and graduating students.

13. Providing all continuing engineering education sponsored by the University of Louisville.
14. Enrolling and advising students, evaluating advanced standing credits, and maintaining student records.
15. Coordinating class and room schedules, preparing copy for the School's Bulletin and ensuring that textbook orders are processed in a timely fashion.
16. Participating in all university committees as assigned.

The aforementioned duties shall be accomplished in accordance with the decisions, policies, and regulations adopted by the Board of Trustees, the Office of the President and the Faculty of the School. Unless prohibited by The Redbook or the Bylaws of the Speed School of Engineering, the Dean may delegate the aforementioned duties to appropriate administrators.

APPENDIX II

Functions, Structure, and Operations of the **Faculty Council**

Faculty Council is a Standing Committee that represents the entire Speed Faculty on all matters of Faculty Governance except those specifically assigned to other standing or *ad hoc* committees.

A. Functions

1. To represent the Faculty on all matters except those specifically assigned to other organizations by the Bylaws of the Speed School.
2. To schedule, call, and chair all Speed-wide Faculty Meetings.
3. To present proposals and grievances to the Administrative Plans and Policies Committee, the Dean, or to meetings of the Faculty.
4. To recommend the establishment and abolition of standing faculty committees.
5. To appoint committee members as specified in committee charge documents.
6. To assign committee chairs when committees fail to do so.
7. To distribute memoranda to members of the Faculty and to encourage faculty participation in and discussion of important matters affecting the Speed School.
8. To define vacancies on the Faculty Council and/or Speed School Standing Committees as temporary or permanent.
9. To manage elections to Faculty Council, and Standing Committees, and for other such ballots as requested by the Faculty.
10. To be responsible for the creation of all slates for committee memberships and other offices filled by Speed School faculty election. This shall include the responsibility of ensuring that the opportunity for nominations from the faculty at-large is provided.
11. To resolve disputed elections.

B. Structure

1. Membership of the Faculty Council shall consist of its President, the President Elect and one representative from each academic department that is neither the President nor President Elect.
2. Nominations for the President Elect shall be solicited by the Faculty Council during regular Faculty meetings. Should the Faculty Council be unable to identify a nominee prior to the final Faculty meeting of the Fall term, the President of the Speed Faculty Council will select (by lot) one nominee from the existing faculty council members who are tenured and whose term has at least one year remaining. This President Elect

nominee will be presented at the final faculty meeting of the Fall term where additional nominees will be solicited; an election will then occur. Nomination and election of representatives of academic departments shall be filled by their constituent faculties.

3. The President and President Elect each serve one-year terms starting on January 1. Other members serve two-year staggered terms. Members representing the Chemical Engineering, Civil and Environmental Engineering, Electrical and Computer Engineering, and Computer Science and Engineering departments serve terms starting on January 1 of an even numbered year. Members representing the Bioengineering, Engineering Fundamentals, Industrial Engineering, and Mechanical Engineering departments serve terms starting on January 1 of an odd numbered year.
4. In the event of absences of members during any of their terms, the Faculty Council shall fill its membership by temporary appointment. Absences of greater than one academic term (fall, spring or summer session) and vacancies shall be filled promptly as described in B.2.
5. If the office of the President becomes vacant, it shall be filled by the President Elect.

C. Operations

1. The President Elect shall serve as a recording secretary and keep minutes of Council Meetings.
2. The Office of the Dean shall provide administrative support to the Council and maintain the Council files.

APPENDIX III

Functions, Meetings, and Structure of the **Administrative Plans and Policies (AP&P) Committee**

The Administrative Plans and Policies Committee is a Standing Committee established by the Speed Faculty to serve as an advisory body to the Dean and the Faculty.

A. Functions

The functions of the Administrative Plans and Policies Committee are to recommend to the Dean and faculty, courses of action on such matters including:

1. Faculty Personnel Policies
2. Staff Policies
3. Facilities Planning
4. Admission Policies
5. Curriculum and degree/credential requirements
6. Academic Standards
7. Appointment of Committees
8. Honors and Awards

The Committee may refer detailed consideration of an issue to a Standing Committee of the School.

The faculty shall routinely be informed of actions taken and announcements made at meetings by means of the minutes. However, the person representing each constituent group of the Speed School, as established in Section C, Structure, shall be responsible for rapid dissemination of information affecting that group.

B. Meetings

Meetings of the Administrative Plans and Policies Committee shall be held at least once each month, except for the month of August and shall be open to all faculty members. A schedule of meetings shall be distributed at the beginning of each semester to all AP&P members by the Dean.

A preliminary agenda, and all supporting documentation and attachments shall be distributed to the Administrative Plans and Policies Committee members at least two days prior to the meeting. The two-day notice is intended to provide an opportunity for committee members to consult with their constituencies prior to the meeting.

Items not timely on the agenda described above may be acted on upon the consent of two-thirds of the members present at the meeting and any such items shall be permitted to be reconsidered at a future meeting by the request of any individual member of the Committee. Any member of the

Committee may add items to the agenda. The agenda shall be perpetual. That is, items not acted on in one meeting shall be carried over to the next meeting.

Minutes of the meetings and attachments shall be made readily available to the entire Speed School by SharePoint or other web-based archive. Personal matters requiring confidentiality may be redacted from the archived documents.

C. Structure

1. Voting members of this committee shall consist of all Department Chairs, the President of the Faculty Council, and the Chair of the Student Council. Because AP&P advises the Dean, the Dean and Associate/Assistant Deans are non-voting members in this committee.
2. The Dean shall be permanent chair of the committee. At the discretion of the Dean, however, another voting member of the committee or a non-voting Associate or Assistant Dean may be designated to preside.
3. A staff secretary to this committee shall be appointed from the Dean's Office. The secretary will not hold membership on this committee.

D. Advisory Subcommittees

The Dean may appoint *ad hoc* or standing advisory subcommittees for advice. The Dean or the Dean's designee shall serve as chair. Meetings will be called by the Dean. Reports of all issues discussed and decisions reached will be made in writing to the Administrative Plans and Policies Committee at its next meeting.

APPENDIX IV

Charge, Composition, Selection and Terms of the **Faculty Affairs Committee (FAC)**

The Faculty Affairs Committee (FAC) is a Standing Committee established to fulfill the requirements of The Redbook (Article 4.2 on Faculty Personnel Reviews).

- A. Charge - The committee shall serve as the representative faculty body on all matters pertaining to promotion and tenure, periodic career reviews for faculty, graduate faculty status, and faculty honors and awards. The committee shall, when appropriate, make recommendations to the Dean and the faculty. Specific procedures for the reporting of faculty promotion, tenure, and periodic career review recommendations shall follow those as described in the Speed School Personnel Policies & Procedures document. The committee shall report its activities regularly at faculty meetings (and if requested by the Dean, in a brief written report) at least once a year.
- B. Composition – The committee will be composed of eight faculty members selected to represent each academic department.

The chair shall be a faculty member of the committee, and elected by the committee each year (for a July 1 to June 30 term). A chair shall be elected by the committee by September 1 each year.

- C. Selection - Each department shall nominate two candidates. The department representative shall be selected from these nominees by a vote of all Speed School Voting Faculty. If possible, all nominees will be at the rank of Professor with tenure. In the case that a department has only one eligible tenured professor, that individual will be one nominee and an eligible associate professor with tenure shall also be nominated. In the case that a department has no tenured faculty at the rank of Professor, two eligible associate professors with tenure shall be nominated. Department chairs are ineligible to be committee members.

Committee members who are the subject of a review or other committee action, shall recuse themselves from the committee discussion of the case. The relevant academic department will provide a suitably qualified substitute to provide representation only for that case.

- D. Terms - The term of office for committee members shall be three years. To provide continuity, the terms will be staggered (by Faculty Council, if necessary) such that each year the terms of about one-third of the members will expire. The term of new members shall begin on July 1.

APPENDIX V

Charge, Composition, Selection and Terms of the **Student Affairs Committee (SAC)**

The Student Affairs Committee (SAC) is a Standing Committee established to fulfill the requirements of The Redbook (Section 6.8.5) and shall serve as the Academic Grievance Committee for the Speed School.

- A. Charge - This Committee shall serve as the representative faculty body on all matters pertaining to student affairs and is tasked with the following three main responsibilities.
1. First, the committee will serve as an appeals board for all challenges to the administration and application of admission rules and academic policies.
 2. Second, the committee will hear and make recommendations to the Dean on student grievances concerning academic matters per The Redbook, Chapter 6, and the Student Academic Grievance Procedure adopted by the Board of Trustees.
 3. Third, the committee will address Breaches of Academic Integrity by students as defined in Chapter 6 of The Redbook and the Code of Student Conduct. This will begin with an attempt at an informal resolution of the issue. Should such a resolution not be possible, the committee will then be charged with conducting a fair and impartial hearing of the case. Upon completion of the hearing, the committee will recommend penalties commensurate with both the nature and severity of the case, if any, to the Dean for a student found to have committed a breach of academic integrity.

The committee shall report its activities regularly at faculty meetings (and if requested by the Dean, in a brief written report) at least once a year.

- B. Composition - The committee will be composed of four Faculty members, three student members, a representative of the Dean, and an Academic Counselor. The faculty members will be selected from four different departments. The student members will be selected from the undergraduate (BS) and graduate (MEng, MS and PhD) programs. At least two of the students shall be selected from the BS or MEng programs.

The Dean's representative will commonly be the Associate Dean for Academic and Student Affairs. The Dean's representative and the Academic Counselor shall serve as *ex-officio* (non-voting) members of the committee.

The chair shall be a faculty member of the committee, and elected by the committee each year (for a July 1 to June 30 term).

- C. Selection - Faculty members are nominated by the Faculty Council and elected by the faculty. The student members are selected by the Student Council. The Dean's representative and the Academic Counselor will be appointed by the Dean.
- D. Terms - Faculty terms are three-year staggered appointments as defined by Faculty Council. The term of new faculty members shall begin on July 1. The term of the student members is one year and shall begin on September 1. All appointments may be renewed.

APPENDIX VI

Charge, Composition, Selection and Terms of the **Undergraduate Education Committee (UEC)**

The Undergraduate Education Committee is a Standing Committee established by the Speed Faculty to represent the Faculty in serving as an advisory body to the Dean and the Faculty.

- A. Charge - The committee shall serve on all matters pertaining to the following:
1. approving and monitoring undergraduate admission policies and requirements;
 2. recommendations to establish or eliminate academic undergraduate degree programs;
 3. approving and monitoring undergraduate course and curriculum matters as well as degree/credential requirements proposed by the individual departments;
 4. establishing academic standards and other regulations and rules affecting undergraduate students;
 5. coordinating technological resources, programs, policies, and facilities that impact undergraduate education;
 6. proposing guidelines for undergraduate assistantships and fellowships for those awarded by the school or individual departments and that do not fall under the control of FAFSA (Free Application for Federal Student Aid) or the central administration;
 7. approving and monitoring matters pertaining to and enforcing co-op requirements;
 8. coordinating with the Graduate Education Committee on curriculum issues when needed.

The committee shall, when appropriate, make recommendations to the AP&P Committee and/or to the faculty. The committee shall report its activities regularly at faculty meetings (and if requested by the Dean, in a brief written report) at least once a year.

- B. Composition - The committee will be composed of eight faculty members, one student member, and two representatives of the Dean. The faculty members shall be selected to represent their respective academic departments. The student member will be selected from the undergraduate student body.

The Dean's two representatives will commonly be the Associate Dean for Academic and Student Affairs and the Director of Speed Technology Solutions. The Dean's representatives shall serve as *ex-officio* (non-voting) members of the committee.

The chair shall be a faculty member of the committee and elected by the committee each year (for a July 1 to June 30 term).

- C. Selection - The Speed School faculty members shall be selected by their departments in accordance with their own departmental procedures. The student representative will be selected by the Student Council.
- D. Terms - Faculty terms are three-year staggered appointments as defined by Faculty Council. The term of new faculty members shall begin on July 1. The term of the student member is one year and shall begin on September 1. All appointments may be renewed.

APPENDIX VII

Charge, Composition, Selection and Terms of the **Graduate Education Committee (GEC)**

The Graduate Education Committee is a Standing Committee established by the Speed Faculty to represent the Faculty in serving as an advisory body to the Dean and the Faculty.

- A. Charge - The committee shall serve on all matters pertaining to the following:
1. approving and monitoring graduate admission policies and requirements;
 2. recommendations to establish and eliminate academic graduate degree programs;
 3. approving and monitoring graduate course and curriculum matters as well as degree/credential requirements proposed by the individual departments;
 4. propose minimum guidelines for graduate education;
 5. academic standards and other regulations and rules affecting graduate students;
 6. coordinating technological resources, programs, policies and facilities that impact graduate education;
 7. proposing processes for awarding graduate scholarships, assistantships, and fellowships;
 8. proposing criteria for election to the Graduate Faculty;
 9. acting in an advisory capacity on matters concerning the engineering library collection;
 10. and coordinating with the Undergraduate Education Committee on curriculum issues when needed.

The committee shall, when appropriate, make recommendations to the AP&P and/or to the faculty. All curriculum changes shall be forwarded to the Dean (or designee) and the Graduate School immediately upon approval. The committee shall report its activities regularly at faculty meetings (and if requested by the Dean, in a brief written report) at least once a year.

- B. Composition - The committee will be composed of eight faculty members, one student member, and two representatives of the Dean. The faculty members shall be selected to represent their respective academic departments. The student member will be selected from the graduate student body.

The Dean's two representatives will commonly be the Associate Dean for Research and Graduate Affairs and the Associate Dean for Academic and Student Affairs. The Dean's representatives shall serve as *ex-officio* (non-voting) members of the committee.

A The chair shall be a faculty member of the committee, and elected by the committee each year (for a July 1 to June 30 term).

- C. Selection –The Speed School faculty members shall be selected by their departments in accordance with their own departmental procedures. Commonly, the Director of Graduate Studies of each department will serve on this committee. The student representative is selected by the Speed Student Council.
- D. Terms - There are no term limits for departmental faculty representatives. The student representative term is for one year, beginning on September 1, but may be renewed.

APPENDIX VIII

Charge, Composition, Selection and Terms of the **Diversity Committee**

The Diversity Committee is a Standing Committee established by the Speed Faculty to serve as an advisory body to the Dean and the Faculty.

- A. Charge - The Speed School Diversity Committee is given the responsibility of assisting the School to meet its diversity goals, as outlined in Speed School's Diversity Plan. The plan specifies that the engineering school is committed to the improvement of diversity and outlines specific goals. These goals include a diverse employee workforce, a diverse student body, a curriculum that prepares students to work in an increasingly diverse society, and a welcoming campus climate that is appreciative and inclusive of all individuals.

The Speed School Diversity Committee is the unit voice for the University's comprehensive focus on diversity as outlined in its strategic plan.

The committee shall report its activities regularly at faculty meetings (and if requested by the Dean, in a brief written report) at least once a year.

- B. Composition - The committee will be composed of eight faculty members, one Speed School staff member, four students, and one representative of the Dean. The faculty members shall be selected to represent their respective academic departments. The Speed School staff member shall be selected to represent the Speed School Staff.

One student member shall be selected to represent the Speed Student Council. Three student members shall be selected to represent the Speed School RSOs which have a diversity focus. Speed School RSOs with a diversity focus include but are not limited to: the National Society of Black Engineers (NSBE), the Society of Women Engineers (SWE), and the Society of Hispanic Professional Engineers (SHPE).

The Dean's representative shall serve as an *ex-officio* (non-voting) member of the committee.

The chair shall be a faculty member of the committee, and elected by the committee each year (for a July 1 to June 30 term).

- C. Selection - The Speed School faculty members shall be appointed by their departments in accordance with their own departmental procedures. The student members shall be appointed by the organizations that they represent. The staff representative shall be appointed by the Dean.
- D. Terms - Faculty and staff terms are two-year staggered appointments as defined by Faculty Council. The term of new faculty members shall begin on July 1. The term of the student members is one year. The term for student members shall begin on September 1. All appointments may be renewed.

APPENDIX IX

Speed School Approval Process for Departments, Degree Programs, Courses

- A. Purpose - This appendix clarifies the processes within Speed School for approval of establishing, changing, or terminating departments, degree programs (including minors and certificates), curricula, and courses. Specifically, the faculty votes and vote counts required for approval are specified. The justification for including this document in the Bylaws is to ensure that the Speed Faculty appropriately exercise their “legislative powers” over academic and curricular matters per Sec. 3.3.2 of The Redbook: “Except as otherwise provided, each faculty shall have general legislative powers over all matters pertaining to ... the admission requirements, curricula, instruction, examinations, and recommendations to the Board of Trustees for granting of degrees in its own academic unit.”

B. Procedures:

To establish or terminate a Department

- 1 Proposal from faculty, UEC/GEC, or Dean
- 2 Recommended to Speed Faculty by UEC and/or GEC
- 3 Approval recommended to AP&P and Dean by a 2/3 vote of Speed Faculty
- 4 Approval recommended to Dean by AP&P
- 5 Approval recommended to UofL Administration by Dean

To establish or terminate an Undergraduate/Graduate Degree Program (including certificates and minors)

- 1 Proposal from Department(s) forwarded with a majority vote to UEC/GEC*
- 2 UEC/GEC review includes soliciting reviews on the proposal from the entire Speed School faculty
- 3 If UEC/GEC propose modifications, the proposal is returned to Department for acceptance, alternative modification and resubmission with departmental faculty vote. If substantive changes are made, UEC/GEC shares the revised proposal for additional comments with the Speed School Faculty.
- 4 After completion of the previous steps, approval recommended by UEC/GEC to AP&P and Dean
- 5 Approval recommended to Dean by AP&P
- 6 Approval recommended to UofL Administration by Dean or Dean’s designee

To establish, modify or terminate a course

- 1 Approval recommended by Department (or Departments for co-listed courses) to UEC/GEC by a majority vote* (or majority votes*, for co-listed courses)
- 2 Approval recommended by UEC or GEC (or both for 500 level courses) to AP&P and Dean
- 3 Approval recommended to Dean by AP&P
- 4 Approval recommended to UofL Administration by Dean or Dean’s designee

*Or higher voting standard per department bylaws (e.g. majority of all participating faculty, 2/3 vote, or other)

- C. Annual Reporting - To help longer term monitoring of these activities UEC/GEC include in their annual report to the Dean and Faculty a status summary of all (1) Department, (2) degree and (3) course proposals that were made or received by UEC/GEC, including if they are recommended by

the Dean to UofL and if accepted, denied, or pending by UofL. The Dean's office will provide assistance as necessary on the status of pending approvals at the Dean's Office or higher levels of UofL Administration.

Revised, approved by Speed School Faculty: December 9, 2020

Approved by Faculty Senate: May 5, 2021

Approved by the Board of Trustees:

RECOMMENDATION TO THE BOARD OF TRUSTEES
CONCERNING THE CREATION OF THE
GRADUATE CERTIFICATE IN FAMILY BUSINESS MANAGEMENT AND ADVISING

Academic and Student Affairs Committee – June 24, 2021
Executive and Compensation Committee – June 24, 2021

RECOMMENDATION:

The President recommends that the Board of Trustees approve the creation of the Graduate Certificate in Family Business Management and Advising effective Fall 2021.

BACKGROUND:

The Dean of the College of Business (COB) recommends the creation of the Graduate Certificate in Family Business Management and Advising

This program is designed to align with the needs of family enterprises, their current and future leaders (both family and non-family), and the professional advisors who serve them. The purpose of this graduate certificate program is to provide students with the knowledge and skills that will help them understand, manage, and navigate the intricacies of family businesses and provide the tools to advise these types of organization. The certificate program will be taught online by a combination of full-time College of Business faculty and part-time lecturers. The Graduate Certificate in Family Business Management and Advising will require students to complete nine credit hours of graduate course work. These courses will count toward the College of Business MBA degree program.

Students who complete the program will gain a greater understanding of family businesses, the challenges that they face, and the opportunities that they provide. Individuals will also learn different tools that can help them when interacting with family businesses to help with their continuity.

The Faculty Senate recommended the creation of the Graduate Certificate in Family Business Management at their meeting on April 7, 2021. The certificate is considered a short-term credential and approval of the proposal by the Kentucky Council on Postsecondary Education is not required. The Executive Vice President/University Provost joins the President in making this recommendation.

COMMITTEE ACTION:

Passed X
Did Not Pass _____
Other _____

Rs
Signature on file _____
Assistant Secretary

BOARD ACTION:

Passed X
Did Not Pass _____
Other _____

Rs
Signature on file _____
Assistant Secretary

RECOMMENDATION TO THE BOARD OF TRUSTEES
CONCERNING THE CREATION OF THE
POSTGRADUATE CERTIFICATE IN PEDIATRIC ACUTE CARE NURSING

Academic and Student Affairs Committee – June 24, 2021

Executive and Compensation Committee – June 24, 2021

RECOMMENDATION:

The President recommends that the Board of Trustees approve the creation of the Postgraduate Certificate in Pediatric Acute Care Nursing effective fall 2021.

BACKGROUND:

The Dean of the School of Nursing recommends the creation of the Postgraduate Certificate in Pediatric Acute Care Nursing.

The Pediatric Acute Care Certificate is a 23-credit-hour program composed of courses that are already being delivered within the Pediatric Acute Care Track of the BSN to DNP degree. The approval of the certificate allows for an additional entry point into the coursework. The certificate would allow for nurse practitioners who are trained and certified in a different specialization to take only the specialty-specific coursework and earn the didactic and clinical credits needed to sit for the pediatric acute care nurse practitioner board certification.

The program follows the NONPF national guidelines to ensure that students are trained to provide advanced nursing care to pediatric patients with complex acute, critical, and chronic health conditions, including the delivery of acute care services. The program is needed to ensure that nurse practitioners working in the inpatient care setting are properly trained and have the certification that is aligned with the APRN consensus model put forward by AACN in 2008. In 2018 the Kentucky Board of Nursing released a statement supporting the model and encouraging all Kentucky APRNs to have the certification that best aligns with the patient population with whom they work.

Nurses or nurse practitioners who want to function as nurse practitioners in the pediatric acute care setting are the intended audience. Students who are not already APRNs will be required to take the “3 Ps” as prerequisites to the program. A student who is enrolled full-time can complete the program in 12 months.

The post-graduate curriculum incorporates the NONPF core competencies for nurse practitioners as well as the pediatric acute care specialty competencies. The curriculum begins with a foundation of pathophysiology and pharmacology in pediatric acute care and then progresses to diagnosis and management of acute pediatric illnesses. Students will complete a total of 588 clinical hours in their pediatric acute care role.

The Faculty Senate recommended the creation of the Graduate Certificate in Pediatric Acute Care Nursing at their meeting on April 7, 2021. The certificate is considered a short-term credential and approval of the proposal by the Kentucky Council on Postsecondary Education is not required. The Executive Vice President/University Provost joins the President in making this recommendation.

COMMITTEE ACTION:

Passed X

Did Not Pass _____

Other _____


Signature on file _____
Assistant Secretary

BOARD ACTION:

Passed X

Did Not Pass _____

Other _____


Signature on file _____
Assistant Secretary

RECOMMENDATION TO THE BOARD OF TRUSTEES CONCERNING THE
CREATION OF THE GRADUATE CERTIFICATE IN HEALTH CARE ETHICS

Academic and Student Affairs Committee – June 24, 2021
Executive and Compensation Committee – June 24, 2021

RECOMMENDATION:

The President recommends that the Board of Trustees approve the creation of the Graduate Certificate in Health Care Ethics effective fall 2021.

BACKGROUND:

The Dean of the College of Arts and Science (A&S) recommends the creation of the Graduate Certificate in Health Care Ethics.

Health care in the twenty-first century faces a series of ethical challenges arising from unprecedented advances in the medical sciences, combined with radical cultural and organizational change. The big business of health care can bring issues of social difference and injustice directly to our attention in the faces of individual patients. Because the already-existing Health Care Ethics MA Program boasts a nationally unique focus on issues of social justice and the importance of race, gender, class, sexuality, religion, and culture on health and health care, a comparable, but shorter, certificate program would be similarly unique in the content delivered. This certificate would increase the skills-base of health-care professionals and others by providing the resources of practical bioethics as a partner to the sciences in responding to the challenges of twenty-first century health and social care.

The Graduate Certificate in Health Care Ethics will be an interdisciplinary program of 15 credit hours of graduate-level coursework drawn primarily from courses already offered for the M.A. It can be completed in one academic year, though it could be taken part-time over a longer period. It will serve three main groups that may seek additional relevant ethics training but who may not be able to accommodate the 33 credit hours required in the MA program: mid-career professionals, including current MDs, JDs, RNs, MSSWs; faculty and staff on hospital ethics committees and Institutional Review Boards; and students in UofL's graduate and professional school degree programs who want to enhance their training and credentials with the HCE certificate.

The Faculty Senate recommended the creation of the Graduate Certificate in Health Care Ethics at their meeting on May 5, 2021. The certificate is considered a short-term credential and approval of the proposal by the Kentucky Council on Postsecondary Education is not required. The Executive Vice President/University Provost joins the President in making this recommendation.

COMMITTEE ACTION:

Passed X
Did Not Pass _____
Other _____

 Dn
Signature on file _____
Assistant Secretary

BOARD ACTION:

Passed X
Did Not Pass _____
Other _____

 Dn
Signature on file _____
Assistant Secretary

RECOMMENDATION TO BOARD OF TRUSTEES
CONCERNING PROMOTION AND TENURE

Academic and Student Affairs Committee – June 24, 2021
Executive and Compensation Committee – June 24, 2021

RECOMMENDATION:

The President recommends that the following faculty promotion and tenure recommendations be approved by the Board of Trustees.

PROMOTION AND TENURE

Arts and Sciences

Swagato Banerjee, PhD, Assistant Professor (Probationary) of Physics and Astronomy; promotion to Associate Professor and award of tenure, July 1, 2021.

Amanuel Beyin, PhD, Assistant Professor (Probationary) of Anthropology; promotion to Associate Professor and award of tenure, July 1, 2021.

Lisa Bjorkman, PhD, Assistant Professor (Probationary) of Urban and Public Affairs; promotion to Associate Professor and award of tenure, July 1, 2021.

Bradley Campbell, PhD, Assistant Professor (Probationary) of Criminal Justice; promotion to Associate Professor and award of tenure, July 1, 2021.

Raymond Chastain, PhD, Assistant Professor (Term) of Physics and Astronomy; promotion to Associate Professor (Term), July 1, 2021.

Cynthia Corbitt, PhD, Associate Professor (Tenured) of Biology; promotion to Professor (Tenured), July 1, 2021.

Guy Dove, PhD, Associate Professor (Tenured) of Philosophy; promotion to Professor (Tenured), July 1, 2021.

Thomas Dumstorf, MA, Instructor (Term) of Classical and Modern Languages; promotion to Senior Instructor I (Term), July 1, 2021.

Andreas Elpidorou, PhD, Associate Professor (Tenured) of Philosophy; promotion to Professor (Tenured), July 1, 2021.

Karen Freberg, PhD, Associate Professor (Tenured) of Communication; promotion to Professor (Tenured), July 1, 2021.

Linda Fuselier, PhD, Associate Professor (Tenured) of Biology; promotion to Professor (Tenured), July 1, 2021.

Jordan Gabbard, MA, Instructor (Term) of Classical and Modern Languages; promotion to Senior Instructor I (Term), July 1, 2021.

Melissa Groenewold, MA, Instructor (Term) of Classical and Modern Languages; promotion to Senior Instructor I (Term), July 1, 2021.

Michael Hagan, PhD, Assistant Professor (Term) of Comparative Humanities; promotion to Associate Professor (Term), July 1, 2021.

Sachin Handa, PhD, Assistant Professor (Probationary) of Chemistry; promotion to Associate Professor and award of tenure, July 1, 2021.

Rachel Hopp, PhD, Assistant Professor (Term) of Biology; promotion to Associate Professor (Term), July 1, 2021.

Melanie Jones Gast, PhD, Assistant Professor (Probationary) of Sociology; promotion to Associate Professor and award of tenure, July 1, 2021.

Theresa Keeley, PhD, Assistant Professor (Probationary) of History; promotion to Associate Professor and award of tenure, July 1, 2021.

Frank Kelderman, PhD, Assistant Professor (Probationary) of English; promotion to Associate Professor and award of tenure, July 1, 2021.

Hamid Kulosman, PhD, Associate Professor (Tenured) of Mathematics; promotion to Professor (Tenured), July 1, 2021.

Michael Losavio, JD, Assistant Professor (Probationary) of Criminal Justice; promotion to Associate Professor and award of tenure, July 1, 2021.

Keith Lyle, PhD, Associate Professor (Tenured) of Psychological and Brain Sciences; promotion to Professor (Tenured), July 1, 2021.

Kristi Maxwell, PhD, Assistant Professor (Probationary) of English; promotion to Associate Professor and award of tenure, July 1, 2021.

Edward McInnis, PhD, Assistant Professor (Term) of History; promotion to Associate Professor (Term), July 1, 2021.

Michael Menze, PhD, Associate Professor (Tenured) of Biology; promotion to Professor (Tenured), July 1, 2021.

Farshid Ramezanipour, PhD, Assistant Professor (Probationary) of Chemistry; promotion to Associate Professor and award of tenure, July 1, 2021.

Mark Running, PhD, Associate Professor (Tenured) of Biology; promotion to Professor (Tenured), July 1, 2021.

David Schultz, PhD, Associate Professor (Tenured) of Biology; promotion to Professor (Tenured), July 1, 2021.

Ashley Smallwood, PhD, Assistant Professor (Probationary) of Anthropology; promotion to Associate Professor and award of tenure, July 1, 2021.

Karl Swinehart, PhD, Assistant Professor (Probationary) of Comparative Humanities; promotion to Associate Professor and award of tenure, July 1, 2021.

Ming Yu, PhD, Associate Professor (Tenured) of Physics and Astronomy; promotion to Professor (Tenured), July 1, 2021.

Business

Yong Chao, PhD, Associate Professor (Tenured) of Economics; promotion to Professor (Tenured), July 1, 2021.

Imad Elhaj, PhD, Assistant Professor (Term) of Finance; promotion to Associate Professor (Term), July 1, 2021.

Robert Garrett, PhD, Associate Professor (Tenured) of Management and Entrepreneurship; promotion to Professor (Tenured), July 1, 2021.

Jian Guan, PhD, Associate Professor (Tenured) of Information Systems, Analytics and Operations; promotion to Professor (Tenured), July 1, 2021.

Elizabeth Munnich, PhD, Assistant Professor (Probationary) of Economics; promotion to Associate Professor and award of tenure, July 1, 2021.

Tian Tang, PhD, Associate Professor (Tenured) of Finance; promotion to Professor (Tenured), July 1, 2021.

Dentistry

Joseph Hannigan, DMD, Assistant Professor (Term) of Comprehensive Dentistry; promotion to Associate Professor (Term), July 1, 2021.

Valerie Harris Weber, DMD, Clinical Associate Professor (Part-time) of Comprehensive Dentistry; promotion to Clinical Professor (Part-time), July 1, 2021.

James Harrison, DMD, Assistant Professor (Term) of Comprehensive Dentistry; promotion to Associate Professor (Term), July 1, 2021.

Diksha Katwal, DDS, Assistant Professor (Probationary) of Diagnosis and Oral Health; promotion to Associate Professor and award of tenure, July 1, 2021.

Aikaterini Kavvadia, DDS, Associate Professor (Tenured) of Comprehensive Dentistry; promotion to Professor (Tenured), July 1, 2021.

Alma Ljaljevic Tucakovic, DMD, Associate Professor (Term) of Comprehensive Dentistry; promotion to Professor (Term), July 1, 2021.

David Maddy, DMD, Clinical Assistant Professor (Part-time) of Comprehensive Dentistry; promotion to Clinical Associate Professor (Part-time), July 1, 2021.

Silvia Uriarte, PhD, Associate Professor (Tenured) of Oral Immunology and Infectious Diseases; promotion to Professor (Tenured), July 1, 2021.

Tarin Williams, DMD, Assistant Professor (Term) of Comprehensive Dentistry; promotion to Associate Professor (Term), July 1, 2021.

Education

Casey George, PhD, Assistant Professor (Probationary) of Educational Leadership, Evaluation and Organizational Development; promotion to Associate Professor and award of tenure, July 1, 2021.

Penny Howell, EdD, Associate Professor (Tenured) of Elementary, Middle and Secondary Teacher Education; promotion to Professor (Tenured), July 1, 2021.

Jason Immekus, PhD, Associate Professor (Tenured) of Educational Leadership, Evaluation and Organizational Development; promotion to Professor (Tenured), July 1, 2021.

Sheron Mark, PhD, Assistant Professor (Probationary) of Elementary, Middle and Secondary Teacher Education; promotion to Associate Professor and award of tenure, July 1, 2021.

Justin McFadden, PhD, Assistant Professor (Probationary) of Elementary, Middle and Secondary Teacher Education; promotion to Associate Professor and award of tenure, July 1, 2021.

Regina Presley, MS, Lecturer (Term) of Health and Sport Sciences; promotion to Senior Lecturer (Term), July 1, 2021.

Michael Bradley Shuck, PhD, Associate Professor (Tenured) of Educational Leadership, Evaluation and Organizational Development; promotion to Professor (Tenured), July 1, 2021.

Ahmad Washington, PhD, Assistant Professor (Probationary) of Counseling and Human Development; promotion to Associate Professor and award of tenure, July 1, 2021.

Engineering

Erin Gerber, PhD, Assistant Professor (Term) of Industrial Engineering; promotion to Associate Professor (Term), July 1, 2021.

James Gerstle, PhD, Assistant Professor (Term) of Chemical Engineering; promotion to Associate Professor (Term), July 1, 2021.

Omid Ghasemi-Fare, PhD, Assistant Professor (Probationary) of Civil and Environmental Engineering; promotion to Associate Professor and award of tenure, July 1, 2021.

Gautam Gupta, PhD, Associate Professor (Probationary) of Chemical Engineering; award of tenure, July 1, 2021.

Cindy Harnett, PhD, Associate Professor (Tenured) of Electrical and Computer Engineering; promotion to Professor (Tenured), July 1, 2021.

Zhixia Li, PhD, Assistant Professor (Probationary) of Civil and Environmental Engineering; promotion to Associate Professor and award of tenure, July 1, 2021.

Juw Won Park, PhD, Assistant Professor (Probationary) of Computer Science and Engineering; promotion to Associate Professor and award of tenure, July 1, 2021.

Brian Robinson, PhD, Assistant Professor (Probationary) of Engineering Fundamentals; promotion to Associate Professor and award of tenure, July 1, 2021.

Patricia Soucy, PhD, Assistant Professor (Term) of Bioengineering; promotion to Associate Professor (Term), July 1, 2021.

Hui Zhang, PhD, Assistant Professor (Probationary) of Computer Science and Engineering; promotion to Associate Professor and award of tenure, July 1, 2021.

Law

Erin Gow, MA, Assistant Professor (Probationary) of Legal Bibliography; promotion to Associate Professor and award of tenure, July 1, 2021.

Marcus Walker, MSLS, Assistant Professor (Probationary) of Legal Bibliography; promotion to Associate Professor and award of tenure, July 1, 2021.

Libraries

Angela Clemons, MLS, Associate Professor (Tenured) of Libraries; promotion to Professor (Tenured), July 1, 2021.

Fannie Cox, MLS, Associate Professor (Tenured) of Libraries; promotion to Professor (Tenured), July 1, 2021.

Medicine

Bahaaldin Alsoufi, MD, Associate Professor (Probationary) of Cardiovascular and Thoracic Surgery; promotion to Professor and award of tenure, July 1, 2021.

Ashutosh Barve, MBBS, PhD, Associate Professor (Term) of Medicine; promotion to Professor (Term), July 1, 2021.

Laura Bishop, MD, Assistant Professor (Term) of Medicine and Pediatrics; promotion to Associate Professor (Term), July 1, 2021.

Maxwell Boakye, MD, Professor (Probationary) of Neurological Surgery; award of tenure, July 1, 2021.

Jerrad Businger, DO, Assistant Professor (Term) of Anesthesiology and Perioperative Medicine; promotion to Associate Professor (Term), July 1, 2021.

Margaret Calvery, PhD, Associate Professor (Term) of Pediatrics; promotion to Professor (Term), July 1, 2021.

Swapna Chandran, MD, Associate Professor (Tenured) of Otolaryngology-Head and Neck Surgery and Communicative Disorders; promotion to Professor (Tenured), July 1, 2021.

Christopher Compton, MD, Assistant Professor (Term) of Ophthalmology and Visual Sciences; promotion to Associate Professor (Term), July 1, 2021.

Amit Dwivedi, MBBS, Associate Professor (Tenured) of Surgery; promotion to Professor (Tenured), July 1, 2021.

Hannah Fischer, MD, Assistant Professor (Term) of Pediatrics; promotion to Associate Professor (Term), July 1, 2021.

Danielle Graff, MD, Assistant Professor (Term) of Pediatrics; promotion to Associate Professor (Term), July 1, 2021.

Bradford Hill, PhD, Associate Professor (Tenured) of Medicine; promotion to Professor (Tenured), July 1, 2021.

Jiapeng Huang, MD, PhD, Professor (Probationary) of Anesthesiology and Perioperative Medicine; award of tenure, July 1, 2021.

Rachel Keith-Weiss, PhD, Assistant Professor (Term) of Medicine; promotion to Associate Professor (Term), July 1, 2021.

Matthew Kinney, MD, Assistant Professor (Term) of Pediatrics; promotion to Associate Professor (Term), July 1, 2021.

Grace Kuravackel, PhD, Assistant Professor (Term) of Pediatrics; promotion to Associate Professor (Term), July 1, 2021.

W. David Lohr, MD, Associate Professor (Term) of Pediatrics; promotion to Professor (Term), July 1, 2021.

Lina Mackelaite, MD, Assistant Professor (Term) of Medicine; promotion to Associate Professor (Term), July 1, 2021.

Brittany Maggard, MD, Assistant Professor (Term) of Anesthesiology and Perioperative Medicine; promotion to Associate Professor (Term), July 1, 2021.

Michael Merchant, PhD, Associate Professor (Term) of Medicine; promotion to Professor (Term), July 1, 2021.

Sara Multerer, MD, Associate Professor (Term) of Pediatrics; promotion to Professor (Term), July 1, 2021.

Vibha Nayak, MBBS, Assistant Professor (Term) of Medicine; promotion to Associate Professor (Term), July 1, 2021.

Daniela Neamtu, MD, Assistant Professor (Term) of Family and Geriatric Medicine; promotion to Associate Professor (Term), July 1, 2021.

Jennifer Olges, MD, Assistant Professor (Term) of Medicine; promotion to Associate Professor (Term), July 1, 2021.

Endashaw Omer, MD, Assistant Professor (Term) of Medicine; promotion to Associate Professor (Term), July 1, 2021.

Raymond Orthober, MD, Assistant Professor (Term) of Emergency Medicine; promotion to Associate Professor (Term), July 1, 2021.

Dipendra Parajuli, MBBS, Associate Professor (Term) of Medicine; promotion to Professor (Term), July 1, 2021.

Christopher Peters, MD, Associate Professor (Term) of Pediatrics; promotion to Professor (Term), July 1, 2021.

Katherine Pohlgeers, MD, Assistant Professor (Term) of Family and Geriatric Medicine; promotion to Associate Professor (Term), July 1, 2021.

Chithra Ram, MBBS, Assistant Professor (Term) of Radiology; promotion to Associate Professor (Term), July 1, 2021.

Elizabeth Riley, MD, Associate Professor (Tenured) of Medicine; promotion to Professor (Tenured), July 1, 2021.

Mary Sandquist, MD, Assistant Professor (Term) of Pediatrics; promotion to Associate Professor (Term), July 1, 2021.

Klint Schwenk, MD, Associate Professor (Term) of Pediatrics; promotion to Professor (Term), July 1, 2021.

Patrick Scott, OD, PhD, Assistant Professor (Term) of Ophthalmology and Visual Sciences; promotion to Associate Professor (Term), July 1, 2021.

Utpal Sen, PhD, Associate Professor (Tenured) of Physiology; promotion to Professor (Tenured), July 1, 2021.

Tyler Sharpe, MD, Assistant Professor (Term) of Medicine; promotion to Associate Professor (Term), July 1, 2021.

Tamina Singh, MBBS, Assistant Professor (Term) of Pediatrics; promotion to Associate Professor (Term), July 1, 2021.

Jon Sivoravong, DO, Associate Professor (Term) of Family and Geriatric Medicine; promotion to Professor (Term), July 1, 2021.

Jennifer Stiff, MD, Assistant Professor (Term) of Pediatrics; promotion to Associate Professor (Term), July 1, 2021.

Abigail Stocker, MD, Assistant Professor (Term) of Medicine; promotion to Associate Professor (Term), July 1, 2021.

Beatrice Ugiliweneza, PhD, Assistant Professor (Term) of Neurological Surgery; promotion to Associate Professor (Term), July 1, 2021.

Nina Vasavada Panchal, MD, Assistant Professor (Part-time) of Medicine; promotion to Associate Professor (Part-time), July 1, 2021.

Wei Wang, MD, PhD, Assistant Professor (Term) of Ophthalmology and Visual Sciences; promotion to Associate Professor (Term), July 1, 2021.

Music

Amy Acklin, PhD, Associate Professor (Tenured) of Performance Studies; promotion to Professor (Tenured), July 1, 2021.

Adam McCord, DM, Assistant Professor (Probationary) of Performance Studies; promotion to Associate Professor and award of tenure, August 1, 2021.

Nursing

Karen Black, DNP, Assistant Professor (Term) of Nursing; promotion to Associate Professor (Term), July 1, 2021.

Diane Chlebowy, PhD, Associate Professor (Tenured) of Nursing; promotion to Professor (Tenured), July 1, 2021.

Dedra Hayden, DNP, Assistant Professor (Term) of Nursing; promotion to Associate Professor (Term), July 1, 2021.

Heather Mitchell, PhD, Assistant Professor (Term) of Nursing; promotion to Associate Professor (Term), July 1, 2021.

Karen Turner, DNP, Assistant Professor (Term) of Nursing; promotion to Associate Professor (Term), July 1, 2021.

Public Health

Liza Creel, PhD, Assistant Professor (Probationary) of Health Management and Systems Sciences; promotion to Associate Professor and award of tenure, July 1, 2021.

Sarah Moyer, MD, Assistant Professor (Term) of Health Management and Systems Sciences; promotion to Associate Professor (Term), July 1, 2021.

Dongfeng Wu, PhD, Associate Professor (Tenured) of Bioinformatics and Biostatistics; promotion to Professor (Tenured), July 1, 2021.

Qi Zheng, PhD, Assistant Professor (Probationary) of Bioinformatics and Biostatistics; promotion to Associate Professor and award of tenure, July 1, 2021.

Social Work

Shantel Crosby, PhD, Assistant Professor (Probationary) of Social Work; promotion to Associate Professor and award of tenure, August 1, 2020.

Heather Storer, PhD, Assistant Professor (Probationary) of Social Work; promotion to Associate Professor and award of tenure, August 1, 2020.

COMMITTEE ACTION:

Passed X

Did Not Pass _____

Other _____

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Signature on file _____
Assistant Secretary

BOARD ACTION:

Passed X

Did Not Pass _____

Other _____

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Signature on file _____
Assistant Secretary

RECOMMENDATION TO BOARD OF TRUSTEES
Academic and Student Affairs Committee – June 24, 2021
Executive and Compensation Committee – June 24, 2021

RECOMMENDATION:

The President recommends that the following personnel recommendations be approved by the Board of Trustees.

Business

Daniel Holt, PhD, Auburn University; appointment as Associate Professor (Tenured) of Management and Entrepreneurship, and additional appointment as Program Director for the Entrepreneurship Graduate Programs, August 1, 2021.

Notable Accomplishments:

Dr. Holt has published more than 40 peer review articles in journals such as *Entrepreneurship Theory & Practice*, *Journal of Applied Psychology*, and *Family Business Review*. He currently serves as the Associate Editor of *Family Business Review*. In addition to being named three times as Professor of the Year by the Air Force Institute of Technology, he was also recognized with the US Air Force Academy's Robert L. Taylor Research Award and the Best Article Award from *Family Business Review*.

Selection Process:

National search

Salary Data:

Proposed Salary:	\$175,000
Proposed Supplement:	\$ 25,000 * (Supplement as Graduate Programs Director)
Proposed Total Salary:	\$200,000

Median benchmark comparison: \$134,600 (median); \$165,800 (80th); \$188,000 (90th)

Benchmark position title: Associate Professor, Entrepreneurship

Benchmark source: AACSB Staff Compensation & Demographics Survey

Year of benchmark data: 2020/21

Benchmark data number of incumbents: 107

Benchmark data number of institutions: 73

*NOTE: We are paying a \$30,000 administrative supplement to other graduate program directors (OMBA, MBA). As Dr. Holt's base salary is above the 75th percentile, we lowered the administrative supplement.

Education

Prathiba Natesan Batley, PhD, Texas A&M University; appointment as Professor (Tenured) of Counseling and Human Development, August 1, 2021.

Notable Accomplishments:

Dr. Natesan Batley is qualified for this hire through her research, teaching, and professional experiences. She has published forty-four peer-reviewed journal articles and two book chapters, has five manuscripts under review, and over sixty conference presentations at regional, national, and international conferences. She currently serves as Associate Editor on both the *International Journal of Multiple Research Approaches* and *Frontiers in Psychology: Quantitative Psychology and Measurement* and is an ad-hoc reviewer for multiple journals including *Applied Psychological Measurement*, *Behavioral Research Methods*, *Journal of Educational and Behavioral Statistics* and *Library and Information Science Research*. Dr. Natesan Batley also has more than ten years of teaching and mentoring experience.

Selection Process:

Position posted. Search Committee formed. Candidates interviewed. There were 36 applicants for the position, and the search committee interviewed 3 of the 36 individuals via Zoom. It was determined that the first two candidates would not have been a good fit for the department. The third candidate, Dr. Natesan Batley was unanimously supported by the search committee and subsequently by the dean.

Salary Data:

Incumbent Base Salary:	\$ 57,500 (Incumbent had rank of Associate Professor)
Incumbent Supplement:	N/A
Incumbent Total:	\$ 57,500

Proposed Base Salary:	\$103,000
Proposed Supplement:	N/A
Proposed Total Salary:	\$103,000

Budget Impact: \$ 45,500 [College has funds to support this hire]

Median benchmark comparison:	\$126,316
Benchmark position title:	Professor (Clinical, Counseling and Applied Psychology)
Benchmark source:	Oklahoma State University Salary Survey
Year of benchmark data:	2020-2021
Benchmark data number of faculty:	177
Benchmark data number of institutions:	28

Medicine

Paula Bates, PhD, Professor (Tenured) of Medicine; additional appointment as the James Graham Brown Foundation Chair of Cancer Biology, August 1, 2021 through July 31, 2026.

Notable Accomplishments:

Dr. Bates recently leveraged the development expertise and infrastructure developed during ExCITE to help create a new statewide REACH program called the Kentucky Network for Innovation and Commercialization (KYNETIC). She co-directs the new program which aims to help academic researchers turn their health-related discoveries or ideas into real-world products. The program is headquartered at the University of Kentucky (UK) and is co-led by UofL and UK, working in collaboration with the Commonwealth of Kentucky Cabinet for Economic Development (CED) and Kentucky Commercialization Ventures (KCV). KYNETIC is modeled after UofL-ExCITE and now offers product development grants, education, and a network of expertise to faculty, staff, and students at Kentucky's eight public universities, or in the Kentucky Community and Technical College System (KCTCS). Dr. Bates is a uniquely talented faculty member who has raised the scientific reputation of the University of Louisville, has developed innovative new approaches for the treatment of cancer and, more recently, COVID-19, and has helped mentor many of our most promising graduate students.

Selection Process:

Dr. Bates is qualified to meet expectations of the gift agreement in her role as Brown Chair of Cancer Biology.

Salary Data:

Current Base Salary:	\$106,429
Current Supplement:	\$ 42,986
Total Compensation:	\$149,415

Proposed Base Salary:	\$106,429
Proposed Supplement:	\$ 42,986
Proposed Supplement:	\$ 25,000
Proposed Total Salary:	\$174,415

Budget Impact:	\$ 25,000
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Median benchmark comparison: \$205,000.00

Benchmark position title: Professor of Medicine

Benchmark source: AAMC PhD Faculty Salary - Hematology/Oncology-Med.

Year of benchmark data: 2019-2020

Benchmark data number of incumbents: 66

Benchmark data number of institutions: Not specified

Amit Dwivedi, MD, Associate Professor (Tenured) of Surgery and Division Chief of Vascular Surgery; additional appointment as the Montgomery Endowed Professorship in Vascular Surgery, July 16, 2021 through July 15, 2024.

Notable Accomplishments:

Dr. Dwivedi is currently the Program Director for the Division of Vascular Surgery. He is currently a member of the following committees: Multidisciplinary Stroke Committee, Norton Infection Control Committee, University of Louisville OR Council Committee, and Norton Hospital OR Council Committee. Additionally, he is involved in numerous educational activities.

Selection Process:

This endowed chair appointment is designated to the Division Chief of Vascular Surgery. As the current Division Chief, Dr. Dwivedi should be named to this endowed chair.

Salary Data:

Current Base Salary:	\$ 62,712
Current Supplement:	\$ 41,200
Current Supplement:	\$ 62,315
Current Supplement:	\$ 41,200
Current Supplement:	\$503,932 (Clinical, ULP)
Total Compensation:	\$711,359

Proposed Base Salary:	\$ 62,712
Proposed Supplement:	\$ 41,200
Proposed Supplement:	\$ 62,315
Proposed Supplement:	\$ 41,200
Proposed Supplement:	\$503,932 (Clinical, ULP)
Proposed Total Compensation:	\$711,359

Budget Impact: None; endowment is an additional source of funding

Median benchmark comparison:	\$431,000
Benchmark position title:	Associate Professor of Surgery (Vascular Surgery)
Benchmark source:	AAMC
Year of benchmark data:	2019-2020
Benchmark data number of incumbents:	68
Benchmark data number of institutions:	Not specified

Yoannis Imbert-Fernandez, PhD, Assistant Professor (Probationary) of Medicine; additional appointment as the Brown-Forman Chair in Cancer Research, August 1, 2021 through July 31, 2026.

Notable Accomplishments:

Dr. Imbert-Fernandez is a sponsored Associate Member of the Brown Cancer Center. Since her appointment as an Assistant Professor in 2015, Dr. Imbert-Fernandez established a federally funded independent cancer research program that aims to elucidate genetic and metabolic mechanisms underlying resistance to targeted therapies. Importantly, she has pursued both internal and external funding opportunities with success and was recently awarded a MERIT Award (R37 CA234002) from the NIH National Cancer Institute which provides up to seven years of support to early-stage investigators.

Selection Process:

Dr. Imbert-Fernandez completed both a PhD and a post-doctoral fellowship at the University of Louisville. Although she is relatively early in her career her success to date demonstrates that she will continue her trajectory through innovative breast cancer research in her role as the Brown-Forman Chair in Cancer Research.

Salary Data:

Current Base Salary: \$ 66,912
Current Supplement: \$ 33,456
Total Compensation: \$100,368

Proposed Base Salary: \$ 66,912
Proposed Supplement: \$ 33,456
Proposed Supplement: \$ 10,000
Proposed Total Salary: \$110,368

Budget Impact: \$ 10,000

Median benchmark comparison: \$100,000.00
Benchmark position title: Assistant Professor of Medicine
Benchmark source: AAMC PhD Faculty Salary - Hematology/Oncology
Year of benchmark data: 2019-2020
Benchmark data number of incumbents: 136
Benchmark data number of institutions: Not specified

Sucheta Telang, MBBS, Associate Professor (Term) of Medicine and Pediatrics; additional appointment as Brinkley Chair in Lung Cancer Research, August 1, 2021 through July 31, 2026.

Notable Accomplishments:

Dr. Telang is a member of the Brown Cancer Center; her highly innovative and translational work has led to seven awarded US patents, and several patents under review for novel cancer therapies. Her studies have been supported by significant extramural funding (>\$2.5 million) from the National Cancer Institute, the American Cancer Society, the NIH REACH Program, and the Kentucky Lung Cancer Research Program. Dr. Telang has published 45 papers and serves as an ad-hoc reviewer for over 18 journals, NIH and Congressionally Directed Medical Research Program study sections, the National Science Foundation and several international funding agencies including the Medical Research Council, United Kingdom. She has received multiple awards for her research including the Young Faculty Award from the American Federation of Medical Research and the Kentucky Derby Julep Ball Scientist of the Year Award and has been elected to membership in the Society for Pediatric Research.

Selection Process:

Dr. Telang is a dedicated and thoughtful physician-scientist who has made major discoveries related to the metabolism of lung cancer cells that have already impacted patients.

Salary Data:

Current Base Salary:	\$ 77,148
Current Supplement:	\$ 38,574
Current Supplement:	\$ 69,632
Total Compensation:	\$185,354

Proposed Base Salary:	\$ 77,148
Proposed Supplement:	\$ 38,574
Proposed Supplement:	\$ 69,632
Proposed Supplement:	\$ 10,000
Proposed Total Salary:	\$195,354

Budget Impact:	\$ 10,000
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Median benchmark comparison:	\$148,000.00
Benchmark position title:	Associate Professor of Medicine
Benchmark source:	AAMC PhD Faculty Salary - Hematology/Oncology
Year of benchmark data:	2019-2020
Benchmark data number of incumbents:	68
Benchmark data number of institutions:	Not specified

NOTE: Dr. Telang's salary is over the benchmark due to her joint appointment as an Associate Professor of Pediatrics. Her clinical service in Pediatrics Neonatology makes her position unique. The neonatology benchmark data has a median of \$296,000 which makes her compensation well justified given her role as a practicing clinician.

Kavitha Yaddanapudi, PhD, Associate Professor (Term) of Surgery; additional appointment as the Henry Vogt Chair in Immuno-Oncology, August 1, 2021 through July 31, 2026.

Notable Accomplishments:

Dr. Yaddanapudi is a key Project Leader on the University of Louisville's Center for Biomedical Research at the Center for Cancer Immunology and Immunotherapy. Results from her innovative research have allowed her to file three patent applications, secure 24 grants (>\$2M) to support her research, including 10 extramural grants (NIH, DOD, Foundation funds), 6 intramural grants as Principal Investigator and 8 extramural grants as Co-Investigator. Currently, an astounding 100% of her research effort is covered through grant funding. Dr. Yaddanapudi has published 36 peer-reviewed articles and 1 book chapter and is currently an editorial board member for Frontiers in Genetics and Oncology Journal and an ad hoc reviewer for 12 international journals. Since 2020, Dr. Yaddanapudi has served as an elected member of the internal grant review committee at the School of Medicine and her research lab continues to contribute to the education and success of several graduate, post-graduate, and clinical fellows at UofL.

Selection Process:

Dr. Yaddanapudi is an incredibly talented cancer investigator who has raised the national profile of the University of Louisville through her laboratory research and in particular her many breakthroughs in the exciting and impactful field of immuno-oncology. She is well qualified to meet the expectations of the gift agreement in her role as Henry Vogt Chair in Immuno-Oncology at the Brown Cancer Center.

Salary Data:

Current Base Salary:	\$ 44,533
Current Supplement:	\$ 79,467
Total Compensation:	\$124,000

Proposed Base Salary:	\$ 44,533
Proposed Supplement:	\$ 79,467
Proposed Supplement:	\$ 10,000
Proposed Total Salary:	\$134,000

Budget Impact:	\$ 10,000
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Median benchmark comparison:	\$127,000.00
Benchmark position title:	Associate Professor of Surgery
Benchmark source:	AAMC PhD Faculty Salary – Surgical Oncology
Year of benchmark data:	2019-2020
Benchmark data number of incumbents:	8
Benchmark data number of institutions:	Not specified

Nursing

Holly Wei, PhD, University of North Carolina at Chapel Hill; appointment as Professor (Tenured) of Nursing and additional appointment as Assistant Dean of the PhD Program, July 1, 2021.

Notable Accomplishments:

Dr. Wei is an accomplished researcher and teacher with over 40 peer-reviewed publications and almost 500 citations since 2015. She has applied and received grants and scholarships every year that she's been at her current position. Dr. Wei teaches MSN, DNP, and PhD students and has mentored and co-authored with 30 students since 2018.

Selection Process:

Position was originally posted as Director of PhD program and received only four applicants over the several months the position was posted. Only one of the four applicants was qualified, but unfortunately his current university made him a counteroffer that UofL could not match. The decision was made to re-post the position as Assistant Dean of the PhD program in keeping with the recent decision to name all Nursing program directors Assistant Dean positions. After re-posting for several months, we received two applications. Of the two, Dr. Wei was deemed the most qualified for this position.

Salary Data:

Incumbent Base Salary:	\$136,246
Incumbent Supplement:	\$ 6,000 (Administrative)
Incumbent Total:	\$142,246

Proposed Base Salary:	\$132,000
Proposed Supplement:	\$ 18,500 (Administrative)
Proposed Total Salary:	\$150,500

Budget Impact:	\$ 8,254
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Median benchmark comparison:	131,429 (Base)
Benchmark position title:	Professor
Benchmark source:	AACN salary survey
Year of benchmark data:	2019-20
Benchmark data number of incumbents:	265
Benchmark data number of institutions:	910

NOTE: Supplement amount brings total compensation to \$150,000, which is the AACN mean for 12-month Professor.

Social Work

Karlynn BrintzenhofeSzoc, PhD, The Catholic University of America; appointment as Professor (Tenured) of Social Work and additional appointment as the Dr. Renato LaRocca Endowed Chair of Oncology Social Work, August 1, 2021.

Notable Accomplishments:

Dr. BrintzenhofeSzoc had done extensive research and has multiple funded projects in oncology. She currently serves as Chair of the Aging Education Initiative at the University of Cincinnati, supported by the James Gruber Endowed Fund for Aging Education.

Selection Process:

Position posted. Search Committee formed. Candidates interviewed.

Salary Data:

Incumbent Base Salary: \$116,975
Incumbent Supplement: \$ 27,633
Incumbent Total: \$144,608

Proposed Base Salary: \$130,000
Proposed Supplement: \$ 12,000
Proposed Total Salary: \$142,000

Budget Impact: \$ 2,608 savings

Median benchmark comparison: \$128,127
Benchmark position title: Professor
Benchmark source: Oklahoma State University Salary Survey
Year of benchmark data: 2016-2017
Benchmark data number of incumbents: 244
Benchmark data number of institutions: 52

COMMITTEE ACTION:

Passed X
Did Not Pass _____
Other _____

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Signature on file _____
Assistant Secretary

BOARD ACTION:

Passed X
Did Not Pass _____
Other _____

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Signature on file _____
Assistant Secretary