

(year of term expiration in parentheses where applicable)

Continuing University committees organized by the means of creation:

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 - Lease Committee
 - Trustees – Faculty
 - Trustees – Staff
 - University Cemetery Committee
- II. Personnel Procedures
 - Hearings Committee
- III. by action of the Joint Faculties
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 - Committee on Committees
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 - Library / Information Technology Services Committee
 - Research Grants Committee
 - University Lectures Committee
- IV. by action of the College Faculty
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 - Appointments Committee (College Faculty administrative)
 - College Standards Committee (College Faculty standing)
 - Coordinating Committee (College Faculty standing)
 - Curriculum and Academic Policy Committee (College Faculty standing)
 - Leaves Committee (College Faculty administrative)
 - Nominating Committee (College Faculty standing)
 - Promotion and Tenure Committee (College Faculty administrative)
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- V. by action of the School of Theology Faculty
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 - Committee for Diversity and Reconciliation (School of Theology Faculty standing)
 - Curriculum and Program Committee (School of Theology Faculty standing)
 - Lectures and External Affairs Committee (School of Theology Faculty standing)
- VI. Other, including by action of the administration
 - Advisory Committee on Athletics
 - Algernon Sydney Sullivan Award Committee
 - Benefits Committee
 - Committee on Diversity, Equity, and Inclusion
 - Dakin Fund Committee
 - Employee Relief Fund Committee

[Institutional Animal Care and Use Committee \(IACUC\)](#)
[Institutional Review Board \(human\)](#)
[Retirement Plan Committee](#)
[Staff Partnership Committee](#)
[Strategic Planning Committee](#)
[University Faculty NCAA Representative](#)

I. Committees established by Constitution or Ordinance

Joint Regent-Senate Committee on Honorary Degrees: Anna Spencer, Chair; Renia Dotson, Kai Ryan; Professor Ruth Sanchez (24), Professor Sean O'Rourke (25), Professor Mila Dragojevic (26).

In recent times it has been customary to have present, without vote, the Chancellor, the Vice-Chancellor, the Provost, Legal Counsel, the Dean of the College, and the Dean of the School of Theology. The staff liaison is Jay Fisher.

Joint Regent-Senate Committee on Honorary Degrees (6 voting members)

1. up to three Regents appointed by the Chair of the Board, one of whom shall be designated by the Chair of the Board as the Chair of the Committee
2. three members elected by the University Senate for a three-year term (staggered)

CHARGE: establish such procedures as seem appropriate to provide an opportunity for candidates for honorary degrees to be proposed to the Committee, to insure the collection of sufficient information about persons proposed for honorary degrees, and to provide adequate time for the consideration by the Senate of persons nominated by the Committee. Nominations by the Committee shall be approved by the affirmative vote of a majority of the Senate present and constituting a quorum. The affirmative vote (a) of a majority of the Regents present at a meeting and constituting a quorum or (b) a majority of all of the Regents acting by written consent without a meeting is sufficient for final approval of the award of a degree to a person nominated by this procedure.

note:- this is the usual way of approving an honorary degree; there is an alternative not involving this committee

AUTHORITY: Ordinance 19, especially Section 2

Lease Committee: Scott Wilson, Chair; Doug Williams; Mark Webb (24), William Shealy (25); Evelyn Patton (24), Ben Tarhan (25); Mishoe Brennecke (24), Elizabeth Thompson (25); Sallie Green, Secretary.

Lease Committee (9 voting members)

1. Provost, *ex officio* with vote, Chair
2. Treasurer, *ex officio* with vote, Chair in the absence of the Provost
3. two members at large appointed by the Vice Chancellor for a two-year term
4. two members elected by the Sewanee Community Council for a two-year term

5. two members elected by the Joint Faculties for a two-year term (staggered)
6. Superintendent of Leases, *ex officio with vote*, Secretary

note: #s 3, 4, 5 serve until reappointed or re-elected or a successor is named

CHARGE: all leases, easements, and other conveyances under the provisions of Ordinance 12 are subject to the approval of the Lease Committee, which shall have the authority to include such other terms and conditions as it finds to be appropriate, including but not limited to restrictions on the use of the leased premises, the improvements constructed, and the transfer of the lease. No lease shall be sold, transferred or assigned, in whole or in part, without the consent of the Lease Committee.

AUTHORITY: Ordinance 12, especially Sections 2, 3, and 8

Trustees – Faculty: Rob Bachman (2022-2025), Mishoe Brennecke (Oct. 2023-2026); Julia Gatta (2022-2025).

Faculty Trustees

1. two members nominated by the College faculty for a three-year term (staggered); all nominations must come from the floor
 - whether or not a College faculty trustee is replaced during a leave is decided on an *ad hoc* basis; in recent instances the faculty member has been replaced twice and continued to serve twice
2. one member nominated by School of Theology faculty for a three-year term

AUTHORITY: Constitution, Article II, Section 1

Trustees – Staff: Brent Tate (2026); Steve Dear (2025)

Staff Trustees

1. one full-time, exempt employee nominated by the exempt staff for a three-year term
2. one full-time, non-exempt employee nominated by the non-exempt staff for a three-year term

AUTHORITY: Constitution, Article II, Section 1

University Cemetery Committee: Gerald Smith, Chair; Peter Gray; Wayne Caldwell; Martin Knoll, Randy Tate

University Cemetery Committee

1. Chaplain, *ex officio* with vote
2. Director of Facilities Management, *ex officio* with vote
3. other members, including the Chair, as the Vice Chancellor considers to be appropriate

CHARGE: control and management of the University Cemetery

AUTHORITY: Ordinance 12, Section 12

II. Committees established by Personnel Procedures

Hearings Committee: Senator Ruth Sánchez Imizcoz (24), Chair; Associate Professor Eric Thurman (24), Senator Andrea Hatcher (25), Senator Karen Yu (25), *SOT Rob MacSwain* (25) *on sabbatical*, Stephen Miller (26), Senator Kelly Malone (26), SOT Becky Wright (26), Associate Professor Stephen Carl (27), Associate Professor Matthew Mitchell (28).

Called Hearings Committee (5 voting members) pulled from the Hearings Committee Pool

1. at least two tenured College faculty members who are Senators
2. at least two tenured College faculty members
3. one tenured School of Theology faculty member

Hearings Committee Pool (total of 10 members):

1. Eight (8) tenured members from the College
 2. Two (2) tenured members from the School of Theology
- elected to five-year terms (staggered) by the tenured and tenure-track members of the Joint Faculties
 - the Hearings Committee pool will receive Diversity, Equity, and Inclusion training their first year on the Committee and every other year after that
 - members of a Called Hearings Committee usually rotate down to the bottom of the Pool for the next Called Committee
 - may not be a member of the Promotion and Tenure Committee
 - when elected to the Hearings Committee Pool, a College faculty member may not have served on the College's Promotion and Tenure Committee for at least six years
 - no two College faculty members on a Called committee can hold an appointment in the same department or program
 - not eligible to serve consecutive terms

A committee member must recuse themselves from all promotion, tenure, and disciplinary hearings for a case under review, and be replaced from the Hearings Pool, under the following circumstances:

- 1) the member is from the same department or program as one of the complainants;
- 2) the member has, or has had, a sexual and/or romantic or familial relationship with a complainant;
- 3) the member has participated in an aspect of the complaint
- 4) the member is aware of any prejudice, pro or con, that seems likely to impair their judgment in any of the cases.

The School of the Theology member must recuse themselves in the above circumstances, except in the case of (1) above.

- the Chair of the Hearings Committee is that faculty member who has served the longest on the Committee in the current term, excluding those who may be required to recuse themselves for the reasons stated above.

In the unlikely event that Hearings Pool contains too many recusals in a specific case to constitute a Called Hearings Committee, the Provost shall appoint special members to the Committee from the appropriate faculty.

PROCEDURE: It conducts a procedural review of cases of employment termination on the basis of a negative reappointment or promotion review, or financial exigency. It also assesses the procedural execution of disciplinary cases. In all cases, the Hearings Committee adjudicates on processual conduct alone. It does not re-adjudicate the substance of a file.

CHARGE: The Hearings Committee is advisory to the Dean of the College, the Dean of the School of Theology, the Provost, the Vice-Chancellor, or the Board of Regents.; see *Personnel Procedures* for details.

AUTHORITY: Personnel Procedures for Tenured and Tenure-Track Faculty, G. The Hearings Committee Pool and Called Hearings Committee, Revised Spring 2021

III. Committees established by the Joint Faculties (all are standing committees)

Budget Priorities Committee (Joint Faculties): Elise Kikis (25) and Katie McGhee (24), Co-Chairs; Mishoe Brennecke (26), Husnain Ahmad (27), Catherine Cavagnaro (28).

Budget Priorities Committee (Joint Faculties) (5 voting members)

1. 5 faculty members, five-year term (staggered)

CHARGE: not specified beyond its title.

FACULTY HANDBOOK (Aug. 2005) DESCRIPTION: reviews the details in individual budgets. Its members meet with the Provost, Vice-President for Finance and Administration, and the budget manager for each administrative division during the process of building the annual budget. In addition to offering advice to the budget managers, the committee reviews the collective budgetary situation and recommends budget priorities for the coming year.

AUTHORITY: reactivated by Joint Faculties by mail ballot following meeting of 1985 October 9

Committee on Committees: Evan Joslin (24), Chair; Zhexiu Tu (25), Lisa Burner (26), Pepe Iriarte Diaz (26), Sid Simpson (24) *for Molly Brookfield (27) on sabbatical*.

Committee on Committees (Joint Faculties) (5 voting members)

1. 5 faculty members, five-year term (staggered)

CHARGE: beyond its title: to make nominations for all elective committee posts except this committee.

AUTHORITY: created by Joint Faculties 1973 November 16

Joint Faculties Coordinating Committee: Rob Bachman (25), Julia Gatta (25), Mishoe Brennecke (26).

JF Coordinating Committee

1. The 3 Faculty Trustees, *ex officio* (3 voting members)

CHARGE: the Committee is to discuss the Minutes received from the various standing committees and pending policy enactments or revisions received from the Provost, and then arrange for appropriate dissemination (including, but not limited to, forwarding to another Joint Faculties committee, forwarding to the full Joint Faculties for its information and consideration, or requesting that a Joint Faculties committee offer a report at the next meeting of the Joint Faculties); and to recommend to the Joint Faculties changes in its committee structure (including

changing the responsibilities and/or composition of committees, and consolidation or abolition of committees). The Chair of the Committee, in consultation with the Committee, will work with the Provost to develop the agenda for each Joint Faculties meeting; will provide for a record of Committee deliberations; and will be responsible for facilitating the flow of information to and from its committees, and to and from the Joint Faculties.

AUTHORITY: created by the Joint Faculties 2020 October 12

Library / Information Technology Services Committee: Kate Cammack (24), Chair; Terri Fisher (25), Arturo Márquez-Gómez (26), Kartik Misra (27), Melody Lehn (28); Kevin Reynolds; Romulus Stefanut; Kylea Michael (24, SS), Charlotte Walthall (25, SS); Patricia Dover (24); Russell Green, *ex officio* without vote.

Library / Information Technology Services Committee (10 voting members)

1. 5 faculty members, five-year term (staggered); in transition, the former members of both committees will complete their elected terms
2. University Librarian / Associate Provost for Information Technology, *ex officio* with vote
3. St. Luke's Librarian, *ex officio* with vote added Nov. 1973
4. 2 students elected by the Joint Faculties for a two-year term, upon nomination of the Student Senate (staggered) added May 1977; nominating body changed May 2010
5. a library staff member who is also a member of the Joint Faculties, two-year term, elected in the usual fashion by the Joint Faculties added April 1994
6. the bookstore manager, *ex officio* without vote added May 1995

FACULTY HANDBOOK (Feb. 1996) DESCRIPTION: an advisory committee to the University Librarian. It monitors the operations of the library on behalf of the faculty and students, and makes recommendations to the University Librarian and to the administration and faculty of the University. Advises the Associate Provost for Information Technology Services on all matters concerning the use of computers in the various academic programs of the University.

AUTHORITY: combination of the former Academic Computing Advisory and Library Committees by Joint Faculties 2008 May 7

Research Grants Committee: Kerry Ginger (26), Chair; Misha Rai (24), Sid Brown (25) Matt Schrader (28); Hilary Bogert-Winkler (SOT 27); Pollyanne Frantz.

Research Grants Committee (5 voting members)

1. 4 College faculty members, five-year term (staggered)
2. 1 School of Theology faculty member, five-year term
3. Sponsored Research Officer, *ex officio* without vote added September 2017

CHARGE: to review and evaluate faculty internal requests for funds for study and research. The committee will, as needed, review and rank proposals for limited submission external grant competitions.

FACULTY HANDBOOK (Feb. 1996) DESCRIPTION: to review and evaluate faculty requests for funds for study and research.

AUTHORITY: reorganized as an elected committee by Joint Faculties 1977 May 28, composition modified 2017 September 11.

University Lectures Committee: Matthew Schrader (26), Chair; Elyzabeth Wilder (24), James Tengtanga (25), Kati Curts (27), Yanbing Tan (28); Harrison Best (24, SS), Henry Kovan (25, SS) Sara Miller Schulte (25, St. Luke's); Erica Howard.

University Lectures Committee (8 voting members)

1. 5 faculty members, five-year term (staggered)
2. 3 students elected by the Joint Faculties for a two-year term, two upon nomination of the Student Senate (staggered), and one nominated by the Student Executive Committee of the Saint Luke's Community added fall 1992; College nominating body changed May 2010
3. a Dean of Students, *ex officio* without vote added May 2009

CHARGE: not specified beyond its title.

FACULTY HANDBOOK (Feb. 1996) DESCRIPTION: invites distinguished speakers to lecture in Sewanee.

AUTHORITY: reorganized as an elected committee by Joint Faculties 1973 November 16

IV. Committees established by the College Faculty

Admission and Merit Scholarships Committee (College Faculty standing): Deon Miles, Chair; Brad Sturgill (24), Daniel Holmes (24), *Kelly Malone (25) on sabbatical*, Lucia Garcia Santana (26), Jessica Wohl (27); CeCe Yarbrough (24, SS), Jack Slade (25, SS); Erica Howard; Alan Ramirez.

It is the custom of the Committee to have the Associate Dean of Admission for Financial Aid present when discussing merit scholarships.

Admission and Merit Scholarships Committee (10 voting members)

1. Associate Dean of the College, *ex officio* with vote, Chair
2. 5 College faculty members, four-year term (staggered)
 - non-tenured faculty who have completed their degrees are eligible to serve after their fourth-year review
3. 2 students elected by the Faculty for a two-year term, upon nomination of the Student Senate (staggered) nominating body changed May 2010
4. Dean of Students, *ex officio* with vote
5. Dean of Admission, *ex officio* with vote

CHARGE: to advise on policy in the admission of students and serve as the selection committee for the highest level of merit scholarships; to make recommendations to the faculty for modifications of policy governing admissions; to evaluate and advise on student applications as designated by the Dean of Admission and Financial Aid.

AUTHORITY: restructured by Faculty 1998 April 29, effective with academic 1999-2000; charge and Chair modified 2007 Feb. 7; charge modified 2015 April 10; charge modified 2023 May 3

Appointments Committee (College Faculty administrative): Elise Kikis (25), Chair; Chris Conn (24), Jim Crawford (26), Lily Thompson (27), Kelly Whitmer (28); Katherine Theyson.

Appointments Committee (5 voting members)

1. 5 College faculty members, five-year term (staggered)
2. Representative from the Dean of the College's Office, *ex officio without vote*

CHARGE: to consider requests for appointments to the faculty (including the creation of new faculty lines and continuation of faculty lines held by departing faculty) and to advise the Dean of the College on matters of appointments to the faculty. Appoints one of its members to serve as a liaison to each tenure-track faculty search and other faculty searches as the committee warrants.

AUTHORITY: created by Faculty 2007 February 7; temporary expansion slot added 2014 April 2 and ending 2019; composition and charge modified 2015 April 10

College Standards Committee (College Faculty standing): Alex Bruce, Chair; Kathryn Mills (24), Yanbing Tan (*for Anne Duffee on maternity leave* (25) (24), Max Dahlquist (26), Derek Eddensohn (27); *Ex officio* without vote: Beth Amundson, Erica Howard, Beth Cragar.

College Standards Committee (5 voting members)

1. An Associate Dean of the College, *ex officio* with vote, Chair
2. 4 College faculty members, four-year term (staggered)
3. Registrar, *ex officio* without vote
4. A representative of the Dean of Students' office, *ex officio* without vote
5. Director of Financial Aid, *ex officio* without vote

CHARGE: to administer the academic regulations of the College, and to rule on questions of minor irregularity that arise in individual instances; to handle all grade appeals by students; to rule on a case-by-case basis on appeals for financial aid that relate to "satisfactory academic progress"; to recommend to the Vice-Chancellor and to the faculty modifications of academic policy governing student aid. All legislation affecting requirements for the Bachelor's degree must be routinely referred to the College Standards Committee before being presents to the faculty for formal action.

AUTHORITY: created by Faculty 2007 February 7; composition modified 2015 April 10; charge revised February 2016; charge revised 2023 May 3

Coordinating Committee (College Faculty standing): Tam Parker (24), Chair; Aaron Elrod (25), Kelly Malone (26), Bethel Seballos (27).

Coordinating Committee (College) (4 voting members)

1. 4 College faculty members, four-year term (staggered)

CHARGE: the Committee is to discuss the Minutes received from the various standing committees and pending policy enactments or revisions received from the Dean of the College, and then arrange for appropriate dissemination (including, but not limited to, forwarding to another Faculty committee, forwarding to the full College Faculty for its information and consideration, or requesting that a Faculty committee offer a report at the next meeting of the College Faculty); and to recommend to the College Faculty changes in faculty committee

structure (including changing the responsibilities and/or composition of committees, and consolidation or abolition of committees). In consultation with the Faculty, the Provost, the Dean and the Chair of the AAUP Chapter will select a Delegation of the Faculty to address the Regents on matters of mutual interest. The Chair of the Committee, in consultation with the Committee, will work with the Dean of the College to develop the agenda for each College Faculty meeting; will provide for a record of Committee deliberations; and will be responsible for facilitating the flow of information to and from faculty committees, and to and from the College Faculty.

AUTHORITY: created by Faculty 2006 April 5; Charge modified 2007 February 7 and 2007 April 4 and 2015 April 10 and 2018 November 16

Curriculum and Academic Policy Committee (College Faculty standing): Rob Bachman (27), Chair; David Colbert-Goicoa (24), Keri Watson (25), Julian Ledford (26), Eric Thurman (26), Jeff Thompson (27); Kylea Michael (24, SS), Tanner Gray (25, SS); Alex Bruce; Beth Amundson.

Curriculum and Academic Policy Committee (8 voting members)

1. 6 College faculty members, four-year term (staggered) (4 tenured, 2 non-tenured)
2. 2 students elected by the Faculty for a two-year term, upon nomination of the Student Senate (staggered) added Feb. 1970; nominating body changed May 2010
3. Representative from the Dean of the College's Office, *ex officio* without vote
4. University Registrar, *ex officio* without vote added Oct 2013

CHARGE: to initiate or to consider proposals for modifications of curriculum requirements; to make recommendations to the Faculty in such matters; responsibility for the academic life of the college in areas not covered by any other committee.

AUTHORITY: created by Faculty 1954 May 4; length of faculty term reduced 2007 Feb. 7; composition and charge modified 2015 April 10

Leaves Committee (College Faculty administrative): Helen Bateman (24), Chair; Stephanie McCarter (25), Leslie Todd (26), Doug Drinen (27), Melody Lehn (28).

Leaves Committee (College) (5 voting members)

1. 5 College faculty members, five-year term (staggered). (At least three members must be tenured. Chair must be tenured).

CHARGE: to advise the Dean of the College on applications for leave. To consider and to advise the Dean of the College on other matters related to leaves.

AUTHORITY: created by Faculty 2016 September 23.

Nominating Committee (College Faculty standing): Ruth Sánchez Imizcoz (24), Lhakpa Sherpa (25), Sarah Hamilton (26).

Nominating Committee (College) (3 voting members)

1. 3 College faculty members, three-year term (staggered)

CHARGE: to nominate from the College Faculty new members of standing College committees and call for nominations from the floor of a College Faculty Meeting when desired

or needed (for all terms that have expired or ended early); and to evaluate and propose a limited* list of possible appointees for task forces and working groups.

AUTHORITY: created by Faculty 1953 October 6; name and charge revised 2007 February 7; charge revised 2018 November 16.

*The qualifying “limited” is to provide some constraints to discretionary power. For interpretive purposes, this means “if there are two slots open, the committee evaluates and proposes a slate of two.”

Promotion and Tenure Committee (College Faculty administrative): Kirk Zigler (25), Chair; Courtney World (24), Nicholas Roberts (26), Ross MacDonald (27), Alison Miller (28).

Promotion and Tenure Committee (5 voting members)

1. 5 tenured College faculty members, no two from the same department, five-year term (staggered)
 - at least two members must hold the rank of full professor
 - required full-year leave from Committee during the year in which up for promotion
 - required full-year leave from Committee during year in which immediate family member (spouse, child, parent, sibling) up for promotion or tenure

CHARGE: the Dean is expected to consult this committee each year for advice on matters of promotion & tenure.

AUTHORITY: created by Faculty 1954 May 4; charge modified 2015 April 10; composition modified 2018 November 16.

School of Letters Committee (College Faculty standing): Justin Taylor, Chair; Ross MacDonald (26), Misha Rai (27); Alex Bruce; Nickole Brown; Matthew Irvin.

School of Letters Committee (6 voting members)

1. Director of the School of Letters, *ex officio* with vote, Chair
2. 2 College faculty members, four-year term (staggered)
3. Associate Dean of the College, *ex officio* with vote
4. Current member of the School of Letters faculty to be appointed by the Director, *ex officio* with vote
5. Chair of the English Department, *ex officio* with vote

CHARGE: to administer faculty policy in the admission of students and to act on student applications not delegated to the Director of the School for administrative action; to initiate or to consider proposals for modifications of curriculum requirements (including the offering of new courses) and to make recommendations to the College Faculty in such matters; to administer the academic law of the School, and to rule on questions of minor irregularity that arise in individual instances; to endorse candidates for degrees to the College Faculty for their recommendation to the Senate.

AUTHORITY: established by Faculty 2005 February 2 with modifications and charge 2005 March 2; membership change on 2023 October 27.

V. Committees established by School of Theology Faculty

Admissions Committee (School of Theology Faculty **standing**): Walker Adams, Chair; Meghan Mazur, Deborah Jackson, Connie Patton, Andrew Thompson, Rebecca Wright, James Tengtenga.

Admissions Committee

1. Director of Recruitment and Admissions, Chair
2. Associate Dean for Community Life
3. Admissions Counselor, *ex officio*
4. At least 4 faculty members appointed by the Dean in consultation with the Faculty
5. Director of Operations, *ex officio*

CHARGE interviews all applicants to the School of Theology and makes recommendations to the Dean regarding the admission of each candidate, except D. Min. and S.T. M. candidates. The committee also recommends policy concerning admission procedures with regard to M.Div., M.A., and S.T.M. candidates.

Committee for Diversity and Reconciliation (School of Theology Faculty **standing**): Deborah Jackson, Chair; Leigh Preston, David Stark, Karen Meridith, Student Reps, Consultants TBD.

Committee for Diversity and Reconciliation

1. Assistant Dean for Community Life, Chair
2. Faculty members appointed by the Dean
3. Students appointed by the Dean
4. Consultants invited by the Dean

CHARGE: to deepen the education of this community concerning the sin of racism and ethnic exclusion, in the context of God's creation and reconciliation of humankind; to develop and implement ways to foster a change of mind and heart in and beyond this community, including change in structures and culture; to propose concrete ways to widen the participation of under-represented peoples in this community, so that it may be a more adequate sign and instrument of God's reign. Student convener serves *ex officio* on the Student Executive Committee

Curriculum and Program Committee (School of Theology Faculty **standing**): Hannah Matis, Chair; Andrew Thompson, Paul Holloway, Julia Gatta, *Rob MacSwain (on sabbatical)*, AJ Boots (Senior), Ryan Lockwood (Middler), Adelle Dennis (Junior).

Curriculum and Program Committee

1. Associate Dean for Academic Affairs, *ex officio*, Chair
2. At least three faculty members appointed by the Dean and the Associate Dean for Academic Affairs
3. One student each from the Junior, Middler, and Senior classes appointed by the Dean and the Associate Dean for Academic Affairs. Students serve on the committee for the entire time they are in an academic program at the School of Theology.

CHARGE: handles all academic policy issues, except those that apply to the Advanced Degrees Program and the programs of the Programs Center, in accordance with the Purpose Statement of the School of Theology. The committee passes its recommendations to the Faculty of the School of Theology for final action. When the School of Theology is not in session, the Associate Dean for Academic Affairs may act in lieu of the whole Committee, subject to conferring with the Committee at its next regular meeting. The academic policy of the School of Theology is determined and formulated by the Dean, the Associate Dean for Academic Affairs, the Faculty, and the Curriculum and Program Committee, subject to review and revision by the University Senate, the Provost, the Vice Chancellor, and the Board of Regents.

Lectures and External Affairs Committee (School of Theology Faculty **standing**): *Rob MacSwain (on sabbatical)*, Chair; Julia Gatta, Interim Chair; James Tengtenga, Hannah Matis, Sarah Limbaugh, ex officio; Vicki Borchers, ex officio; Student TBD.

Lectures and External Affairs Committee

1. Faculty members appointed by the Dean in consultation with the Faculty
2. Staff and/or students appointed by the Dean

CHARGE: oversees policies regarding visiting lecturers and convocations, the Fellows-in-Residence, Bishops-in-Residence, and Scholars-in-Residence programs, conferences on ministry, and inter-institutional concerns. It is also responsible for developing the program of lecturers/speakers for the annual DuBose Lecture series. The committee works closely with the DuBose Lectures Administration Committee to publicize the lectures, print the brochures and implement the logistics of the event.

VI. Other Committees, including those established by the administration

Advisory Committee on Athletics: Evan Joslin, Chair; Rob Pearigen; Scott Wilson; Betsy Sandlin; Erica Howard; John Shackelford, Secretary; Carrie Austin; Michele Dombrowski; Jennifer Matthews (27), Chris Shelley (27); Carolyn Reid (24, female, SS), Aidan Goulding (24, male, SS); Susan Askew (24).

University Advisory Committee on Athletics (6 voting members)

1. Faculty Athletics Representative, Chair
2. Vice-Chancellor, *ex officio* without vote
3. Provost, *ex officio* without vote
4. Dean of the College, *ex officio* without vote
5. Dean of Students, *ex officio* without vote
6. Director of Athletics, *ex officio* without vote, Secretary
7. Assistant Director of Athletics, *ex officio* without vote
8. Senior Woman Administrator in the Department of Athletics, *ex officio* without vote
9. Two College faculty, elected to four-year terms
10. Two College students, one male and one female, elected annually by the Student Senate
11. One alumna, elected annually by the Associated Alumni at its regular annual meeting

note: vacancies are to be filled only by the Advisory Committee on Athletics itself, who shall elect a successor for the academic year from the group in which the vacancy occurred

CHARGE: advise the Vice Chancellor with respect to such matters as the general effectiveness of our athletic program and its personnel; advise the Vice Chancellor, the Dean of Admission and the Athletic Director on strategies for recruiting well-prepared student athletes and their integration into the student body; receive and review team grade averages received by athletes, monitor their retention/graduation rates, and ascertain that they do not significantly deviate from the college average; recognize any team that has outstanding grades.

Subject to the approval of the Vice Chancellor, the Committee shall designate specific competitive sports as either varsity or club sports. The Committee is responsible for periodically reviewing the state of the athletic department's intramural sports program. Absence from classes for intercollegiate competition in sports, other than those sports so designated by the Committee, shall not be excused by the office of the Dean of Students. At the first meeting of each fall semester the Committee shall receive a report from the Director of Athletics on the general state of athletics at the University of the South. The Vice Chancellor shall give consideration to any and all advice of the Committee in making decisions and when tending his recommendations on athletics to the Board of Regents when he is required so to do.

AUTHORITY: Originally established by Ordinance, now by the Vice Chancellor; name and composition changed 2015 May 14

Algernon Sydney Sullivan Award Committee: Erica Howard, Chair; Robin Hille Michaels, Kyle Gallagher, Kim Heitzenrater; Husnain Ahmad (25), Lucia Garcia-Santana (26), Mishoe Brennecke (26); Hayden Verble (24), Alexis Miniat (24), Victoria Quintero (24), Lily Mobley (24).

Algernon Sydney Sullivan Award Committee

1. Dean of Students, *ex officio* with vote, Chair
2. Three staff members representing student-facing offices appointed by the Chair of the Committee in collaboration with the Vice-Chancellor's office.
3. Three College faculty members from three different areas to serve for three years (staggered).
4. Four students (two sophomores and two juniors) elected by the Student Government Association.

CHARGE: This committee will select from the applications received the winner(s) of the Algernon Sydney Sullivan Award, the winner(s) of the Clarence Day Community Service Award, and the winner(s) of the Davis Family Scholarship for Leadership and Community Service.

AUTHORITY: restructured by the Vice-Chancellor March 2023; effective beginning with academic year 2023-24.

Benefits Committee: Chris Champion, Chair; Tracie Sherrill (24), Michele Heusohn (25); Carrie McClain (24), TBD (25), TBD (26); Chris Van de Ven (24); Alessia Martini (24), Arturo Márquez-Gómez (26), Husnain Ahmad (26); Hilary Bogert-Winkler (24); Laurence Alvarez (25); Brian Evans, *ex officio* without vote.

Benefits Committee (12 voting members)

1. Benefits Administrator (in Human Resources), *ex officio* with vote, Chair
2. Two exempt staff members appointed for a three-year term.
3. Three non-exempt staff members appointed for a three-year term.
4. One administrator or staff member who also teaches.
5. Three College faculty members, three-year term elected by the College Faculty.
6. One School of Theology faculty member, three-year term, elected by the School of Theology faculty.
7. One *emeritus* faculty member, appointed for a three-year term. Initially to serve until June 2012.
8. Assistant Vice President for Human Resources, *ex officio* without vote

APPOINTED: Human Resources, in consultation with the Provost, will appoint the exempt and non-exempt staff members, the administrator or staff who also teaches, and the emeritus faculty member. In considering appointments, Human Resources should include to the extent possible persons with a variety of benefit needs, such as singles, single parents, younger and older employees. Before appointing exempt or non-exempt staff, Human Resources should consult members of the Employees' Advisory Committee who fall into the same category. Members may be re-appointed or re-elected.

CHARGE: To advise the administration on matters relating to all faculty and staff benefits. To convene regularly, at the call of the Chair or upon the request of any three members to the chair. To conduct substantive discussions about faculty and staff benefits and any proposed changes thereto. To seek, consider, and represent the opinions and interests of faculty and staff in the Committee's deliberations and in its advice to the administration. To inform faculty and staff, through their respective representatives on the Committee, of all conditions or proposals that may affect faculty and staff benefits. As circumstances require, but no less often than once per academic year, the Director of Human Resources, as an *ex-officio* member of the Committee, will report on the status of faculty and staff benefits in meetings of the Joint Faculties and of the staff.

AUTHORITY: reconstituted by the Provost November 2010; probably originated in the early 1970s when Professor of Political Science Gil Gilchrist joined the Treasurer in advising the Personnel Director on these matters; at various times in the 1980s and 1990s it was expanded to include faculty, exempt staff, and non-exempt staff.

Committee on Diversity, Equity, and Inclusion: Sibby Anderson-Thompkins, Chair; David Stark (SoT) (24), Jim Crawford (25), Mila Dragojevic (26); Matt Brown, Rachel Fredericks, Peter Gray, Sylvia Gray, Nicky Hamilton, Deborah Jackson, Betsy Sandlin, Lisa Stephenson, Jessica Welch; Mc Noriel Baldonado (SS, 24), Moses Vincent (SS, 25), Erin Richardson Severin (T'25).

Committee on Diversity, Equity, and Inclusion

1. Vice Provost for Diversity, Equity, and Inclusion, Chair
2. 3 Faculty elected from the Joint Faculties (2 College, 1 School of Theology) for three-year terms (staggered).
3. Administrator and staff appointees by the Provost.

4. 3 students elected for 2-year terms, two upon nomination by the Student Senate (staggered terms), and one nominated by the Student Executive Committee of the Saint Luke's Community.

CHARGE: The Committee on Diversity, Equity, and Inclusion serves as the advisory and recommending body to the Vice-Provost for Diversity, Equity, and Inclusion/Chief Diversity Officer. The CDEI works closely with the Vice-Provost to develop, implement, and monitor Sewanee's diversity, equity, and inclusion strategic plan, and to support the University's efforts to cultivate and inclusive community; one that provides opportunity for all and that deeply values the worth and contributions of each member in order to achieve social cohesion.

AUTHORITY: created by Provost as Committee on Diversity, Inclusion and Cohesion; name changed in 2019; third student added in 2020; Provost removed, Vice-Provost added and charge updated 2021.

Dakin Fund Committee (Walter E. Dakin Memorial Fund Advisory Committee): Leah Stewart, Chair; Gwen Kirby; Kevin Wilson; Jim Crawford; Eric Smith; April Alvarez; Roger Levine (24), Aymeric Glacet (25).

Dakin Fund Committee (8 voting members)

1. Administrator of the Walter E. Dakin Fund, *ex officio* with vote, Chair
2. Representative of the Sewanee Writers' Conference, generally the person who manages their budget
3. Representative from the Creative Writing Faculty
4. Representative from the Theatre Department, generally the Chair
5. Representative from the *Sewanee Review*, generally the person who manages their budget
6. Representative from the School of Letters, generally the person who manages their budget
7. Two representatives elected from the College Faculty, five-year terms, staggered

CHARGE: to advise the Administrator of the Walter E. Dakin Memorial Fund on use of funds to advance the general purposes of the fund in support of the University's creative writing endeavors, ensuring adequate growth of the fund balanced by expenditure. The committee will be provided annually with a report from the Administrator outlining spending and growth of the fund to support its deliberations.

AUTHORITY: created by Provost in February 2020

Employee Relief Fund Committee: Chris Champion, Chair; Christy Hodges (24), Jessica Shinn (24); Robert Black (24); Pepe Iriarte-Diaz (24)

Employees Relief Fund Committee (5 members)

1. member of Human Resources, appointed by the Director of Human Resources, *ex-officio* with vote, Chair
2. 2 non-exempt staff members appointed for a three-year term
3. 1 exempt staff member appointed for a three-year term
4. 1 faculty members elected by the Joint Faculties for a three-year term

APPOINTED: Human Resources, in consultation with the Provost, will appoint the exempt and non-exempt staff members.

CHARGE: to oversee the administration of the University's Employee Relief Assistance Fund, distributing funds in accordance with the Fund's purpose.

AUTHORITY: created by Treasurer in August 2021

Institutional Animal Care and Use Committee (IACUC): Matthew Schrader, Chair; Richard Summers, Katharine Cammack; George Bowers, D.V.M.; Kinsey Ercole.
Alternate faculty members: Karen Yu

IACUC (5 members)

1. 3 faculty (with alternate members, who serve at the call of the Chair)
2. 1 veterinarian
3. 1 "outside" member, with no formal ties to the University

CHARGE: to approve research protocols involving the collection of data from animal subjects in terms of ethical and legal considerations; to inspect the research animal housing facilities. The work of IACUC is supervised by a regional U.S. Department of Agriculture veterinarian (Animal and Plant Health Inspection Service, Animal Care).

AUTHORITY: created by Provost in April 1995

Institutional Review Board (human): Ron Pondgee (Chemistry), Chair, *Al Bardi (Psychology) spring '24-fall '25 sabbatical*, Katy Morgan (Psychology), Keri Watson (Environmental Studies); Daniel Holmes (Classics), *Kartik Misra (Economics) spring sabbatical*, Andrew Moser (Philosophy), Emily Britt (Staff); Tracy Terry (SAS Faculty).

Institutional Review Board (human) (5 members, plus the Chair; quorum is 4, provided one from each group is present; alternate members may be identified)

1. at least one faculty member whose area is primarily scientific
2. at least one faculty member whose area is primarily not scientific
3. 1 "outside" member, with no formal ties to the University

CHARGE: to educate the University community concerning the appropriate treatment of humans in research; to evaluate research protocols involving the collection of data from human subjects in terms of ethical considerations – using locally developed procedures based on the guidelines of the Office for Protection from Research Risks (National Institutes of Health) adopted by 16 federal government departments and agencies. Approval of the research protocol by IRB must occur prior to any collection of data from humans.

AUTHORITY: created by Provost in May 2002; composition revised July 2021

Retirement Plan Committee: Doug Williams, Chair; Scott Wilson; Brian Evans; David Shipps; Huarui Jing (24), Rich Summers (26); Rob Pierce (25).

Retirement Plan Committee (7 voting members)

1. Treasurer, *ex officio* with vote, Chair
2. Provost, *ex officio* with vote

3. Assistant Vice President for Human Resources, *ex officio* with vote
4. Vice President for Economic Development, *ex officio* with vote
5. 2 Tenured Faculty members appointed by the Provost for three-year terms (staggered)
6. 1 Non-Faculty Staff member appointed by Provost for a three-year term

CHARGE: to oversee the investment portfolio under the guidance of an Investment Advisor and to oversee other service providers to the Retirement Plan and the Emeriti Retiree Health Plan. The Retirement Plan Committee also has general responsibility for the administration and oversight of the named plans above.

AUTHORITY: created by Provost in December 2017

Staff Partnership Council: Walker Adams, Chair; Faith Vaughn, Carrie McClain, Jesse Bornemann, John Whaling, Jane Hawkins, Brian Emerson, Susan Mason, Shannon Knight, Sarah Richey, Shelley MacLaren, Gina Wright, Melissa Burnette, Michael Gipson, JJ Joralemon, Cari Reynolds, Chrissy Gates, Marcus Murphy, Javaria Ikhlaiq, Bobbie Ashley, Dustin Fisher, Julia Stubblebine, Michelle Andrews, Donald Abels, Anrae Hall-Finney, CJ Wilkerson, Julie Nichols, Tim Garner; Brent Tate, Steve Dear; Elizabeth Wilson; Sylvia Gray; Jessica Welch.

Staff Partnership Council (30 members)

1. two volunteers from each division, one exempt and one non-exempt, who serve a three-year term
2. Staff Trustees, one exempt and one non-exempt, *ex-officio*
3. The Director of the Center for Leadership, *ex-officio*
4. Title IX Coordinator and Senior Director of EEOT, *ex-officio*
5. Director, HR Development, *ex officio*

CHARGE: to facilitate effective communication between staff members and the senior administrative staff. The Council does not have policy-making powers. As partners in the mission and life of the University, the Council seeks to foster interaction and positive communications. Staff members who wish to add items to the agenda should contact a member of the Council or the Director of Human Resources. The Council normally meets once per month, except in July and August.

Council officers and ex-officio members set the agenda. The chair oversees each meeting, and the secretary takes minutes. The Chair is responsible for posting the minutes to the SPC website. The Council coordinates the staff trustee elections every three years in alternating years. Every three years, the SPC conducts the Staff Satisfaction Survey. Beginning in the spring of 2022, the SPC became responsible for hosting Open Staff meetings.

AUTHORITY: created by Director of Human Resources in 2009, named changed from Employee Advisory Committee to Staff Partnership Council May 2022.

Strategic Planning Committee: Scott Wilson, Chair; Rob Pearigen; Kevin Reynolds; Debbie Vaughn; Betsy Sandlin; Jim Turrell; Peter Gray; David Shipps; Sibby Anderson-Thompkins; Scott Wilson; John Shackelford; Rob Bachman (June 25), Mishoe Brennecke (June 26); Julia Gatta (June 25); Kristen Paul (SOT, May 2024), Pratham Singhal (College, May 2024), Michael Edge (College, May 2025); Elise Kikis (24, Budget Priorities); *Senator Chris McDonough (24) Easter Sabbatical*; Nick Roberts (24), Alison Miller (25), Lucia Garcia-Santana (26), Martin Knoll (27); **TBD (27).**

Strategic Planning Committee (24 voting members)

1. Provost, *ex officio* with vote, Chair
2. Vice Chancellor, *ex officio* with vote
3. Associate Provost for Library and Information Technology Services, *ex officio* with vote
4. Vice President for University Relations, *ex officio* with vote
5. Vice Provost for Academic Affairs and Dean of the College, *ex officio* with vote
6. Vice Provost and Dean of the School of Theology, *ex officio* with vote
7. University Chaplain, *ex officio* with vote
8. Vice President for Economic Development and Community Relations, *ex officio* with vote
9. Vice Provost for Diversity, Equity, and Inclusion, *ex officio* with vote
10. Vice Provost for Planning and Strategic Initiatives, *ex officio* with vote
11. Director of Athletics, *ex officio* with vote
12. 2 College Faculty Trustees, *ex officio* with vote
13. School of Theology Faculty Trustee, *ex officio* with vote
14. 3 student Trustees, *ex officio* with vote—one from School of Theology, two from College
15. Representative from Budget Priorities Committee [The committee has designated its second most senior member as its representative.]
16. 1 Faculty member elected by the Senate for a four-year term
17. 4 Faculty members elected by the College for four-year terms (staggered)
18. 1 Faculty member elected by the School of Theology for a four-year term

FACULTY HANDBOOK (Aug. 2005) DESCRIPTION: advises the Vice Chancellor on all matters of strategic planning, including capital campaigns, new facilities, new degree programs, housing, and all issues that have long-term impact upon the welfare of the University and the Sewanee community. The committee is responsible for developing long-range plans with budget projections that demonstrate that sufficient resources exist to accomplish the goals of the plans. Its Strategic Plan is submitted to the Faculties for endorsement and to the Boards of Regents and Trustees for approval.

AUTHORITY: created by Vice Chancellor in October 1985; the College Faculty requested creation of the committee in accord with the recommendations of the recent Self-Study (May 1985)

University Faculty NCAA Representative: Evan Joslin

Faculty NCAA Representative

1. A faculty member appointed by the Vice Chancellor, to serve until another appointment is made

AUTHORITY: Required by NCAA regulations

IX. Misc.

Secretary of the College Faculty: *Ruth Sánchez Imizcoz (Semester in Spain)*
Catherine Cavagnaro Spring 2024

ELECTED: to a 5-year term by the Faculty 2014 May 7, 2019 May 1,

CHARGE: only the title

FUNCTIONS: (1) Legal Counsel has ruled the *Minutes* to be “internal documents,” which can be sent only to employees and the governing boards.

(2) shortly after each meeting updates the *Index and Abstracts of the Minutes*.

(3) at the opening of the fall term, distributes a list of that committee’s members to each faculty member serving on a committee.

(4) prepares a list of elected committee vacancies for the College Nominating Committee (and Joint Faculties Committee on Committees) each Spring, along with a list of faculty members with committee service (past and present).

(5) as needed, sends notice of faculty action to appropriate individuals.

(6) provides to any employee the date of faculty action on any topic, including exact text when needed.

Secretary of the Joint Faculties: *Ruth Sánchez Imizcoz (Semester in Spain)*
Catherine Cavagnaro Spring 2024

ELECTED: to a 5-year term by the Faculties 2014 May 5, 2019 May 1,

[By custom, the Secretary of the College Faculty is elected]

FUNCTIONS: same as for College Faculty

Secretary of the University Senate: *William (Bill) Engel on sabbatical; Emily Puckette*

ELECTED: to a 5-year term by the Senate 2021 May 12

[By custom, the Secretary of the College Faculty is elected, provided the individual is a Senator]

FUNCTIONS: same as for College Faculty

Parliamentarian of the College: *Chris McDonough (26) on semester sabbatical*
Rae Manacsa Spring 2024

ELECTED: to a 5-year term by the College Faculty 2021 May 5,

FUNCTIONS: Works with the Dean and the Secretary to ensure that the meetings of the College Faculty are carried out in accord with established procedures and Rules of Order. It is a 5-year renewable term to be staggered with the Secretary term.

AUTHORITY: created by the College on April 2, 2014

Committees created by the Joint Faculties and by the College Faculty

Committees created by the Joint Faculties and by the College Faculty are of two types:

(1) **Standing Committees** report to the faculty that created them; standing committees in the College are authorized to act in certain specified ways on behalf of the College Faculty, i.e., to exercise the legal authority given to the College Faculty by the Charter or Ordinances.

Faculty are elected to these committees at the last regular meeting of the academic year, normally the first Wednesday in May for the College Faculty and in early May for the Joint Faculties.

The College Nominating Committee or the Joint Faculties Committee on Committees presents a slate of one nomination for each opening, with additional nominations possible from the floor. Several weeks prior to the election meeting the appropriate Committee chair circulates a list of anticipated openings to the faculty and requests suggestions.

A complete list of faculty on the various committees, with the Committee's nominees, is circulated to the appropriate group several days prior to the election meeting.

The provisions of this paragraph do not apply in three instances where all nominations must come from the floor: election of the College Nominating Committee and of the Joint Faculties Committee on Committees; selection by the College Faculty of one of its members to be nominated for the Board of Trustees.

Faculty terms on the elected committees are staggered, usually with at least one member's term expiring at the end of each academic year. While it is rare for any of the committees to operate during the summer, the official change in membership occurs with the fiscal year.

For most faculty committees the Chair is the faculty member of longest service in the current term. Three College committees are exceptions to this principle: Admission and Merit Scholarships [chaired by the Associate Dean of the College for Faculty Affairs], College Standards [chaired by the Associate Dean of the College for Undergraduate Academic Affairs], and School of Letters [chaired by the Director of the School of Letters].

Faculty members who are on leave, or who for other reasons must interrupt service on elected committees, are always replaced for the appropriate number of full academic years when the break in service occurs across two or more academic years.

When the break in service falls within a single academic year, the faculty member will generally not be replaced. A faculty member who is on leave for one semester is expected to participate fully on the committee, but only during the teaching semester (see Exception 2); a faculty member who is on leave for the academic year is not expected to be involved in committee business during that year.

Exception 1. When two or more faculty on the same committee cannot serve the entire academic year, all except the individual most senior in the current term will be replaced for that full academic year. The most senior member not serving the entire year will be treated as if s/he were the only member taking a break from committee service, except as noted below, if the most senior member on the committee is slated to be the chair.

Exception 2. When a faculty member going on leave for a semester is slated to be the chair of the committee during the year they will be on leave, the faculty member will be replaced for the entire year. The replacement will be a full-term appointment, not a one-year replacement and

the next most senior person on the committee will serve as chair.

Other exceptions can be requested by individual committee chairs for the upcoming year. If a particular committee anticipates being busy, or needing the input of faculty from a range of disciplines, they can request an exception from either the Nominating Committee (College) or the Committee on Committees (Joint Faculties) to replace a faculty member on leave. If the faculty member on leave whose position is to be replaced would be in their last year on the committee, the replacement will be a full-term appointment, not a one-year replacement.

Two of the Joint Faculties committees and three of the College Faculty committees have student members. Students are nominated either by the Student Senate or by the Student Executive Committee of the Saint Luke's Community, and elected by the appropriate faculty. Students normally serve 2-year terms, with the terms staggered.

(2) **Administrative Committees** are designed to provide advice to one or more administrative officers. While the electing faculty body may, on occasion, request a report, in general the committee serves only the administrator(s).

Faculty are elected to the administrative committees at the same time and in exactly the same fashion as to standing committees; replacement due to leave is also the same.

Senators elected to committees by the University Senate

Elections in the Senate are conducted with all nominations coming from the floor.