Dean Carolyn Dever called the meeting to order at 4:13 p.m. in Wilson Hall 103. Approximately 60 faculty members were in attendance. Sending her regrets was Professor Virginia Scott.

1. **Memorial Resolution for John L. Bingham, Professor of Spanish, Emeritus.**

M. Fränccille Bergquist, Professor of Spanish, Emerita, presented a Memorial Resolution in honor of John L. Bingham, Professor of Spanish, Emeritus. Faculty members paid their respects and signified their assent to the resolution by a moment of silence. The Memorial Resolution is appended to these Minutes.

2. **Update on the Vanderbilt Recreation and Wellness Center.**

Marilyn Holmes presented an update on the Vanderbilt Recreation and Wellness Center (VRWC), formerly the Student Recreation Center. Ms. Holmes stated that she was the manager of Health Plus for sixteen years and is at present the Associate Director of the VRWC (Brock Williams, Associate Vice Chancellor, is the Interim Director of the VRWC). The VRWC serves Vanderbilt faculty members, staff members, and students, as well as community members. Unlike the old Health Plus recreation facilities, faculty and staff members are required to purchase memberships to use the VRWC ($240 per year for basic membership and $360 per year for premium membership). The expanded recreation center is 300,000 square feet in size and includes two indoor tracks, an outdoor track, a pool, a bowling alley, regulation-sized squash courts, and basketball and volleyball courts. Moreover, the VRWC has fitness staff available to help members customize their fitness programs, and personal trainers are available as well. The center also offers wellness programs, including exercise programs, such as Vandy Walks and campus walking tours, healthy eating and nutrition programs, and a resource library. The facilities are open seven days a week, from morning until late in the evening (open from noon on Sundays). Parking is available along Children’s Way and in Lot 75A for those with Vanderbilt parking decals. The VRWC also hosts CampVandy, a summer children’s camp for four to twelve year olds. If anyone would like a tour of the facilities or has any questions or comments about the recreation center, please contact Ms. Holmes at Marilyn.c.holmes@vanderbilt.edu or at 343-2638. Faculty members applauded Ms. Holmes for her presentation.

3. **Approval of the Minutes of the Faculty Meeting of February 18, 2014.**

There were no comments or questions, and the Minutes were approved.
4. Review of the Minutes of the Faculty Council meeting of April 1, 2014.

Professor Jennifer Fay, Secretary of Faculty Council, presented Faculty Council business to the faculty in place of Professor Lucius Outlaw, Jr., Chair of Faculty Council. There were no comments or questions about the Minutes or the revised course descriptions.

5. Executive Motion Calendar.

A. From the Student-Faculty Relations Committee: Proposed policy on classroom recording. Associate Dean George Sweeney presented two objections to the proposed policy, specifically against point #2 (“All rules concerning video/audio recording should be explicitly stated in class syllabi”). First, he asked, if faculty members do not state their classroom recording policy in their syllabi, is the Dean’s Office going to investigate them and bring charges against them? Second, he wondered, if only the first point of the proposed policy is planned to be published in the Vanderbilt Catalog, as the proposal states, how are faculty members going to know that they are supposed to present their classroom recording policy in their syllabi? Professor Fay responded that point #2 is a recommendation, not a requirement, and that faculty members would learn about the classroom recording policy through faculty orientation. Senior Associate Dean Karen Campbell added that the Dean’s Office will not bring charges against faculty members who do not state their classroom recording policy in their syllabi and that point #2 is intended to encourage faculty members to place important information in their syllabi, such as their grading and attendance policies, their EAD notices for students with disabilities, and their classroom recording policies. The Dean’s Office could post a template syllabus on the “Resources for Teaching” web page that would include these points. Encouraging faculty members to state their classroom recording policies in their syllabi will remind faculty members that they have the authority to set the recording policy in their classrooms and will remind students that they must have explicit permission to record classroom activities. Professor Patton, Chair of the Student-Faculty Relations Committee, reasoned that if faculty members do not state their classroom recording policies in their syllabi, then it is likely that students will record classroom activities, because they probably will not read the policy in the Catalog. Dean Campbell also explained that, if this proposal were approved, she is already planning to add a slide to her new faculty orientation presentation about the classroom recording policy. Dean Sweeney replied that, if point #2 is a recommendation and not a requirement, then it should not be included in the policy.

In response to a concern posed by a faculty member, Dean Campbell stated that she could not answer the question of whether publishing the classroom recording policy in the Vanderbilt Catalog or in syllabi would provide any legal protection against students who inappropriately record classroom activities or misuse classroom material. She said that the proposed policy has been vetted by university counsel. Moreover, presenting one’s recording policy in the course syllabus would be better than being silent, and it would be reinforced by the language published in the Catalog.
Dean Campbell explained that the three other Vanderbilt undergraduate schools are considering their own classroom recording policies and that language is planned to be added to the Vanderbilt Student Handbook by the Office of the Dean of Students to warn students about inappropriate classroom recording. Language in the Student Handbook will likely be strengthened and the consequences of violating the recording policy would be clearly specified if all four undergraduate schools approve a classroom recording policy. The faculty then approved the proposed policy on classroom recording, with five faculty members opposed.

The policy reads:

1. The use of technologies for audio and video recording of lectures and other classroom activities is allowed only with the express permission of the instructor. In cases where recordings are allowed, such content is restricted to personal use only unless permission is expressly granted in writing by the instructor and by other classroom participants, including other students. Personal use is defined as use by an individual student for the purpose of studying or completing course assignments. When students have permission for personal use of recordings, they must still obtain written permission from the instructor to share recordings with others.

For students registered with EAD and who have been approved for audio and/or video recording of lectures and other classroom activities as a reasonable accommodation, applicable federal law requires instructors to permit those recordings. Such recordings are also limited to personal use, except with permission of the instructor and other students in the class.

2. All rules concerning video/audio recording should be explicitly stated in class syllabi.

3. We encourage the Office of Student Accountability, Community Standards, and Academic Integrity to develop new policies that specifically govern the consequences of covert audio/video recording of lectures and other classroom activities, and of the inappropriate dissemination of permissible recordings.

Note: Only point 1 will be inserted into the Vanderbilt Catalog.

B. From the Committee on Educational Programs (CEP):

i. Proposed revision of the English major and minor. There were no comments or questions, and the faculty approved the revision of the English major and minor.

   ii. Proposed revision of the Italian and European Studies major. There were no comments or questions, and the faculty approved the revision of the Italian and European Studies major.
iii. Proposed revision of the Sociology major and Honors program. There were no comments or questions, and the faculty approved the revision of the Sociology major and Honors program.

C. From the Committee on Academic Standards and Procedures (CASP): Proposed revision of the minimum grade point average requirement for departmental honors. In response to a question, Dean Campbell stated that, if this proposal were approved, the new default minimum gpa would be 3.3, i.e. if a department does not explicitly state in the Vanderbilt Catalog a minimum gpa for departmental honors, the minimum gpa would be 3.3. There were no other comments or questions, and the faculty approved the increase in the minimum grade point average requirement for departmental honors from 3.000 to 3.300. The revised Catalog copy would read:

**Departmental Honors**

To encourage individual development and independent study in a special field of interest, many departments and interdisciplinary programs of the College of Arts and Science offer honors programs for selected, superior candidates. Students normally begin departmental honors work in the junior year, but exceptions may be made in the case of outstanding seniors. To qualify for consideration, students must have (a) attained a minimum grade point average of 3.300 in all work previously taken for credit and in the major, and (b) exhibited to the department(s) and/or interdisciplinary program(s) concerned such other evidence as may be required to indicate a capacity for independent study. Some departments and interdisciplinary programs require higher grade point averages in all work previously taken for credit and/or in the major. Formal admission is by the Office of the Dean after election by the department(s) and/or interdisciplinary program(s) concerned, with the approval of the director of honors study, who supervises the program with the aid of the Committee on the Honors Program.

6. Announcements from Senior Associate Dean Karen Campbell.

Dean Campbell stated that the first round of the course renumbering project has been completed, and she thanked all who have been involved in the process. She praised Molly Thompson, the Arts and Science Registrar, for her work. Faculty members enthusiastically applauded Ms. Thompson. Dean Campbell explained that a clean-up period is the next step in the process.

Dean Campbell reminded faculty members of Vanderbilt’s Dead Week policy—quizzes, tests, and final exams, and even parts of final exams, are not permitted to be given during the final seven days of the semester (April 15 – 21 this semester). Essay assignments and lab reports may be due during Dead Week, lab quizzes may be given, and oral presentations may be made, however.
Dean Campbell also requested that faculty members adhere to the posted final exam schedule and to the two-hour exam periods. She reminded faculty members that, if they require a final exam in their course, the final exam does not have to be offered in the alternate time period as well.

Dean Campbell explained that, in order to recoup the classes that were canceled on Monday, January 6, faculty members with a Monday-only class may schedule a make-up session on Tuesday, April 22 in the same classroom at the same time as the class that was canceled.

7. **Original Motion Calendar.**

No issues were raised.

8. **Good of the College.**

Senior Associate Dean John Sloop, who has been appointed Interim Dean for the 2014-15 academic year, announced that Professor Cindy Kam, of the Political Science department, has been appointed Senior Associate Dean for faculty for the next academic year.

Melissa Wocher, Assistant to the Dean, announced that there will be a celebration for Dean Dever and Associate Dean Sweeney immediately following the May Faculty Meeting, which is scheduled for Tuesday, May 6, at 3:10 p.m.

9. **Adjournment.**

The meeting adjourned at 4:50 p.m.

Respectfully submitted,

Lesley Gill,
Secretary of the Faculty
Memorial Resolution for John L. Bingham, Professor of Spanish, Emeritus
April 8, 2014
Francille Bergquist

John L. Bingham was born in Pineville, KY on September 19, 1919, and passed away on May 2, 2013, at the age of 93.

John first came to Vanderbilt as a freshman in 1936 and earned his Bachelor of Arts degree in 1941 with a concentration in Romance Languages. He was inducted into Phi Beta Kappa and three national language societies. At the end of his undergraduate career he was awarded the Taft Teaching Fellowship in French at the University of Cincinnati.

His education was interrupted by a four-year stint in the Army (1942-1946) where he served in the Signal Corps and rose to the rank of First Lieutenant.

He returned to Vanderbilt after the war and earned his Master of Arts degree in Romance Languages in 1947. He then went to the University of California at Los Angeles as a teaching assistant and to pursue studies for the Ph. D. in 19th century Spanish fiction. He was the recipient of the Del Amo Scholarship to study at the Universidad Complutense in Madrid, Spain, in the summer of 1949.

John again returned to Vanderbilt in 1950 as an Instructor of French and Spanish. In 1953 his administrative skills and rapport with students were recognized when Dean Ewing Shahan named him as Assistant Dean for the Junior College (freshman and sophomore years). In addition to continuing his regular teaching, a few of the duties mentioned in the Vanderbilt Magazine (VU View) included advising and aiding students deficient in their studies, giving encouragement to outstanding students, keeping in touch with students under medical treatment, and advising students seeking certification in teaching. In 1965, he was promoted to Associate Dean to oversee all undergraduate students and their programs of study while he continued the duties mentioned above.

During his time in the Dean’s Office, John was called upon to chair and serve on a number of College committees, among them the Administrative Committee, the Honors Program Committee, the Committee on Individual Programs, and the Curriculum Committee; and University committees: the Athletic Committee, the Undergraduate Admissions Committee, the Calendar Committee, and the International Affairs Committee, to name a few. He served as the liaison officer between the University and the State of Tennessee for elementary and secondary teacher education, Secretary of the Board of Underclass Advisers, and Director of Foreign Programs and was instrumental in the establishment of the Vanderbilt-in-France program in 1961 and the Vanderbilt-in-Spain program in 1963.
Over the years he served as Acting Dean of Arts and Science, Acting Director of the Admissions and Financial Aid Office, and Acting Chair of the Department of Spanish and Portuguese.

After 25 years in the Dean’s Office, John returned to the Department of Spanish and Portuguese in 1978 to teach full-time and serve as Director of Undergraduate Studies until his retirement in 1986. However his teaching days were not over. In the fall semester of 1987, he was asked to teach a course in the newly-formed College Scholars Honors Seminar Program. He taught “The Novel of Spain” that first fall semester and three semesters thereafter.

John’s awards included the 1982 Chancellor’s Cup for outstanding service to students outside the classroom, the Peabody College Round Table award for major influence on a student’s life, and the 1981 Ernest A. Jones Faculty Advisor Award, all recognizing his enthusiasm and passion for helping students.

John counseled hundreds of students and their families over the course of his career at Vanderbilt and was known for his fairness, compassion, and wise counsel. This is evident in a statement of a 1962 graduate when asked what his most memorable moment was as a student. His reply:

“Well, I had a lot of memorable moments. I also had a most memorable individual. During my freshman year I was assigned to an advisor, who was John Bingham, dean of undergraduates. One semester I had been pretty badly hurt, and I made four "F's" and a "C." He told me, "Joe, this is Vanderbilt, you can't make four "F's" and a "C." I can keep you here for another semester, but you can't have grades like these." So I worked harder the next semester. I stayed in touch with him, but then I lost touch. Several years ago I found out that he was still alive at 92 and writing a memoir about his years at Vanderbilt, so I called him up, and he still remembered me. That's what I love about Vanderbilt, that a student could have such a relationship with a dean, and he would still remember him 50 years later.”

John Bingham’s long career in the Dean’s Office and as a professor in the Spanish department was characterized by his spirit, sense of humor, and care and concern for students and colleagues alike. Those who knew him will remember his booming laughter, his warm smile, the twinkle in his eye, and his generosity of spirit. He epitomized all that is good about Vanderbilt.

"Madame Dean, I ask that a copy of this Memorial Resolution be entered into the minutes of this meeting and that copies be sent to his brother and sister."