Meeting commenced at 3:30 p.m.

Welcome, Introduction, and Updates — Nina Solenski, Chair

- Dr. Solenski provided general updates from the following Faculty Senate committees:
  - **Collaboration, Communication, and Engagement** is rescheduling a faculty band concert originally scheduled for earlier in the fall semester. The committee is also hoping to collaborate with United for Undergraduate Socioeconomic Diversity (UFUSED) and other student groups on faculty-student mentoring programming.
  - **Faculty Recruitment, Retention, Retirement, and Welfare** is exploring how to improve the annual faculty review process. Those interested in helping should reach out to Senators Andrea Press and Sahar Akhtar.
  - **Finance** is learning more about the University’s new financial model, responsibility center management. Senators are invited to attend the committee’s next meeting on Dec. 15 at which Provost Tom Katsouleas will discuss the model.
  - **Planning** helped craft the call-for-proposals for the next pan-University institute, which garnered 24 letters of intent. The committee is currently taking recommendations for how to shape the application review team to select the finalists.
  - **Research, Teaching, and Scholarship** ensured that faculty-research-needs questions will be part of the upcoming Collaborative on Academic Careers in Higher Education (COACHE) survey.
  - **By-Laws Task Force** is soliciting suggestions for how to revise the Faculty Senate Constitution and By-Laws via bylawssuggestions@virginia.edu.

Remarks by President Teresa Sullivan

- The President provided the Senate with a number of updates:
  - Last month, Risa Goluboff was selected as the new dean of the School of Law. The appointment is effective July 1.
  - Searches are underway for a new vice president for university advancement, vice president for research, director of the Data Science Institute, dean of the School of Architecture, and dean of libraries.
  - Legislators began pre-filing legislation on Nov. 16 for the 2016 Virginia General Assembly Session, and the Governor will present his 2016-18 biennial budget on Dec. 17. The Governor has already announced that his budget will include a $2.43 billion bond package, nearly half of which is for higher education projects. Two University projects will be included: renovation of Gilmer Hall/Chemistry Building, and renovation of space to establish the Center for Human Therapeutics.
• The President invited Senators to the annual Legislative Forum with local representatives on Dec. 18, from noon to 1 p.m., in Garrett Hall’s Great Hall.
  o Bronco Mendenhall, previously at Brigham Young University, has recently been selected as the University’s new head football coach.
• The President wished Senators a happy holiday.
• The President fielded questions from the Senate—including those about student athletics fees, University investments in the energy sector, and firearms on campus.

**Academic Affairs Committee Discussion and Vote — George Cohen, Committee Chair**

• The School of Continuing and Professional Studies proposed to create a health sciences management certificate.
  o **VOTE:** Senate unanimously approved the proposal.

**Presentation about New Travel and Expense Management Systems —Bob Pianta, dean of the Curry School of Education; John Mchugh, assistant director of procurement services**

• Dean Pianta provided an overview of the Organizational Excellence program at UVA. *(Note: He serves as chair of its leadership council.)*
• Mr. Mchugh gave a presentation about the University’s new travel and expense management program.
  o 25 focus groups involving 13 departments took part in a pilot program of the new system. The feedback form this group shaped the travel program which is being rolled out the entire University in January 2016.
  o The University’s Policy Review Committee is reviewing a new travel expense policy for travel—consolidating separate travel, business meals, and social meals. Approval is expected shortly.
  o With the new system, faculty travelers can book with a full-service agent for a fee or online without a fee. Either way, every traveler has a profile with their preferences, membership information, and itineraries in one place.
  o The customized online booking tool has built-in prompts to be sure that the person booking a trip knows relevant UVA policy and can adhere to it rather than having to remember the details while making travel arrangements.
  o Later in spring 2016, a corresponding expense management system will also be rolled out to the entire University. Then, when a traveler uses the new travel system, their expense information will flow seamlessly into the expense management system. The University will no longer use Excel workbooks and submit paper receipts. Instead, receipts will be scanned or photographed and expense reports will be handled online.

**Open Floor for Faculty Members**

• A member asked for status update on work of By-Laws Task Force.
  o Dr. Solenski noted that the Task Force had its second major meeting on Dec. 10 and that the expectation is that its deliberation over suggested changes to the Faculty Senate
Constitution and By-Laws will take some time. She added that it is unclear whether these deliberations would affect Senate elections, nominations, etc. for 2016.

- Member suggested building discussion of potential revisions into spring Faculty Senate meetings to garner more participation and discussion for the review process.

- A member questioned whether the Senate should make a statement about the issue of guns on campus and enquired how to start process.
  - Dr. Solenski noted that this topic recently came before the Executive Council.
  - Other members discussed the possibility of a dialogue between other groups, including student organizations, and the Senate on the issue.

Approval of Prior Meeting Minutes — Nina Solenski

- Dr. Solenski presented minutes from the Nov. 18 faculty Senate meeting for approval.
  - **VOTE:** Senate unanimously approved the minutes.

Meeting adjourned at 5:30 p.m.