The meeting was called to order at 4:10 p.m. by the Chair, Professor Lucius Outlaw, Jr. Present at the meeting were Dean Carolyn Dever, Professors Laura Carpenter, Katherine Crawford, Marshall Eakin, Jennifer Fay, Doug Hardin, Michael Hodges, Carmelo Rizzo, Ruth Rogaski, Tony Stewart, Carol Swain, and Kip Viscusi. Senior Associate Dean Karen Campbell attended as a guest of Faculty Council, and Jonathan Bremer, from the Arts and Science Dean’s Office staff, attended as the Executive Secretary of the Faculty.

1. Approval of the Minutes of the Faculty Council Meeting of January 14, 2014.

There were no comments or questions, and Council approved the Minutes.

2. Business from the Committee on Educational Programs (CEP).

**Proposed revision of the French and European Studies major.** Professor Outlaw explained that the proposal corrects the number of credit hours required for the French section of the major (from 27 credit hours to 24 credit hours). There were no comments or questions, and **Council approved the revision of the French and European Studies major.**

3. Business from the Student-Faculty Relations Committee.

**Proposed policy on classroom recording.** Council members discussed the original proposal drafted by the Student-Faculty Relations Committee and the revised version written by Dean Campbell after she consulted with University Counsel and EAD (Vanderbilt’s Equal Opportunity, Affirmative Action, and Disability Services). Dean Campbell noted that she revised the second point of the original proposal because Faculty Council and the Arts and Science faculty cannot direct the Honor Council to develop new policies, but can encourage it to do so. She explained that she added the second paragraph to the first point after EAD recommended that the policy acknowledge that in some cases it is appropriate and permissible for students with particular disabilities to record lectures and classroom activities.

During the discussion, many Council members expressed concern about the default position of the policy if an instructor does not state his/her classroom recording policy in the course syllabus. Council members strongly preferred that the default position be that students are not permitted to record lectures and other classroom activities, and therefore the first sentence of the policy should be revised accordingly (“The use of technologies for audio and video recording of lectures and other classroom activities shall be solely at the discretion of course instructors”). Students should feel free to express themselves in class without concerns about being recorded. Moreover, students are usually sympathetic with a prohibition on classroom recording; they are often astonished and dismayed to learn that they could be or have been surreptitiously recorded. Council members also
agreed that the “shall” in the second sentence should be changed to “should,” because otherwise it would weaken the default position (“All rules concerning video/audio recording shall be explicitly stated in class syllabi.”). After a brief discussion whether to delete the second sentence altogether or to move it to the narrative section of the document, Council decided to retain it as the new second point of the formal policy and to renumber the original second point. Retaining the second sentence would indicate that Council takes the policy seriously and would help to educate colleagues. It might also start a conversation with the other Vanderbilt schools on the issue. The first point of the policy would regulate student behavior while the second point would guide, not direct, instructors. If an instructor wishes to allow students to record in his/her classroom, then an explicit statement to that effect would have to be included in the course syllabus. Penalties for students who transgress the policy would depend on the particular circumstances of the case, Professor Outlaw and Dean Campbell explained. In most cases, it would be a matter for the Conduct Council, not the Honor Council, but there are some situations in which the Honor Code would be clearly violated, as the example at the top of page three of the proposal demonstrates. The policy as a whole, Professor Outlaw said, if it becomes part of the acculturation of students at Vanderbilt, along with the Honor Code and the student conduct policy, might have an effect on the way in which students conduct their lives among themselves and help reinforce how they might become more thoughtful about how they use technologies in their social and personal lives and careers.

The classroom recording policy, as revised by Council, would read:

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.

Council members agreed that only the first point be published in the Vanderbilt Catalog. **Faculty Council then approved the classroom recording policy as revised above.**

4. Business from the Curriculum Committee and the Committee on Graduate Education (CGE).

**New and revised courses.** Council approved the course changes and additions from the Curriculum Committee and the Committee on Graduate Education as revised (the course descriptions will be attached to the Minutes of the February 2014 Arts and Science Faculty Meeting).

5. **New Business and Concerns.**

Council members expressed several kinds of concern about the guidelines for the course renumbering project. First, the restriction on the use of particular blocks of numbers (viz., 2000-2099, 3400-3599, and 6000-6099) in the new course numbering system has been problematic. Dean Campbell responded that other departments have mentioned this complication to her as well and said that she will ask Associate Provost Cynthia Cyrus and University Registrar Bart Quinet whether these ‘carve outs’ can be adjusted.

Second, others were concerned about the requirement that all current 200-level undergraduate courses that are approved for graduate credit must be renumbered as two separate courses—one undergraduate and one graduate—and that each of them must have its own distinct syllabus, the graduate version of which must indicate the increased work at the graduate level. The accreditation standards for some disciplines are so rigorous that departments might not be able to offer all of the courses required for their programs. Dean Campbell responded that this question would best be answered by Senior Associate Dean Greene, but reminded Council members that graduate students have always had to complete more work than undergraduate students in the same class. Graduate students are expected to read more and at a more advanced level, to write more and at a more sophisticated level, and to move from being a consumer of knowledge to a producer of knowledge. She also suggested that departments could partially resolve this problem by removing graduate credit from 200-level undergraduate courses. This might be a situation, she continued, in which pressures from different accrediting bodies push against each other, but Vanderbilt must comply with the requirement to have distinct undergraduate and graduate courses.

Third, several Council members were concerned about the deadline for the first round of course renumbering. To do this task of renumbering well, to take the project seriously, and to coordinate one’s own courses with those of other departments and programs is
difficult to accomplish in the middle of the semester with such a short deadline. Programs would more likely complete the task of renumbering better and be less likely to make mistakes on the front end if they were not so rushed. Dean Campbell explained that the deadline is driven by the schedule of the University Registrar’s Office (URO) and the accreditation bodies and offices to which it reports. The URO has a tremendous amount of work to complete in the course renumbering project, from changing all of the course references in course descriptions, updating the Catalog, making all of the changes to YES (Vanderbilt’s course enrollment system), to ensuring that student transcripts are accurate. Moreover, if the implementation of the new course numbering system were delayed, it would have to be delayed an entire academic year; changing to a new system in the middle of an academic year would be extremely problematic. She will do what she can, Dean Campbell said, about the deadline.

Professor Hardin suggested that it would be helpful to streamline the procedures by which undergraduate students receive graduate credit for completing graduate-level courses and by which graduate students from one department receive graduate credit by taking undergraduate-level courses that have been approved for graduate credit in another department. Dean Campbell responded that CASP (Committee on Academic Standards and Procedures) could be charged with reviewing these procedures. These procedures, outlined in the Vanderbilt Catalog, are acts of faculty legislation and hence can be reviewed and revised by the faculty.


No issues were raised.

7. Adjournment.

Council voted to adjourn at 5:17 p.m.

Respectfully submitted,

Jennifer M. Fay
Secretary of the Faculty Council