The meeting was called to order at 3:04 p.m.

Approval of Minutes from March 30, 2022, Meeting
The minutes were approved unanimously.

Comment: Presentation files have not yet been uploaded to the RIT Digital Archive. They will be added this summer.

President’s Report

April is the busiest month on campus, it includes lots of ceremonies, presentations, and concerts. We look forward to a commencement in early May.

We know that the incidence of COVID has gone back up some since Spring Break. We have discussed reinstating masking, and the decision at this time is not to do that, but a communication will be sent out with some relevant data as higher incidences in staff and faculty are seen. For now, there are no plans to change the policy, but we are watching the data closely, including wastewater and the surrounding country.

Mid-May is the deadline for faculty and staff to receive the full vaccination including the booster. It is an odd time to enforce things as students are leaving campus. This is under discussion if the deadline will be pushed back.

In years past, we have had a report on Individual Conflict of Interest:
  - Policy C4.0 requires all faculty and staff to disclose conflicts of interest and even potential conflicts of interest.
  - These in themselves are not a problem and some exist that cannot be avoided.
  - In some cases, if an extra set of eyes is needed, a management plan is put in place.
  - In the past 12 months, 99% of faculty and staff have completed the annual required disclosure. There were 848 employees who did disclose information this past year that required further review. Of these, 133 of those required management plans.
    - This can be something as simple as a faculty member having a startup company and there are issues with time allocation or employing a graduate student.
    - Dr. Munson monitors some of these cases, one he oversees is an individual with a company that licenses IP matters from the University.
    - The oversight is distributed throughout administration.

C08.1 Information Security Policy – REVISIONS (presentation files available on RIT Digital Archive)
Alwin Maloto, Chief Information Security Officer

Key Updates:
  - Changes to the language formatting to align with existing RIT policy. They no longer use hyperlinks in the policy because URLs that change on a frequent basis.
  - Information Security Standards have been defined for clarity.
  - Further strengthened by guidance from other policies like C25.0, C22.0, and C0.0.
  - They have also provided details about how the university will investigate violations
There were some concerns raised and we have been committed to ensuring these needs are focused on the RIT community. The policy revisions have been endorsed by Student Government, Staff Council, and Faculty Senate.

**Policy C08.1 was endorsed unanimously.**

**C22.0 Records Management Policy – REVISIONS** *(presentation files available on RIT Digital Archive)*

Evan Thompson, Senior Associate Counsel and Interim Privacy Officer

The changes to C22.0 are more clarifying in nature.

- The old policy had about eighteen definitions, they have been consolidated and updated. We also made sure that the updated references are consistent with other policies.
- A holdover was present from when the policy was first implemented: There was a large retention schedule within the policy that was no longer up to date. This has been moved to their office and is now just referenced to in the policy. They have links to where you can find the most updated information in the policy.
- We consolidated schedules to reduce redundancy. There is a master schedule and it can be broken down into departments if needed.
- We made the policy more streamlined and easier to read, but overall substance has not been changed.

Policy C08.1 was endorsed unanimously.

**D18.0 Student Conduct Process – REVISIONS** *(presentation files available on RIT Digital Archive)*

Aaron Tomassini, Area Director, Residence Life
Greg Beattie, Conduct Coordinator

They are the co-chairs for the committee on D18.0.

**Policy D18.0 was endorsed unanimously.**

**D18.1 Alcohol, Cannabis and Other Drugs – REVISIONS** *(presentation files available on RIT Digital Archive)*

Jessica Ecock Rotundo, Assoc. Dir. Student Conduct
Aaron Tomassini, Area Director, Residence Life
Greg Beattie, Conduct Coordinator

There is one additional change to D18.1 after the initial presentation at University Council – language regarding the use of cannabis in research was suggested by Faculty Senate and has been included. Any research would be approved through the President and Vice President for Research.

**Policy D18.1 was endorsed unanimously.**
Enrollment Projections
Ian Mortimer, Vice President, Enrollment Management

Objectives for the fall 2022:
- Better and more diverse applicant pool
- 3,100 New First Year Student Headcount
- Applications and demand are an important part of the process
- Lower Admit Rate
- Lower Discount Rate
- Increase in % female and diversity applicants
- Thanks to a lot of good work, awareness and application demand over the past 4-5 years has increased. We have enrolled larger classes which has affected the admit rate.
- The overall awareness of RIT in the K-12 space has grown.

Admit rate reflects market quality
- A bigger application pool allows us to be more selective. We plan to reduce the admit rate by 5% between this year and the last.
- This will be around 66% this year and we are trying to get down to 61% next year.

Three rounds of intakes for first year applicants:
- Early Decision One, Early Decision Two, and then the regular pool.
- This gives a sense of signal of how the rest of the cycle will look. This helps determine priorities of decision making about the remaining two-thirds of the class.
- Health of the early decision pool this year: the quality of this pool is where we were hoping and we are at a healthy start.

Regular Pool Deposits are near where they were last year.
- This year will be around 3,100.
- The pandemic did affect decisions, but as compared to last year, we are on track.
- Working to have more women on campus. As far as managing admit numbers, we are looking for female students who will be academically successful and are doing everything we can tactically to make female admits feel comfortable and welcome particularly in KGCOE and GCCIS.

Racial and ethnic diversity
- Fall 2020 was the high-water mark of diversity for first year students. We are going to get close to this mark as well this year.
- With some new tactics with our charter school relationships, we hope to blow past the strategic goal sooner rather than later.

Private non-profit education arena is competitive
- STEM Schools: RPI, Stevens, and Clarkson
- There is predatory tuition and scholarship pricing occurring.
- Our Performing Arts Scholars program has grown in popularity and increased by 7.4%. This will yield a positive impact on campus culture and community.
- The community college transfer market is a problem – MCC enrollment and Erie County Community college’s enrollments are down. This has a big impact in our ability to be relevant to the transfer market. Community colleges are the feeder for jobs and when availability goes up, community college enrollment goes down.
Graduate international Demand

- In the last two weeks, we have been back in India for the first time in two years. There is a great sense of goodwill between students, parents, and Alumni of RIT. There is an increase in applications from India.
- Demand has fallen flat in China.
- Having challenges with new graduate student enrollment, particularly in NYS.
- Institutional prioritization of combined BA/MA programs and are trying to incentivize students to come in and pursue a graduate degree with attached incentives. This is an overall higher education challenge, but the international market is perking up.
- This data does not include Data Science MS students.

RIT Certified [https://certified.rit.edu/](https://certified.rit.edu/)

- Commitment to reinventing RIT’s relevance to employers and helping non-traditional students.
  - Launching a website that will be the first foray for this entity and sharing it to the world.
- Former RIT Online team has re-invented themselves and added some new talent.
- There is a budding CAD project and great work coming from KGCOE.
- RIT Certified is relevant to the working adult population.
- We also have projects focusing on high school graduates. The K-12 world is also looking seriously at credentialing instead of attending college. A lot of charter schools and K-12 systems are trying to economically empower high school students to focus on certifications. This is relevant for the working adult and other populations.

Q: With high school students taking these classes, would you be able to use the data from them to help figure out where to focus on RIT’s admitting students?
A: We will find that over time, for a certain segment of the population, a 15-year crawl to a bachelor’s degree is not out of the situation. This may be a slower process. The School for Individualized Study is perfectly aligned with this. They can be a degree completion opportunity and can grant an associate degree. This will serve as a vehicle as well.

Q: Where does NTID fit into the picture?
A: We have not had a ton of interaction with the NTID team. There is a lot of interest in skill development and workforce development. They are trying to get the framework solidified before bringing in NTID and addressing underemployment issues within the deaf and HoH communities.

Q: As I see the numbers, the concern I have is the number of admits and the conversion rate. What are we doing to improve those numbers even though we are on the right track? Will this be enough since our operational budget is dependent on tuition?
A: We have transitioned from a mindset of ‘standard funnel metrics’ into a ‘probability modeling’ operation. We have much more control over understanding the probability of enrollment earlier at the top of the funnel. While it may look like a smaller admit pool, we are seeing the probability projections are falling into place. We are using more data science to manage the pool. The yield was nearly 20% of the admit pool. I feel more confident this year than we ever have at the likelihood of landing where we want to be. Since students apply to so many schools, a 20% acceptance rate is a good. When people find us, they fall in love with us. People respond pretty quickly about whether this is what they want. RIT has this gift.

Q: Regarding female enrollment – can you discuss this within STEM and non-STEM?
A: Chemical and Biomedical Engineering rates* are down this year and we are trying to figure out what is going on. On the flipside, areas of female interest are up in programs like Computer Science.
*Refers to the number of deposits and admissions.
Q: Can you talk more about AALANA enrollment?
A: Yes. Our population identifying as LatinX is marginally up. African American enrollment is also much higher. It is not to the point where we are feeling comfortable, but it is better than last year. The Native American numbers are still very low.

SG 70.01 - Resolution on Title IX Sanctions (presentation files available on RIT Digital Archive)
Lucas Randrianarivelo, SG President
Jennifer Hill, SG Women’s Senator

Resolution that passed in Student Government related to D19.0 – Student Gender-Based and Sexual Misconduct Policy – Asking to:
- Amend Policy D19.0 to include more specific language about sanctions for specific types of violations.
- Adopt into policy that the sanction for repeat offenders of sexual assault be expulsion
- Adopt into policy that the recommended sanction for non-consensual sexual intercourse be expulsion unless there are mitigating circumstances.

Reasons for this Resolution:
- Students feel the current policy lacks specificity and clarity
- Cases that violate D19.0 are private, so students do not have knowledge of standards from previous cases
- Students generally lack confidence in the university to handle these cases. There is a general feeling among students that the university does not do anything when Title IX cases are reported. This is not true, but this perception is itself an issue. There is an underreporting of cases because of these feelings. Increasing transparency is a major part of solving this.

Outcomes:
- After passing this resolution, we had a meeting with representatives from Student Conduct and the Title IX Office to get more perspectives about what is realistic and what they can do to accomplish the same things. We understand not everything they asked for is realistic. We are trying to look for guidance to pass on to the next SG Women’s Senator. Policy D19.0 may be revised depending on federal regulations.

This month is Sexual Assault Awareness month. Jen has done a lot of great work to contextualize this. There is not policy written and they want to get this in front of UC to make sure this is not lost. They are brainstorming what is feasible and want to make sure the next SG Women’s Senator will take this on.

Comment: I recommend putting something together with the governance groups to move forward. You will get help from the rest of the university. As we increase the number of women on campus, we must have policies in place for them.

A: We are running out of time here. These are the last punches, and they are making sure this continues next year. This request has been added to the University Council Plan of Work for AY 2022-2023.
Comment: Stacy DeRooy is doing a lot of hard work on this and this may not be super visible. If the students were more aware about how much work is done, there may be more reporting. There needs to be increased awareness for the students, so they have more confidence in reporting.
A: They are working on a matrix that will show what will happen in those cases. RIT’s policy needs to be clear to help foster a safe environment on campus.

- Title IX is taken seriously. If it goes to a Title IX, it warrants a real and deep investigation and there will be appropriate outcomes.

One thing to keep in mind, is that in an ideal world, there is a clear-cut penalty for each event. But in reality, it is so complicated and unique by case. It is difficult to create a rubric where the punishment fits the crime. We will rely on the Title IX office to help pay attention to this. We would like to increase time of work with the Title IX office and Student Government to increase the number of conversations.

A lot of education needs to continue. There needs to be more education around this topic as well. I appreciate this being brought to the group and this is a central pillar of the work plan for next year.

Student Government Accomplishments (presentation files available on RIT Digital Archive)
Lucas Randrianarivelo, SG President
Christopher Ferrari, SG Vice President

We are at the end of our tenure and would like to highlight the accomplishments of the 2021-2022 Student Government. This time last year, we were just newly elected. SG had just gone through an impeachment, and there was more than the usual news and energy around the elections. The new Delta variant had also just surged.

We ran on personal wellness, professional development, and social experience. We’ve worked on being visible out in the community and we returned to in person meetings.
- Focus on the mind, body, and spirit of students
- The academic alternate grading policy. They were trying to project where each faculty would vote.
- During November, there was an uproar from students saying that they were doing terribly after coming off fully online classes. Through an endless number of messages from students, we the data to plead their case and show the need for the Pass/Fail option. It was passed 19/18.
- Began a YouTube page and updated students about what was happening.
  - They have their own lawyer resource promoted through this platform
  - More overall face time with the students

Professional Development
University advancement and students getting jobs: TigersConnect
- Now have 2,605 and 2,064 alumni on this site.
- Had two Nintendo Switch giveaways.
- Students are yearning to get questions answered and get their resumes reviewed.
- Our alumni work at amazing companies. They also offered a program through the marketing team to allow students to have their headshots taken.
- Now, they have “smiling RITs” all over FB and Instagram.
Social experience side:
- College is only 50% academics. The time you spend outside of classrooms is so important to your development.
- SG Elections- concluded on March 25th. We had the most candidates and biggest election so far.
  - Last year we had 1326 votes and had a voter turnout rate of 9.3%
  - This year had turnout of around 26.79% with a total of over 3,000 votes.
  - The separation for the top person elected was only twenty-two votes in total.

Coming on the backend of COVID, we held a lot of events.
- The COS hosted three events, one in conjunction with AALANA and faculty members.
  - One of the biggest successes was the basketball fundraiser for the ACA and over $1,000 was raised.
  - Dodgeball showdown was a very big success – this trophy is going to Dean Edward’s office. This was the first event since the masking requirement was dropped.
- GCCIS students are not the most socially engaged. They challenged the status quo and had over 450 students visit the Halloween event.
- For Graduate students - Stephanie Reuben held a winter shopping trip and a winter connection trip and a successful Galantine’s Day event in February.

A lot of the senators will be returning next year in higher level roles.

As rooted as they are in service and advocacy, there was an aspect of philanthropy that was missing. We continued our partnership with RIT FoodShare and made over 130 new connections about what FoodShare does. This is important to students on campus dealing with food insecurity. We want to see this continue in the next administration.

Mr. RIT - Male talent show hosted annually.
- The fundraiser was getting SG representatives “Pie’d.”
- The real pies did hurt.

SG Representative Student Organization (RSO) Scholarship
- Former SG President Bobby Moakley raised $11,000 for scholarships. SG will be evaluating applications at the end of the month and will be awarding $2,200 to five different RSOs.

SG Survey Administration
- Surveyed students from March 14-18th. Students received merchandise. This was the most foot traffic we’ve ever had and we reached a 12.5% response rate overall, with 1,855 students responding.

Survey Questions:
1. Have you ever needed legal advice during your time at RIT?
   - They are discontinuing this relationship as 91% of students have not needed legal advice.
2. SG has committees that advocate for students. If you have a concern, what are you most likely to do?
   - Reach out to staff
3. Where would you like to receive updates?
   - Over 66% said they wanted email updates.
4. How confident are you in SG being able to represent students?
   o They are learning about what more they can do as the majority are only moderately confident.
5. How satisfied are you with your RIT experience?
   o The majority are moderately or extremely satisfied

There was a strong correlation between those who reached out to SG and those who are confident with UC-85-2022 their abilities. Students who do nothing if they have an issue are more likely to be overall unsatisfied with their RIT experience. About 80% of students who were confident in SG are very satisfied overall with their time at RIT.

We have really had a dream team, the majority had never been in SG, and they rolled up their sleeves and got right to work. We are one department at RIT that has had no vacancies. Their partnerships show why this model works and why having students at the table is so important.

Comment: Exemplary leadership this year. Fellow student senators, it has been a really great year and is fun to reminisce.

Strategic Plan Goal 6: Hire, promote and retain diverse staff in #'s to commensurate with faculty & student bodies. (presentation files available on RIT Digital Archive)
Jo Ellen Pinkham, Associate Vice President and Chief Human Resources Officer

This presentation is a follow-up to Enid Cardinal’s Feb. 16, 2022 presentation on the RIT Strategic Plan (SP). A question about SP Goal 6 was raised and Dr. Munson suggested that Jo Ellen was the best person to respond.

Although HR works with many offices toward achievement, they are the lead for metrics and measures for hiring, promoting, and retaining staff. In the actual attempt to achieve this metric, they have been tasked with looking at the IPEDS (Integrated Postsecondary Education Data System) data.

This goal looks at broad swaths of staff in positions with over 100 incumbents with gaps to market availability (AAP #s):
- CES 1 – Information technology-related positions
- COM 1 - Interpreters
- COM 3 – All other community service, legal, arts, and media related.
Groups not in these areas are administrative support and business. Finance, accounting, and HR are in the Business sections.

AAP: Affirmative action plan
RIT has guidelines with availability estimates, showing what they classify as minorities and women in various classifications. All inputs come into the data that they evaluate.

The data is tracked on a quarter basis, and they report to the Diversity, Equity, and Inclusion Committee of the Board of Trustees three times a year.

- The plan year runs from Oct 1 -Sept 30. The strategic plan goals are based on the 2025 achievement year. Specific focus in each category of gender and underrepresented status.
The goal in 2025 for CES 1 positions is 29.1%. They are on track to meet this.

- The ALANA and AALANA are also determined. They have achieved the 2025 goal for ALANA. They have an area of concern in AALANA. This does not include Asian and pacific islander and are four points below the desired spot.
- We have so many females in the interpreter ranks that they did not measure it. They are still a few points low on the AALANA group.
- As they are looking at this data, the real work needs to be done in AALANA. The are working do disaggregate this data to get a benchmark of where to go.

All Staff:
- Underrepresented Data between 2020 and 2021. Prior to 2020 and 2021, the overall headcount remained stable.
- During the hiring freeze in the 2020-2021 year, they saw this drop and more attrition. The biggest loss was in white and unknown populations.

### Race Trend: All Staff as of September 30

<table>
<thead>
<tr>
<th>Race</th>
<th>2020 Count</th>
<th>2020 %</th>
<th>2021 Count</th>
<th>2021 %</th>
<th>Gain/(Loss) Count</th>
<th>Gain/(Loss) %</th>
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</thead>
<tbody>
<tr>
<td>Asian</td>
<td>63</td>
<td>2.50%</td>
<td>68</td>
<td>2.77%</td>
<td>5</td>
<td>7.9%</td>
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<tr>
<td>Black or African American</td>
<td>227</td>
<td>9.01%</td>
<td>235</td>
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<td>Hispanic</td>
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<td>Native American</td>
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<tr>
<td>Pacific Islander</td>
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<td>2</td>
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</tr>
<tr>
<td>Two or More</td>
<td>37</td>
<td>1.47%</td>
<td>36</td>
<td>1.47%</td>
<td>(1)</td>
<td>-2.7%</td>
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<tr>
<td>Unknown</td>
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<td>24</td>
<td>0.98%</td>
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<tr>
<td>White</td>
<td>2012</td>
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<td>1943</td>
<td>79.24%</td>
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<td>Grand Total</td>
<td>2519</td>
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<td>2452</td>
<td>100.00%</td>
<td>(67)</td>
<td>-2.7%</td>
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</table>

All this data is all self-reported at the point of hire. If someone chooses not to complete this, HR does not guess. They do not make any judgments.

**Q:** Does “two or more” fall into the AALANA category?

**A:** We have several individuals identifying with two or more races.

CES 1, COM 1, and COM 3 all aggregated: they have made improvements in many of these areas. Just for this category, there was a drop in individuals across these categories even though the percentages are higher.

- We look at the stages of hiring, the pools and the conversion rate, and external recruitment.
- Forty-two percent of the females who applied met the requirements and over 60% were hired. They are hiring more females in the pool.

**Q:** We can recruit specifically with AALANA, they have had this discussion several times, but it seems that while they can recruit well, they are not able to retain as well.

**A:** You are correct. We are losing folks. It is one thing to look at one point. We had fifty-one hires in these categories. But what else happened? We did have thirty-six promotions; this is a change in grade
within these categories. That is what this number means. You can see in the disaggregated data of who is leaving. We have been paying attention to the Black and African American categories. It is a lot easier to retain than to hire new people. We need to pay more attention to retention than hiring. The net change tells us that we are doing okay on the female side. We are doing well in the Hispanic category.

**Action Steps:**

- Engaging leaders. We partner with leaders at all levels to bring in members. This all starts with the executive diversity committee. They extend this conversation to the deans and provost.
- Hiring supervisors and managers are key and they are working on an inclusive leadership model and are making sure to have robust education that is not just at the time of hire.
- Retention and development: We need to turn attention here.

In HR, we have four people working in the talent acquisition area and we really do partner with leaders at all levels in the organization to bring in, to attract, retain, and advance staff members. Working with the race and ethnicity action plan, they were able to have an assistant director in staff recruitment and diversity outreach.

We have hired sixteen individuals from a job fair in the city last month and many of these people are women and underrepresented. We are doing similar types of work to attract new employees.

Retention. They are, in an effort to keep individuals, intervening as needed. They work to help convince them that RIT is the right place to stay.

Analysis of Exit information. They were not comprehensively capturing this a year ago and they have much more robust data in exit interviews.

Advancement: In terms of career ladders, they have done some work here. Research positions with formal opportunities to advance have been identified and they are looking to have the same level of structure across the university.

Finally, they are revisiting activities that were derailed during COVID.

**Q:** I noticed that recently that the wage bands are not published. Why is this?

**A:** For some jobs, they are not published. For most postings, you can see this on Career Zone. We have three people in compensation. They are a bit behind in compensation and have lost good people when the wage is not given. They are working to help set appropriate salary expectations.

Salary inflation is putting tremendous pressure on the university. We are seeing internal and external poaching and people leaving the job market. The work from home and flexible job opportunities are impacting underrepresented staff more than others.

As of yesterday, we have 182 open staff positions. We have been running just shy of two hundred. There are forty-two pending hires currently. If we do not move quickly, we are losing candidates.

**Q:** What does Individual interventions for retention’ mean?

**A:** If someone is going to leave, they check in with them and ask what they need to stay and try to get them to remain. Sometimes they cannot match an expectation.
Q: Looking at the AALANA data, why is the goal at 19% if we are already at 19.7%?
A: This figure is just based on the strategic goals. They know they are already above it, but that does not mean they are going to stop trying here. All the groups come together to determine how broad the representation is. We are not suggesting that they will give up on the goal. This is the baseline and we will keep going.

Q: Staff have some rules about when they are allowed to take classes and pursue degrees. Some staff must get permission on a class-by-class basis. Can these rules be loosened? It would be nice to have more staff who want to take the class be able to. Anything that would make it easier would be great.
A: It may have something to do with taxation, based on if it is job-related. Part of this policy is getting permission from the supervisor if the class meets during normal working hours. There are some interesting laws about pay as well.

New Business
- Some concerns have been raised among faculty and staff regarding the RIT Service Center. It is frustrating that you cannot contact the person you want to talk to. Do you foresee that they will be able to call instead of creating a ticket?
- Dr. Munson commented:
  - Our system was pioneered in Jim Watters organization prior to the pandemic. They are bombarded with lots of questions, and many were the same which is why they built a system for the university.
  - If a person has been here for a long time, they should be able to locate who they want to talk to, but new people are having difficulty doing this.
  - We do have a lot of data but if we had specifics on the kinds of issues where we have trouble with, that would be good to know.

Meeting adjourned at 5:00 p.m.

Attendance – see next page.
## Attendance April 13, 2022

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<tr>
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Key: EC=Executive Committee; AS=Academic Senate; SC=Staff Council; SG=Student Government

Interpreters: Carolyn Kropp and Donna O’Brien