**University Faculty Organization Committee**

**Action Item for October 2021**

October 4, 2021

Online Meeting (Zoom)

Members Present:

* Melissa Wells (COE), UFOC Chair
* Kelly Yoon (COB), UFOC Secretary
* Brad Lamphere (CAS-BIOL)
* Smita Jain Oxford (COB)
* Kevin Good (COE)
* Brooks Kuykendall (CAS-MUS)

Absent: N/A

**Handbook Language: Faculty Marshals**

* At the 10/4/21 meeting, the committee made the following motion to update the language in the handbook language describing the organization of Faculty Marshals to read as follows:
  + 8.2 FACULTY MARSHALS Faculty Marshals direct the faculty and students during graduation and Honor Convocation, and at any other event where faculty formally process in regalia. The Grand Marshal leads the party platform, carries the mace, and convenes and concludes the graduation ceremony from the podium. There are ~~six~~ three to five Faculty Marshals in total: one to two undergraduate Faculty Marshals, ~~and one undergraduate Grand Marshal as well as~~ one to two graduate Faculty Marshals, and one ~~graduate~~ Grand Marshal. ~~The graduate Faculty Marshals will be drawn from among the graduate faculty.~~ While preference will be given for undergraduate faculty to serve as undergraduate Faculty Marshals and graduate faculty to serve as graduate Faculty Marshals, teaching in the specified area for service for Faculty Marshals is not required. Faculty Marshals shall be full-time members of the faculty with at least five years of service; Grand Marshals must have at least 10 years of service. All Marshals shall be appointed by the University Faculty Organization Committee by the same process used to appoint members of faculty committees, as specified in sections 2.5 and 2.7. Both Faculty and Grand Marshals serve three-year terms and may serve consecutive terms. Marshals are expected to attend Honor Convocation and graduation ceremonies, graduation rehearsal, and graduation planning meetings hosted by the Provost. ~~These procedures are in effect starting in 2019~~.”
* Rationale: In September 2019, discussions began in UFOC about how to re-design the marshal structure to allow for training new marshals while also adjusting to the new combined graduate/undergraduate commencement ceremony. Nina Mikhalevsky originally suggested one Grand Marshal, 2 undergraduate Faculty Marshals, and 2 graduate Faculty Marshals be appointed. The current handbook language still includes two Grand Marshals—one for undergraduate and one for graduate—which is not necessary with a combined graduation ceremony. A minimum of two Faculty Marshals are necessary to lead in the two student lines; having separate leaders for undergraduate and graduate student lines (4 in total) is helpful, but not an absolute necessity. Therefore, this handbook language would (1) clarify the roles/expectations of Faculty Marshals, (2) consolidate the Grand Marshal position to one role, (3) increase flexibility of allowing undergraduate or graduate faculty to serve as undergraduate or graduate Faculty Marshals, and (4) increase flexibility of having a minimum of three or maximum of five marshals, depending on interest (UFOC would seek nominations to fill all 5 roles, and then if there aren’t enough people interested, a mimium of two Faculty Marshals and one Grand Marshal would be appointed). These procedures would take effect in the 2022-2023 faculty handbook.
* The motion passed unanimously.