

COLLEGE ASSEMBLY

FEBRUARY 19, 2004

I. CALL TO ORDER

The meeting of the College Assembly was called to order at 12:30 p.m. on Thursday, February 19, 2004 in Room 332 of Bobet Hall. Dean Frank Scully chaired the assembly and secretary Ms. Andrell Gautier was present. Rev. Leo Nicoll, S.J. led the invocation.

The motions to amend and approve the minutes were accepted and agreed unanimously.

II. ANNOUNCEMENTS

A) Family Weekend

Dean Scully reminded the faculty of the Shadow Program. He said that this is a very popular event and has been extended all day. The Dean asked that many faculty members get involved. Also, Dr. Scully asked that those who are involved in Study Abroad, please participate in the Study Abroad Fair.

*Added Announcement - President Search Committee

Though the item was not on the agenda, Dr. Earl Richard inquired about the status of the Presidential Search, since he has not received any information about this matter. Dean Scully said that apparently there is not anything coming out of the Search Committee but he did announce to the College what he knows based on a report from Provost Harris and faculty member, Dr. McCay. The Dean stated that the candidates have been narrowed down. They will be conducting interviews in town but the candidates will not be on campus until they have been appropriately screened. After that process, the candidates will be brought to campus to meet with faculty members. He also informed the assembly that the candidates are all Jesuits. Dr. Richard said that he is surprised about the lack of concern on this issue. He stated that he has not heard any report from anyone on the committee and the Chair refuses to come to the Senate until a later date. He announced that according to an email he received from the Chair of the Presidential Search Committee, that person was the only one authorized to speak on this issue and any report from anyone else is just a rumor. Dean Scully said that he will be happy have a motion for discussion later in the meeting under New Business.

*Added Announcement – FYE Committee

Dr. Joyner announced that the First-Year Experience Committee (FYE) has chosen the book, *Savage Inequalities* by Jonathan Kozol for Fall 2004. She is currently trying to nail down a date for his appearance on campus in early September; an email will be sent throughout the campus. Dr. Joyner reminded faculty that Fall book orders are due soon and to please consider incorporating the book, or at least pieces of the book, into your courses. Dean Scully said that his office will have copies of the book available to interested faculty. Dr. Joyner also added that an excerpt of the book, courtesy of Dr. Ed McCaughan, will be posted on the FYE webpage in the near future.

B) Intellectual Property Policy Committee Make Up

Dean Scully said that the Committees from which membership will be drawn have been notified and have also been asked to choose their representatives. He said that he hopes to have this information very soon because we need to have something in place by the end of the year.

III. OLD BUSINESS

A) Salary Recommendation

The motion was addressed before the floor. Dr. Marcus Smith amended his original motion to include *national* CPI and to add a more flexible percentage of *2 or more percent*. With no further discussion, the question was called. The vote was unanimous in favor of the amended motion. Dr. Stephen Scariano stated that since a quorum was not present now the motion goes for a mail ballot, which the Dean affirmed.

Motion: For AY 2005-2006, the faculty of A&S requests the UBC recommend a raise pool for faculty salaries on a minimum of inflation (national CPI) plus 2 or more percent.

The faculty of A&S asks that the Dean communicate this expectation to the Provost and the UBC at the beginning of budget deliberations for AY 2005-2006.

IV. NEW BUSINESS

A) Discussion of College Needs/Plans for SACS Reaccreditation

i. Overview of SACS Needs by John Cornwell

Dean Scully asked John Cornwell to speak to the College. Dr. Cornwell said that the SACS reaffirmation process is quite different from ten years ago. He then gave a time-frame of important dates that the College needs to keep in mind, all leading up to the final commission report in December 2006. Dr. Cornwell said that the official kick-off date is June 2004. On August 15, 2005 the university will submit a complete Certificate of Compliance to SACS; this process will all be done electronically. Unlike the past, they will not be on campus. Dr. Cornwell said that the worst-case scenario concerning the compliance is that after review, we would have to go back and redo things during the Christmas holidays of 2005. Ultimately, his goal is to minimize any need for re-work and do it right the first time. January 2006 is the Quality Enhancement Plan (QEP) deadline. He said that this resembles the process of self-study in the past and will involve the entire campus community--the QEP will be an ongoing process. The impact right now on academic departments is working and updating departmental web-pages and Dr. Joyner is leading the effort in regards to learning outcomes, assessment and planning. The main issue, Dr. Cornwell said, is that we provide evidence to SACS that we know how to run a university. There will be a site visit in Spring 2006 but only to discuss the QEP. Dr. Nancy Dupont suggested to Dr. Cornwell that he keep faculty involved in every step regarding this process. Dr. Joyner explained that there is a leadership team that will be constituted in the near future who will ensure that the faculty is informed.

Although the leadership team will involve a small number of representatives, at the University level, this should not be interpreted as precluding the full and active involvement of faculty in our reaffirmation efforts, since departments must illustrate an integrated process of planning, budgeting and assessment and a commitment to continuous improvement. She strongly suggested to Dr. Cornwell, as a representative of the Provost's office, that we schedule at least one town meeting for the end of this semester to make SACS expectations more explicit to the faculty. Dr. Joyner then asked Dr. Cornwell whether a budget is attached to the SACS process. Dr. Cornwell said that there is no budget this year but he will have a budget for the next year and the year after. Dr. Joyner asked what level of support the College of A&S can expect for the next two years. Dr. Scully asked specifically whether his office will get dollars for personnel and consulting or to funnel to departments. Dr. Cornwell said that his purpose is to support anyone who is working on SACS any way he can. Members of the Assembly interrupted, so that Dr. Mary McCay could present her report on the Presidential Search to the College.

***Added New Business – McCay Report on Presidential Search**

Dr. Mary McCay, a faculty member on the Presidential Search Committee, addressed the College. She said that the committee has met three times. Dr. McCay said that she spoke with Sr. Anne Ramagos, CSJ, Executive Assistant to the President, before addressing the College and will talk about the process but will not mention names. She said that the committee started with five potential candidates but two were considered unacceptable and one withdrew. They originally invited thirty individuals to apply. The remaining two candidates are male and Jesuits. She then said that the process is slightly different from before because the committee is going to meet with each candidate to screen them prior to an on-campus meeting. Dr. McCay also stated that at the end of the last meeting, a member of the committee suggested someone else as a potential candidate and the committee responded that they would contact that person. Dr. Marcus Mahmood inquired about how close we are to opening the search to a non-Jesuit, if the two candidates prove to be unsuccessful. Dr. McCay responded that if these two candidates were unacceptable, she feels the committee would have to recommend outside the Jesuit pool because they have already invited all eligible Jesuits for the position, but she cautioned that the Board could overturn their decision. Dr. McCay concluded her report with the reminder that the committee has to make a recommendation by the end of April, and told the College to send any questions to ask the candidates to her email address, mccay@loyno.edu.

ii-v. Conference on Assessment and Activities in Sociology, Drama and English

Drs. McCay, McCaughan and Professor Gresham all attended an off-campus conference on departmental assessment and activities. They presented their experiences to the College. Dr. McCay said that our focus should be what we have to do to make it possible for our students to achieve the goals we want them to achieve. She also stressed that you can not answer anything on assessment until you determine your mission and goals. Dr. McCaughan found the workshop on learning how to assess student learning outcomes very helpful. His approach is to have an all day retreat for his department to work collectively, but part of his concern is trying to assess an entire program. He also showed a model from the workshop based on goals and the tools and instruments to achieve these goals. Dr. McCaughan also recommended developing a portfolio-based model of student assessment, where a team of faculty would collectively review these portfolios. Dr. McCaughan stressed that this process is not about grades but about whether in our teaching of students, we are actually achieving

what we intend. Dr. Joyner announced that the Dean's Office has a library of resource materials regarding assessment to be checked out by faculty members. In addition, she added, an academic outcomes assessment document that applies to all departments has been created. This explains direct and indirect indicators that can be used to measure student learning outcomes. Lastly, Dr. Joyner said that she started developing sample departmental assessment plans, not to adopt, but to give a starting point based on what's going on at other universities.

Back to Questions about SACS

Dean Scully went back to the floor for questions addressed to Dr. Cornwell but the Dean emphasized that we need to continue this discussion for the next meeting. Dr. Nancy Dupont said that what concerns her is that top management may not understand the necessity of a clear process. She added that we need to educate them to the fact that things need to be implemented in the proper way and suggested that maybe they are not informed as they should be. Dr. Cornwell agreed and said that he spoke with the former President about this. He did inform the College that SACS states that reaccreditation is a President-level responsibility, not a Provost-level responsibility, and the new President needs to know that this is important and that decisions and operations should go through an integrated process. Dr. Dupont agreed and stressed that there needs to be a clearer understanding of what our participation in the process is.

Dean Scully had to end the meeting due to time constraints. Dr. Joyner was unable to make her presentation but the Dean agreed that these issues will continue for discussion at the next College Assembly meeting. The meeting was adjourned at 1:45 PM.