

COLLEGE ASSEMBLY

NOVEMBER 18, 2004

I. **CALL TO ORDER**

The meeting of the College Assembly was called to order at 12:30 p.m. on November 18, 2004 in Room 332 of Bobet Hall. Dean Frank Scully chaired the assembly and Carol Terre was present. Rev. Leo Nicoll, S.J. led the invocation.

II. **APPROVAL OF MINUTES**

The minutes of September 9th and October 21st were passed unanimously.

III. **ANNOUNCEMENTS**

Dean Scully announced that the report from the UBC 10 year Financial Document and the salary Report for 2004-2005 are on file in the Library.

Dr. John Biguenet announced the work of the Quality Enhancement Plan (QEP) team and stated that the committee will be accepting comments and proposals for the next month. He also stated that the faculty could visit the web site for more information. The web page on proposed topics, <http://www.loyno.edu/sacs/qep/qepthemes.html>, offers the options of downloading all proposals in a category, submitting comments on proposals, or reading comments already submitted. The QEP Team is sponsoring a Soup & Substance discussion on Thursday, December 2nd, from 12:30 – 1:45 in the Audubon Room

IV. **REPORTS**

A) Report from Ad Hoc Intellectual Property Rights Policy Committee

Dr. Mary Blue gave the report since the Chair of the committee is on sabbatical. Mary presented changes in the proposal of the policy. The AAUP had reviewed the previous policy but have not commented on the corrected document. Copies of the document will be made available in the Library and will also be placed on the web for all to review. This document will also be presented to the University. When reviewing the document, please remember that the corrections of the document are made in **blue** by Dr. Mary Blue and the material in **red** are those of Dr. Ed Kvet.

B) Report from the College Planning Team (CPT)

Dr. Ed McCaughan reported on the CPT Committee. Ed gave a report on the updated membership, priority strategies and issues and the committee's objectives. He also informed the faculty that they could visit the web page for a detailed list of the objectives.

C) Report from SORC

Dr. Ralph Tucci reported on the SORC Committee. He discussed and presented information regarding SORC's process for determining raises for both merit raises and equity increases. He also mentioned the vitae update stating that SORC would like to receive the vitae updates in January and in scoring a faculty member, it would be best to round up the score as opposed to using small fractions.

In response to Dr. Ralph Tucci's report, Dr. Mary McCay moved that the College develop a process for evaluating and awarding yearly raises to Extraordinary Full Time and Part Time Faculty. The motion was seconded. At this point, Dr. David Moore stated that this needs to be handled at the

University level, not at the College level. Dr. Mark Fernandez agreed with Dr. Moore and asked at what level do we need to address this issue. Dr. Steve Scariano then asked that Dean Scully approach the Provost with this matter. Further discussion ensued regarding Part Time salaries. It was suggested that a portion of the raise pool should be given to the Part Time faculty and it was stated that there are a number of Part Time faculty that have not received an increase in many years. Then the issue of the Memorandum of Understanding was brought up by a faculty member stating that monies coming into the Law School go towards Part Time faculty. It was stated that the Law School give whatever % they want towards raises. However, if we were to look at the Memo of Understanding again you will see where raises should not be used for Part Time salaries. Dean Scully stated that he will speak to the Provost and invite him to a meeting. Dean Scully would like to have an agenda of questions for Dr. Harris to address.

V. OLD BUSINESS

Dr. Tom Smith reported that the ballots for the Task Force on Academic Advising will be going out very soon. The Task Force will consist of 2 members from each division in the College and 2 DSAC Representatives.

VI. NEW BUSINESS

Dr. Lynn Koplitz reported on the proposed changes to the Loyola Honors Program and discussed our

Program in relation to other programs around the country. Lynn distributed handouts regarding the Proposal to be considered by the Assembly. One of the major changes was to lower the credits from 48 hours to 27 credits. Dr. Patrick Bourgeois stated that cutting the credits needed to be looked at before

any decisions are made. At that point, Lynn's proposal elicited a written response from the Philosophy which was distributed to the faculty. Discussion ensued. Since time ran out, another meeting of the College is scheduled December 9th where this issue will resume.

Meeting adjourned at 2:00 p.m.