

# COLLEGE ASSEMBLY

APRIL 28, 2005

## I. CALL TO ORDER

The meeting of the College Assembly was called to order at 12:30 p.m. on Thursday, April 28, 2005 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.

## II. APPROVAL OF MINUTES

The motion to approve the minutes of March 31, 2005 was accepted with no changes.

## III. ANNOUNCEMENT

Dr. Laurie Joyner announced the *Champagne and Chocolates Faculty Development* event on Friday, April 29, 2005. Dr. Joyner added that this is to support FYE and said there will be faculty members from multiple disciplines to talk about how to incorporate the theme *Nickel and Dimed* into courses; highlights of events already scheduled will also be discussed.

Dr. Davina McClain passed out a summary to the Assembly concerning what has been going on with the fellowship and scholarship applications [College Assembly Davina Report.rtf](#). Dr. McClain said that a total of ten students applied for various scholarships and fellowships, with the majority coming out of Arts and Sciences. Dr. McClain also distributed referral cards to faculty for those students who meet the criteria. Dr. Scully announced on behalf of the College Assembly that he is very grateful for the work that Dr. McClain has done this year.

## IV. NEW BUSINESS

### A) Recommendation of the A&S Task Force on Academic Advising

Dr. Kate Adams addressed the Assembly and distributed a document titled *Recommendation of the A&S Task Force on Academic Advising*. The task force came up with five recommendations but Dr. Kate Adams stated that the Assembly will not be voting on anything today. The first recommendation deals with first-year advising being coordinated through the Dean's office—students would also not declare a major their first year. Instead a student would enroll into areas of interest, separated by divisions. The task force agreed that this would help lower the advising load for some larger departments, like Communications. The second and fourth recommendation is to have ongoing training for advising and possibly designate “master/mentor” advisers who will support the development of quality advising for sophomores, juniors, and seniors. The third recommendation is assessing the quality of performance and creating some sort of evaluation of advising. The fifth recommendation consists of department protocols being modified to make provision for good advising by adjusting service loads and by having specific criteria for salary recommendations. Dr. Adams said that the task force is making the proposals but would like the assembly to discuss it with department members. She added that these ideas are all being adapted at other universities with success. Professor Gresham said that in her department [Drama and Speech] there would be some difficulty with the first year advising recommendation. Dr. Scully agreed and said that there are several programs in the College where you need to be advised appropriately in your first year. Dr. Mary Blue said that anyone could probably advise first-year students but there needs to be some sort of assessment of what the student wants. Dr. Jane Chauvin [a member of the task force] said that they looked at a number of models and the heart of it was that they feel the advising experience of freshman has a lot to do with retention. Some faculty like to advise while others do not. In thinking

about it, Dr. Chauvin said the focus was about how to make the freshman experience a valid and enjoyable academic experience that would also be “key” to retention. Dr. Scully said that he does not believe there is a consensus about what we are supposed to be doing as advisers. Dr. Henley suggested that maybe our thinking needs to shift where we utilize our “best” advisers for the freshman class. Dr. Scully said that this is something that departments need to start talking about with their colleagues.

**\*Added Item**

**B) Resolution Requesting on Use of Electronic Balloting in A&S College**

Dr. Conrad Raabe distributed a document titled *Resolution Requesting Report on Use of Electronic Balloting in A&S College Election* to the Assembly. Dr. Raabe said that in a previous Faculty Senate meeting it was stated that faculty participation in balloting is *too much of a nuisance*. He created this formal resolution asking the Dean to find a method of electronic voting that meets the following criteria: privacy, confidentiality, and cost-efficiency. Dr. Raabe said that this is something that does not have to be done today but there needs to be an idea of how to set up an electronic voting system, as well as a better process. Dr. Mary McCay requested a friendly amendment that **Line 15** be changed to *Dr. Conrad Raabe* and not Dean Scully. Dr. McCay strongly feels that it is not up to the Dean's Office but rather the faculty. Dr. Raabe rejected the friendly amendment on the basis that he believes the elections committee does have a vested interest in this. Another friendly amendment by Dr. Mark Fernandez was suggested to include in **Line 18** the word *accuracy*; Dr. Raabe accepted that amendment. Dr. Scully said that he is very supportive of having an electronic voting system. Dr. Lynn Koplitz stated that Dr. John Cornwell has the software and suggested that we use it. The Dean said that he will look into it. Professor Gresham suggested that we include a notation of who has an interest in serving on a committee. The matter will be discussed as next year's business. There were no demurs to suspending the rules and all were in favor of the motion.

The Dean wished everyone a great summer. The meeting was adjourned at 1:30 pm.