

**Humanities and Natural Sciences College Assembly
December 6, 2012**

MINUTES

I. Call to Order

The assembly was called to order at 12:30 p.m. by Interim Dean Maria Calzada in Bobet Hall 332. Attended: Altschul, Anderson B., Anderson R., Anzelmo, Beard, Berendzen, Birdwhistell, Brazier, Brice, Brungardt, Cahill, Clark, Corbin, Crago E., Dewell, Doll, Dorn, Ewell, Farge, Fernandez, Goodine, Gossiaux, Gruber, Hauber, Henne, Hrebik, Kargol, Kelly, Keulman, Khan, Koplitz, Kornovich, Leland, Mabe, McCay, Mix, Moazami, Moore, Mui, Nystrom, Peterson, Philip, Rodriguez, Rosenbecker, Rupakheti, Saxton, Sebastian, Shanata, Salmon, Spence, Tan, Tucci, Underwood, Vacek, Walkenhorst, Welsh, Willems, Yakich, Zucker, and Associate Dean Hunt.

II. Invocation

The invocation was given by Sr. Elizabeth Willems

III. Approval of Minutes

The minutes of October 18, 2012 were approved by voice vote, with no objections and one abstention.

IV. Announcements / Guests

1. Guests Mr. Phil Rollins and Mr. Adam Parker, Online Learning Team, Monroe Library, invited faculty to submit ideas, proposals, and obtain their assistance to develop online courses, assessments, templates, etc.
2. Two 25-student classrooms are available in the new law building.
3. Senate awards deadline is December 10.
4. HNS Christmas party is December 6, 3:30-5:00 p.m.
5. Rev. Uwem Akpan, S.J., author of "Say You're One of Them," award-winning collection of five stories, each set in a different African country, will discuss and read from his book on February 18 at 7:00 p.m. in Nunemaker Hall. Fr. Akpan will be available on February 19 for visits to classrooms; scheduling is through Lynda Favret.
6. Dr. Frank Jordan's new baby daughter, Adelind Rose, was born December 5.
7. Faculty/Staff Campaign contributions are still welcomed and are tax deductible.
8. Film screening and discussion of "For Neda," will be presented by Mr. Saeed Kamali Dehghan on December 10, 6:30 p.m. in Bobet 332.
9. "A Weekend of Persian and Arabic Jazz" will be December 7-9, Zeitgeist Multi-disciplinary Arts Center.
10. "Prastio Mesorotsos, Cyprus," Archaeological Field School offering is June 22-July 27; independent study credit may become available for Fall 2013; Dr. Connie Rodriguez is the contact person.

V. Reports

1. Monroe Hall – Dr. Kurt Birdwhistell displayed website updates and described developments: relocation of MO-470 computer classes to MA 105, Chemistry's 1st floor lab hallway to feed the front staircase, fire alarms to be observed by contractors' workers, construction quiet time

during exams, Steering Committee to meet in January and every two weeks thereafter for updates and selection of materials, interior work begins December 20 on asbestos abatement according to strict protocols, link to updated plan to be forwarded to chairs and faculty, Council of Chairs to meet January 6 with Bret Jacobs, and the Provost will visit College Assembly on January 17.

2. Dean Search – Dr. Lynn Koplitz reported that the search committee’s second meeting reduced 45 files to 16 for review by consultants, resulted in 8 semi-finalists’ files for review by respective tenure departments, and the search committee’s dates to meet finalists are January 10, 11, 14, 15, 22, 23, 24 and 25.

VI. Old Business

1. Concerns about Planning/Decisions

2. Dr. Calzada displayed the draft document, which was previously distributed to faculty. She explained that the document was in response to the lack of transparency in space decisions, was developed in discussions, advanced in the College Planning Team, and reviewed by the Council of Chairs. The assembly further discussed the document and accepted Dr. Fernandez’s suggestions to delete mention of effects on morale, and to concentrate on their interest in transparency and issues of future decision making. Dr. Calzada called for a resolution.

Motion was made and seconded: *Dr. Fernandez will edit the last three paragraphs and send the revised document to the College Planning Team.* Move to call the question was made, seconded and passed. Voice vote on the motion was unanimous. Dr. Calzada said the motion passed.

3. Motion re Part-time Faculty Representation

Dr. Calzada presented the motion, as previously distributed and reviewed by the ad hoc committee, the College Planning Team and Council of Chairs. A faculty member asked the Parliamentarian if a decision could be made without a quorum. Because no one made a request for a quorum, no count was called.

Motion: *The ad hoc committee created to resolve the problem regarding voting issues for part-time faculty proposed the following changes to the HuNS Faculty Handbook.*

ARTICLE II

The membership of the Assembly shall be composed of the Dean, the Assistant/Associate dean, and all members of the faculty. Full-time faculty members have one (1) vote and half-time faculty members (defined as part-time faculty teaching at least six contact hours but less than full time in a given semester) have one-half (1/2) vote.

ARTICLE V

Procedure for Meetings of the Assembly

1. *Quorum*

A quorum required and sufficient for voting shall be constituted by a simple majority of the full-time faculty of the College, inclusive of the president.

The motion was seconded, discussed, and the question was called. Vote on the motion was by show of hands: 36 in favor, 11 opposed, and 1 and 1/2 (vocally clarified) abstained. The motion passed.

4. Motion to Establish a Consistent Committee Replacement Policy in the College

Dr. Calzada displayed the motion of October 18, as made by Dr. Nathan Henne and redistributed with the previous and current agenda. The motion was discussed. A faculty member's proposed amendment to strike approval by the College Planning Team was disallowed by the Parliamentarian. Vote to call the question was made and seconded. Vote on the motion was by voice, with the majority heard in favor, none heard opposed, and abstentions heard resulted in a show of hands, with five abstained. Dr. Calzada announced that the motion passed. Accepted wording:

Motion to establish a consistent committee replacement policy in the College of Humanities and Natural Sciences

HuNS should adopt a consistent policy for replacing committee members when they will be absent (for sabbatical or other planned leave) from college meetings for at least one semester but not for more than a year. For consistency and fairness purposes this policy should apply to: members of all college committees; and to all college members who serve on university committees, unless the university committee has another procedure for replacement in its protocol, in which case the university committee's policy shall supersede this unified college policy.

Move that HuNS committee members, elected through the College Election Committee (CEC), who will experience planned absences of at least one semester but not more than a year, shall appoint their own replacements for those committee seats, unless a university committee has an established procedure for replacement in its protocol. These replacements shall be subject to approval by the College Planning Team in an up or down majority vote. If the absence will be for more than a year, the College Election Committee shall run an election to replace the member. If the absence will be for less than one semester, normal proxy rules shall apply. If the absence is not planned and lasts more than a semester, the CEC shall run a new election.

5. Motion: Suggested Revisions to the Faculty Handbook of the College (Dr. Maria Calzada)

The allotted assembly time elapsed before the motion was considered.

VII. New Business

Suggested Revision to the Faculty Handbook: "Redistribution of Faculty Time" (Dr. Maria Calzada)

The allotted assembly time elapsed before the new motion was considered.

VIII. Move to Adjourn

The assembly was adjourned at 1:50 p.m.