

HNS COLLEGE ASSEMBLY

January 22, 2009 -- 12:30 PM

Bobet Hall, Room 332

Agenda

I. Call to Order

II. Invocation

III. Approval of Minutes of November 20, 2008

IV. Announcements

1. Parliamentarian -- Dr. Roger White, Vice Provost
2. Public Affairs and Publicity -- Mr. Sean Snyder, Public Affairs

V. Reports

VI. Old Business

1. Plus and Minus Grades (see attached)
2. Pilot On-line Course Evaluations (see attached) -- Dr. Lynn Koplitz

VII. New Business

1. Strategic Planning -- Dr. Edward J. Kvet, Provost and Vice President for Academic Affairs
2. Student Retention -- Mr. Salvatore Liberto, Vice President for Enrollment Management
3. University Budget (see attached) -- Mr. Jay Calamia, Vice President for Finance & Administration

VIII. Move to Adjourn

Attachments:

- Plus and Minus Grades (2 pages)
- Pilot On-line Course Evaluations (1 page)
- University Budget (12 pages)

Motion to Adopt a Plus-Minus Grade Grading System

The Standing Council for Academic Planning recommends that Loyola University New Orleans adopt a plus-minus grading system that would equalize our grading with other schools and support our students in applying to graduate and professional programs by utilizing the following grading scale and implementation plan:

Grading Scale

Grade	Quality Points
A	4.00
A-	3.70
B+	3.30
B	3.00
B-	2.70
C+	2.30
C	2.00
C-	1.70
D+	1.30
D	1.00
F	0.00

Implementation Plan

1. Academic work earning a grade of C⁻ at other universities will not be accepted for transfer credit at Loyola because it falls below the requirement of C or above. [Note: Absent a minus grade system, Loyola currently accepts C- grades and treats them as a C.]
2. Several majors (e.g., accounting and communications) require a grade of C or better in introductory courses in order to progress in the major. A grade of C⁻ will not be accepted as satisfactory to meet the requirement in these cases. Implementation of the new grading system and impact on individual programs and colleges will be determined by the respective programs and/or colleges.
3. To graduate with distinction, students will be required to achieve the same grade point averages as they currently are, i.e., 3.5 for *cum laude*, 3.7 *magna cum laude*, and 3.9 *summa cum laude*.
4. A grade of D- will not be used.
5. Plus and minus grades will also be used in graduate and professional courses.
6. Admissions, Financial Aid, and Scholarship policies based on grade point averages will not be changed.

7. Implementation will take place beginning Fall 2009, pending approval of the colleges and University Senate, and in cooperation with the Student Government Association.
8. Grade point averages will be calculated using the quality points for grades at the time they were assigned. Consequently, a B⁺ awarded prior to Fall 2009 will be assigned 3.5 quality points and beginning Fall 2009, a B⁺ will be assigned 3.3 quality points.
9. Notations will be placed on the transcripts of at least three 4-year cohorts noting the change in the grading system.
10. The policy will appear immediately in the online *Bulletin*.
11. The Associate Deans' Council and each college's Dean's Student Advisory Council in cooperation with the Office of Marketing and Communications will be responsible for developing a communications plan to inform students of the new grading system.

Report to the College Assembly
Online Course Evaluation Pilot for HNS

1/18/09

L.V. Koplitz

During the fall semester of 2008, 15 volunteers teaching 38 courses participated in a pilot project to explore the advantages and disadvantages of conducting course evaluations online. At least one member of each of the ten HNS departments participated (see list below). The usual set of questions from the Assembly-approved HNS evaluation instrument were used for the online pilot. Responses were collected from students during the last week of classes. Survey Monkey was used to create the survey, send invitations to students by email, and gather responses. A summary of responses by course was delivered to each instructor immediately after the deadline for submission of course grades.

The overall response rate was 45% (327 out of 725 students invited to answer the online survey) with a 96% of respondents, 315, actually completing the survey. Response rates for individual courses ranged from 13% to 100% with an average of 49%.

Instructor	Courses Evaluated Online
Brungardt	HISTH235033,HISTT122002,HISTX241001
Dorn	BIOLZ138001
Doll	SPANA201001,SPANA310001,SPANH295033
Clark	PHILG294001,PHILU234001,PHILV245001,PHILV294001
Kargol	PHYSA240001,PHYSA340001
Koplitz	CHEMA105002,CHEMA107023
Lewis	PSYCA322001,PSYCA323021,PSYCX294001
McCay	ENGLV294001
Schmidt	CHEMA107024,CHEMA107026
Spence	CHEMA105001,CHEMA107021,CHEMA320021
Tucci	MATHA204001,MATHA211001,MATHA400001,MATHZ134001
Underwood	CHEMA107025,CHEMA306001,CHEMA320021
Walkenhorst	CHEMA107022
Wessinger	RELST122011,RESLU377001
Zucker	PSYCA315001,PSYCA316021,PSYCA414001,PSYCA488

Clear advantages of online vs. paper:

- (1) no paper
- (2) short turnaround time for instructors to get feedback
- (3) filtering capability to refine comparison groups
- (4) no class time required

Recommendations:

- (1) explore cost with CollegeNet
- (2) consider other evaluation instruments (questions) e.g. Stanford version

ACTION ITEM

REPORT OF THE FINANCE COMMITTEE

2009-2010 Proposed Budget

For the Board of Trustees meeting on December 12, 2008 the following exhibits illustrate the proposed Revenues and Expenditures for 2009-10. Also provided are projected Budgets for 2010-11 and 2011-12. This 3 year budget reporting format will be presented and updated at each Finance Committee meeting.

- Scenario I: Scenarios with enrollment of 750 freshmen, 115 transfers, 828 law.
- Scenario II: Scenarios with enrollment of 600 to 700 freshmen, 115 transfers, 828 law.
- Schedule A: Effects of Financial Results through 2011-12
- Schedule B: Enrollment Comparison
- Schedule C: Proposed Tuition Rates
- Schedule D: Unrestricted Endowment 7/31/09 Valuation Scenarios

Enclosed for your review are 09-10 Budget scenarios which the **Finance Committee** requested be prepared as well as the recommended **University Budget Committee's** Tuition, Fee and Salary increases incorporated into a preliminary 09-10 Budget.

The Budget Scenarios are in two parts.....a scenario predicated on an enrollment of 750 freshmen, 115 transfers, and a total class of 828 law students with varying percentage increases in tuition, salaries and operating. The scenarios are as follows:

Scenario I:

0% Tuition Increase	4% Tuition Increase	5.9% Tuition Increase	5.9% Tuition Increase
0% Salaries	3% Salaries	3% Salaries	3% Salaries
0% Operating	0% Operating	0% Operating	(10 %) Operating
6% Room & Board	6% Room & Board	6% Room & Board	6% Room & Board

Scenario II:

The second scenario is predicated on enrollments of 600, 650, and 700 freshmen, 115 transfers, and a total class of 828 law students with a 5.9% Tuition increase, 3% Salaries increase, 0% Operating increase and a 6% increase in Room and Board.

ACTION ITEM

**Summary Recommendations
2009-10 Proposed Budget
(Shaded Column)**

**Scenario I
Exhibit A:**

The University Budget Committee reviewed all of the above scenarios including other scenarios with higher tuition increases as well as differential tuition rates, all ranging from 2% to 8% and salary increases from 0% to 4%.

The budget proposal as recommend by the University Budget Committee for fiscal year 2009-2010 is predicated on an incoming Undergraduate class of 750 new students with an additional 115 transfers and readmits for a total of 865 new/readmits. For Law, we are predicting a class of 828 students.

The University Budget Committee has recommended a scenario with a 5.9% Tuition increase, 3% Salary increase, a 6 % increase in Room and Board and an Operating budget 10% less than in 08-09, resulting in a deficit of \$6.4 million to be offset by Business Interruption proceeds. Refer to Scenario I, Exhibit A. (Shaded column). Fr. Wildes, upon review of the recommendation from the University Budget Committee, supports the recommendation and it is hereby submitted to the Finance Committee.

**Scenario I
Exhibit B:**

The recommended increase to tuition for all new and returning undergraduates and law students is 5.9%. Total tuition and fees are budgeted to be \$101 million. Total Revenue is budgeted to be \$124.9 million. Residence Hall room rates and Meal plans are requesting 6% increases and are based on an average 89% residence hall occupancy rate. New Revenue initiatives such as Online Summer School, a Forensic Accounting program and enhanced MBA enrollment are included in the Tuition revenue.

Additional fee increase requests are proposed as well.

All proposed rates are detailed on Schedule C – Proposed Tuition Rates.

**Scenario I
Exhibit C:**

Total Expenses are budgeted to be \$131.4 million. There is a 3% increase in Salaries and a 1% Salary Equity pool. Scholarships and Financial Aid expenditures are budgeted to produce an increase in Net Tuition above 2008-09. Fringe benefits approximate 28.7% of Salaries. Utilities

ACTION ITEM

represent an increase of 5.3% over 2008-09. Debt Service declines by \$1 million from 2008-09. In the All Other category, expenditures will be 10% less than in 2008-09.

Given these assumptions, the university expects to complete the FY 2009-2010 with a deficit of \$6.4 million to be offset by Business Interruption insurance while maintaining a 5% draw on the endowment.

Schedule A:

For your review, a 2009-10 Budget scenario, a 2010-11 Budget scenario, and a 2011-12 Budget scenario which reflects that by 2011-12 the university will generate a surplus in current operations. The trustees may remember that a similar presentation was made last December, 2007, which reflected a similar projection of when a surplus would be attained.

Schedule B:

For your review, an Enrollment Comparison is provided for Full Time undergraduates, Budget versus Actual.

Schedule C:

For your review, proposed Tuition Rates, Room Rates, and Fees for 2009-10 is provided.

Schedule D:

For your review, Endowment valuations at 7/31/09 which reflect various 3 year average market valuations are provided for purposes of displaying several Unrestricted portfolio drawdown scenarios. The 7/31/09 market valuation used in the recommended 2009-10 Budget is \$195 million.

SCENARIO II	09 - 10				10 - 11				11 - 12			
	BUDGET SCENARIO				BGT SCENARIO				BGT SCENARIO			
	600 Fresh 115 Transfers 828 Law	650 Fresh 115 Transfers 828 Law	700 Fresh 115 Transfers 828 Law	700 Fresh 125 Transfers 749 Law	650 Fresh 125 Transfers 749 Law	700 Fresh 125 Transfers 749 Law	750 Fresh 125 Transfers 749 Law	700 Fresh 125 Transfers 745 Law	750 Fresh 125 Transfers 745 Law	800 Fresh 125 Transfers 745 Law		
	5.9% Tuition 3% Salaries 0% Oper, 6% R&B	5.9% Tuition 3% Salaries 0% Oper, 6% R&B	5.9% Tuition 3% Salaries 0% Oper, 6% R&B	5.9% Tuition 3% Salaries 5% Oper, 5% R&B	5.9% Tuition 3% Salaries 5% Oper, 5% R&B	5.9% Tuition 3% Salaries 5% Oper, 5% R&B	5.9% Tuition 3% Salaries 5% Oper, 5% R&B	5.9% Tuition 3% Salaries 5% Oper, 5% R&B	5.9% Tuition 3% Salaries 5% Oper, 5% R&B			
	2009-10 Budget	2009-10 Budget	2009-10 Budget	2010-11 Budget	2010-11 Budget	2010-11 Budget	2010-11 Budget	2010-11 Budget	2010-11 Budget			
	\$61,905 \$24,191 \$6,012 \$92,108	\$63,483 \$24,191 \$6,012 \$93,686	\$65,032 \$24,191 \$6,012 \$95,235	\$67,247 \$23,167 \$6,289 \$96,703	\$70,295 \$23,167 \$6,289 \$99,751	\$73,372 \$23,167 \$6,289 \$102,828	\$76,182 \$24,399 \$6,660 \$107,241	\$80,838 \$24,399 \$6,660 \$111,897	\$85,463 \$24,399 \$6,660 \$116,522			
	\$240 \$244 \$95	\$240 \$244 \$95	\$244 \$244 \$95	\$254 \$258 \$101	\$254 \$258 \$101	\$254 \$258 \$101	\$269 \$274 \$107	\$269 \$274 \$107	\$269 \$274 \$107			
	\$95 \$579	\$95 \$579	\$95 \$579	\$101 \$613	\$101 \$613	\$101 \$613	\$107 \$650	\$107 \$650	\$107 \$650			
	\$3,068 \$550	\$3,068 \$550	\$3,068 \$550	\$3,233 \$550	\$3,233 \$550	\$3,233 \$550	\$3,409 \$550	\$3,409 \$550	\$3,409 \$550			
	\$96,305	\$97,883	\$99,432	\$101,099	\$104,147	\$107,224	\$111,850	\$116,506	\$121,131			
State Aid	\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$600			
Govt Grants & Contracts	\$675	\$675	\$675	\$700	\$700	\$700	\$700	\$700	\$700			
Gifts-Unrestricted AF	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000			
Endowment	\$11,279	\$11,279	\$11,279	\$10,455	\$10,455	\$10,455	\$10,425	\$10,425	\$10,425			
Ed Depts. - Sales & Service	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15			
Other Sources	\$966	\$966	\$966	\$975	\$975	\$975	\$1,000	\$1,000	\$1,000			
Child Care Center	\$465	\$465	\$465	\$475	\$475	\$475	\$480	\$480	\$480			
Roussel Hall	\$100	\$100	\$100	\$105	\$105	\$105	\$110	\$110	\$110			
Res Life	\$5,170	\$5,600	\$6,031	\$5,996	\$6,458	\$6,919	\$6,904	\$7,398	\$7,891			
Student Immunization	\$26	\$28	\$30	\$28	\$30	\$32	\$30	\$32	\$35			
Danna Center	\$1,009	\$1,093	\$1,177	\$1,050	\$1,131	\$1,211	\$1,113	\$1,192	\$1,272			
Athletics & Wellness	\$240	\$245	\$250	\$245	\$250	\$255	\$250	\$255	\$260			
Parking	\$720	\$740	\$755	\$740	\$755	\$765	\$755	\$765	\$775			
Vending	\$60	\$65	\$70	\$65	\$70	\$75	\$70	\$75	\$75			
Auxiliary Enterprises	\$7,789	\$8,336	\$8,878	\$8,704	\$9,273	\$9,837	\$9,712	\$10,307	\$10,897			
Total Revenues	\$118,629	\$120,754	\$122,845	\$123,548	\$127,165	\$130,806	\$135,302	\$140,553	\$145,768			

EXHIBIT B

SCHEDULE A

09 - 10

BUDGET SCENARIOS

10 - 11

BGT SCENARIO

11 - 12

BGT SCENARIO

750 Fresh
115 Transfers
828 Law

750 Fresh
115 Transfers
828 Law

750 Fresh
115 Transfers
828 Law

800 Fresh
125 Transfers
745 Law

850 Fresh
125 Transfers
745 Law

0% Tuition 0% Salaries 0% Oper, 6% R&B 2009-10 Budget	\$118,725 \$129,085 (\$10,360)
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4% Tuition 3% Salaries 0% Oper, 6% R&B 2009-10 Budget	\$123,025 \$133,279 (\$10,254)
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5.9% Tuition 3% Salaries (10%) Oper, 6% R&B 2009-10 Budget	\$124,964 \$131,422 (\$6,458)
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5.9% Tuition 3% Salaries 5% Oper, 5% R&B 2010-11 Budget	\$134,410 \$138,200 (\$3,790)
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5.9% Tuition 5% Salaries 5% Oper, 5% R&B 2011-12 Budget	\$149,295 \$148,375 \$920
5.9% Tuition 5% Salaries 5% Oper, 5% R&B 2011-12 Budget	\$151,065 \$149,308 \$1,757

2008-09

Summary

Revenues
Expenses
Excess Revenues

(\$5,680)



\$5,680



\$10,254



\$3,790

PLANT FUND USED WITH 5% DRAW

\$8,722

\$6,458

SCHEDULE C

Proposed Tuition Rates: 5.9%
Law School 5.9%

	FY 07-08	FY 08-09	FY 09-10	Proposed		
				\$ Increase	% Increase	
Tuition Rates:						
Undergraduate:						
Returning Students	20,466	21,692	22,972	1,280	5.9%	Yr
Returning Students	22,516	23,866	25,274	1,408	5.9%	Yr
Returning Students	24,682	26,162	27,706	1,544	5.9%	Yr
Returning Students	25,152	26,660	28,234	1,574	5.9%	Yr
First Time Students	25,632	27,168	28,770	1,602	5.9%	Yr
Evening Division	303	321	410	88	5.9%	Hr
Law School	919	975	1,032	58	5.9%	Hr
Law First Time Students	986	1,045	1,107	62	5.9%	Hr
Summer	582	617	653	36	5.9%	Hr
Undg Part Time	731	775	821	46	5.9%	Hr
Graduate:						
Counseling	591	626	663	37	5.9%	Hr
MBA Continuing	690	732	775	43	5.9%	Hr
MBA New Students	761	807	855	48	5.9%	Hr
Music	591	626	663	37	5.9%	Hr
Nursing	384	407	663	256 *	5.9%	Hr
Nursing-On line Continuing	441	467	663	196 *	5.9%	Hr
Nursing-On line New Students	551	584	663	79 *	5.9%	Hr
LIMLIMEX	252	268	331	64 *	5.9%	Hr
MCJ	477	506	663	157 *	5.9%	Hr
Room Rates:						
Buddig Double	2,714	2,714	2,877	163	6.0%	Sem
Buddig Single	3,514	3,514	3,725	211	6.0%	Sem
Biever Double	2,714	2,714	2,877	163	6.0%	Sem
Biever Single	3,514	3,514	3,725	211	6.0%	Sem
Cabra Double	2,251	2,251	2,386	135	6.0%	Sem
Cabra Single	3,112	3,112	3,299	187	6.0%	Sem
Carrollton-Single Suite	3,514	3,514	3,725	211	6.0%	Sem
Carrollton-Double Suite	2,808	2,808	2,976	168	6.0%	Sem
Carrollton-Single Apts	3,531	3,531	3,743	212	6.0%	Sem
Carrollton-Double Apts	3,254	3,254	3,449	195	6.0%	Sem
Fees:						
Center Full Time Std	113.00	113.00	113.00	0	0.0%	Sem
Center Part Time Std	56.50	56.50	56.50	0	0.0%	Sem
Center Summer Std	56.50	56.50	56.50	0	0.0%	Session
SGA Full Time Std	40.00	40.00	50.00	10	25.0%	Sem
SGA Part Time Std	20.00	20.00	25.00	5	25.0%	Sem
Athletic Full Time Std	100.00	100.00	120.00	20	20.0%	Sem
Athletic Part Time Std	45.00	45.00	60.00	15	33.3%	Sem
Publications Fee	20.00	20.00	20.00	0	0.0%	Yr
Residence Hall	30.00	30.00	30.00	0	0.0%	Session
Student Orientation	150.00	150.00	150.00	0	0.0%	One Time
Technology	175.00	175.00	175.00	0	0.0%	Sem
Technology Part Time	87.50	87.50	87.50	0	0.0%	Sem
Commencement	250.00	250.00	250.00	0	0.0%	One Time
Lab Fee (varied)	75.00	75.00	75.00	0	0.0%	Lab/Sem
Lab Fee (varied)	50.00	50.00	50.00	0	0.0%	Lab/Sem
Lab Fee (varied)	100.00	100.00	100.00	0	0.0%	Lab/Sem
MSN Clinical Course Fee	500.00	500.00	500.00	0	0.0%	Course/Sem
Communications Major Fee	100.00	100.00	100.00	0	0.0%	Major/Sem
Study Abroad Fee	250.00	250.00	250.00	0	0.0%	Session
Late Registration Fee	20.00	20.00	50.00	30		Sem
Late Payment Fee	100.00	100.00	250.00	150		Sem
NSF Check Fee	10.00	10.00	30.00	20		Occurance

* One time adjustment to base tuition

SCHEDULE D

**Unrestricted Endowment
 7/31/2009 Valuation Scenarios
 With 5% Drawdown Assumptions**

Actual MV:		
7/31/07	260,311,000	
7/31/08	221,407,553	
7/31/09 est	5% Drawdown	Draw Change
250,000,000	12,195,309	
240,000,000	12,028,643	(166,667)
230,000,000	11,861,976	(166,667)
220,000,000	11,695,309	(166,667)
210,000,000	11,528,643	(166,667)
200,000,000	11,361,976	(166,667)
195,000,000	11,278,643	(83,333)
190,000,000	11,195,309	(166,667)
180,000,000	11,028,643	(166,667)
170,000,000	10,861,976	(166,667)
160,000,000	10,695,309	(166,667)
150,000,000	10,528,643	(166,667)
140,000,000	10,361,976	(166,667)
130,000,000	10,195,309	(166,667)
120,000,000	10,028,643	(166,667)
110,000,000	9,861,976	(166,667)
100,000,000	9,695,309	(166,667)