

## HUMANITIES AND NATURAL SCIENCES COLLEGE ASSEMBLY

April 19, 2007

### Minutes

#### I. CALL TO ORDER

The College Assembly was called to order by Dean Frank Scully at 12:30 PM on Thursday, April 19, 2007 in Room 332 of Bobet Hall. Attended: Adams, Anderson, Anderson, Beard, Bernardi, Biguenet, Bourgeois, Brazier, Brungardt, Butler, Calzada, Cotton, Dewell, Doll, Fernandez, Gerlich, Gossiaux, Hauber, Hood, Hymel, Kargol, Kelly, Koplitz, Kornovich, McHugh, McKay, Moore, Mui, Nicoll, Ross, Salmon, Saxton, Sebastian, Shuh.

#### II. INVOCATION

Rev. Leo A. Nicoll, S.J. delivered the invocation.

#### III. APPROVAL OF MINUTES OF 3/15/07

Tabled until next assembly.

#### IV. ANNOUNCEMENTS

Results of Mailed Ballot on “A Call for Action – Part II. Personnel Issues” (A follow-up to the 11/16/06 College Assembly’s paper ballot vote taken without a quorum)

The College Elections Committee’s tabulations of the mailed ballots were forwarded by Father Peter Bernardi, as follows:

Votes of Approval: 42½ (a part-time faculty vote is ½)

Votes of Disapproval: 14

Abstentions: 2

Invalid ballot: 1

#### V. REPORTS

Camtasia Studio -- BlackBoard Enhancement Software Presentation

Dr. Maria Calzada demonstrated Camtasia Studio software. She integrated her recorded voice in a sample lesson. She explained that the software provides options to create, produce and edit in various media (web, e-mail, CD, DVD, Ipod, etc.). She said that viewers (students) would not need software; operators (instructors) would use JAVA and produce videos in flash format. She said that the required hardware for operators would be tablet PCs, and lessons could be put into folders, compressed and placed in BlackBoard for access by students. Dean Scully added that he plans a move from desktop PCs to laptops anyway.

#### VI. OLD BUSINESS

Motion to Reconvene the Teaching Evaluation Committee

Dean Scully said that as Dr. Lynn Koplitz’s motion had previously passed (February 17, 2005 minutes), the Chair may reconvene the committee and appoint replacements as needed.

#### VII. NEW BUSINESS

Academic Affairs Plan for Disaster Preparedness and Recovery

Dean Scully said that the plan had been brought to the Council of Chairs, and the chairs requested that he distribute it to college faculty for their comments. Discussion: Faculty members observed that the plan had been considered by various university committees (e.g., CPT, SCAP), and although comments had been submitted, many concerns and “big questions” linger. Faculty members expressed concerns about incorporating it into the faculty handbook; determining the

responsible parties for emergency declarations; stipulating a timetable for implementing emergency measures; continuing classes using alternative means, having changes in venue, providing independent study, keeping to the 14 ½ weeks SACS' minimum, using the internet. Faculty members repeated and emphasized that the faculty handbook be honored and that the relationship of the disaster plan with the faculty handbook be made clear. Discussion ended owing to the late hour.

**VIII. ADJOURNMENT**

The assembly was adjourned at 1:55 P.M.

Attachment: Draft Academic Affairs Plan for Disaster Preparedness and Recovery