

HNS COLLEGE ASSEMBLY
November 20, 2008

Minutes

I. Call to Order

The meeting of the College Assembly was called to order by Interim Dean Mary McCay at 12:30 p.m. on Tuesday, November 20, 2008 in Room 332 of Bobet Hall.

Attended: B. Anderson, R. Anderson, Bell, Berendzen, Bernardi, Biguenet, Blundell, Brazier, Brungardt, Butler, Calzada, Clark, Cook, Cotton, Dewell, Doll, Dorn, Ewell, Fernandez, Ficociello, Gerlich, Gossiaux, Hauber, Henne, Herbert, Hood, Hrebik, Hymel, Jeanfreau, Kelly, Koplitz, Kornovich, Li, Mabe, McCormack, Moazami, Moore, Mui, Nicoll, Nielsen, Randall (proxy to Kelly), Rosenbecker, Rowe, Salmon, Saxton, Schwartz, Sebastian, Tucci, Underwood, Waguespack, Walkenhorst, Willems, Yakich, and Zucker.

II. Invocation and Special Announcement

Dr. Anthony Decuir led the faculty in singing the hymn “Amazing Grace.” Dr. Lynn Koplitz announced that this would be the last assembly chaired by Dean McCay; she invited faculty members to join her in recognizing Dean McCay’s service to the college (*standing ovation*).

III. Approval of Minutes

The minutes of October 16, 2008 were approved.

IV. Announcements

SGA Survey of Common Curriculum

Interim Dean McCay invited additional faculty to sign-up for the survey of common curriculum classes. One member suggested that a faculty survey be conducted. Dean McCay replied that she would give the suggestion to her replacement on the committee.

V. Reports

None.

VI. Old Business

Handbook Revisions (Craig Hood)

Craig restated the committee’s primary purposes as “reflecting the new structure of the college and editing out-of-date sections.” He reminded faculty that the College Assembly may change policy at any time; significant changes should be added to the handbook.

MOTION: “Approve the HNS Handbook. Vote on each section. Vote on the ‘continued’ sections as a group apart from the two ‘tabled’ sections, CRTC and SORC, which require more discussion.”

The assembly chose to vote section-by-section. Craig projected each continued section, called attention to the changes and invited discussion. Motions and results are given below. For each section, “*Move to call the question*” was seconded; vote was by voice, with all ayes and none opposed. “*Vote on the motion (section)*” was by voice, with all ayes and none opposed.

Health Professions Advisory Board – passed.

Faculty Guide to Common Curriculum – passed.

Faculty Evaluations – passed.

Redistribution of Faculty Time – passed.

Search Procedures for New Dean – passed.

Travel Guidelines – passed.

Sabbatical and Leave Procedures – passed.

The assembly took up the two previously tabled sections, SORC and CRTC. They were separately presented, discussed, modified and voted upon, as given below.

SORC: *“Move to take SORC off the table”* was made, seconded and passed by voice vote.

“Motion to accept SORC” was made and seconded. Discussion: Craig led the discussion of the copy distributed via e-mail and projected in the assembly. He said the version included additions from Lynn Koplitz. The following changes were accepted:

3. Procedure, b -- Restore inadvertently omitted wording: *“rating recommendations from 0-4 in the areas of teaching, scholarship and services for all Ordinary faculty members within the department.”*

3. Procedure, c -- Keep as presented. (A suggestion to insert the word “tenured” after “any” member of the department was not accepted.)

3. Procedure, e -- Insert *“who will share them with the affected faculty members.”*

(To read, “The Dean will share recommendation on all ratings with all chairpersons, *who will share them with the affected faculty members.*”)

Consideration of ordinary and extraordinary faculty will be reintroduced next year.

“Move to accept the SORC section as amended” was made and seconded. *“Move to call the question”* was made, seconded, and passed by voice vote, with one nay and no abstentions.

“Vote to approve the section with the accepted changes, corrections and friendly amendments” passed by voice vote, with none opposed and one abstention.

CRTC: *“Move to take CRTC off the table”* was made, seconded and passed by voice vote.

“Motion to accept CRTC” was made and seconded. Discussion: Craig said that items on the table include: how to select members, term of office, and mandatory recusal.

The following changes passed by voice vote, with none opposed and no abstentions:

Membership – Replace “ten” with “one” and amend the sentence to read *“The Committee shall consist of one tenured faculty member from each department of the college.”* Insert *“by their respective departments”* after “elected.” Insert *“Members shall serve staggered three-year terms.”*

Selection of Members – Delete the section.

Meetings – Retain recusal wording in the draft under consideration.

“Move to accept the CRTC section as amended” was made and seconded. *“Move to call the question”* was made, seconded, and passed by voice vote, with none opposed none abstained.

“Vote to approve the section with the accepted changes, corrections and friendly amendments” was passed by voice, with none opposed and none abstained.

HNS Handbook: *“Move to call the question”* was made, seconded, and passed by voice vote, with none opposed none abstained. The motion to approve the HNS Handbook was passed by voice vote, with none opposed and none abstained.

VII. Move to Adjourn

The meeting was adjourned at 1:50 P.M.