

Humanities and Natural Sciences College Assembly
Bobet Hall 332
December 8, 2011

MINUTES

I. Call to Order

The assembly was called to at 12:30 PM by Dean JoAnn Cruz. Attended: Adams, Altschul, Anderson B., Anderson R., Bednarz, Biguenet, Birdwhistell, Bourgeois, Brungardt, Butler, Cahill, Chambers, Clark, Corbin, Doll, Duggar, Dupuis, Eklund, Eskine, Ewell, Farge, Gerlich, Gossiaux, Hauber, Henne, Hoffman, Hood, Kametani-Rider (student rep L&C), Kelly, Koronovich (Bell proxy), Lewis (Brazier proxy), Locke (student rep ENGL), Locke (student rep PHIL), Matei, McCay, Melancon, Moazami, Moore, Murphy, Nielsen, Nystrom, Peterson, Quesada, Randall, Rosenbecker, Saxton, Schaberg, Sebastian, Shanata, Spence, Spevack, Stephenson, Tan, Thum, Tucci, Underwood, Walkenhorst, Welsh, Yakich, Zucker, and Associate Dean Hunt.

II. Invocation

The invocation was given by Rev. Robert Gerlich, S.J.

III. Approval of Minutes

The minutes of November 17, 2011 were approved as written.

IV. Announcements

Dean Cruz and respective faculty members announced the following:

1. Christmas party for faculty and staff is December 8 at 3:30 pm in the Dean's Office conference room.
2. Spiritual Exercises, 18th annotation, guided 8-week retreat for faculty and staff is January 16-March 20, as recommended by Dean Cruz and detailed in a handout.
3. Faculty/Staff Campaign number of contributors is down; Dean Cruz recommended that faculty members donate even a small amount to increase the total number of donors.
4. SCAP Review of Programs, Centers and Institutions: Dean Cruz said the topic was discussed at meetings of the Deans' Council, College Planning Team and Faculty Handbook Committee; she said several points were made at the various meetings and experimental reviews were likely through the spring.
5. Mission and Ministry Faculty/Staff Advisory Committee Chair, Dr. John Sebastian, said the committee received its charge and will meet in January.
6. Fire alarm test in the communications building was on the last day of class; Dr. Karen Rosenbecker said that faculty should make their voices heard so that alarm tests are not scheduled at critical times, such as the first and last day of classes, in addition to final exam days.
7. Student Peace Conference is becoming a major center for students to present research; Dean Cruz recommended that faculty members include the dates in syllabi.

V. Reports

1. Update on the Provost Search was given by Dean Cruz, Search Committee Chair. She redistributed the September 22 email from President Kevin Wildes, which listed committee members. She said financial literacy was considered important, with meetings

- to include Mr. Jay Calamia, Provost Edward Kvet, who is the Chair of the University Budget Committee. She said the Witt/Kieffer firm had searched widely and collected over 1,100 names (usually collected 300-500) for an excellent pool, and the selection process will begin January 9-10, with top candidates identified by the end of January and visits by 4-5 candidates in February. Dr. Spence said he was seeking an effective way to obtain feedback from HNS faculty. He invited faculty to quickly submit questions for the committee.
2. Report on CPT Recommendations was introduced by Dean Cruz. She read the published agenda item: *“The CPT moved the following: 1) calling the group of interdisciplinary programs directors together to elect a chairperson; 2) requesting the Provost’s Office to return all interdisciplinary programs to a college; 3) requesting clerical support for all interdisciplinary programs from the Provost’s Office.”*
Dean Cruz said the item was not offered as a motion before the assembly. She reported that she had approached CSS Dean Luis Mirón and Provost Edward Kvet and had requested a meeting with regard to Environmental Studies. Faculty members’ recommendations in the assembly echoed those of the CPT and included: having the colleges of HNS and SS come together in a joint committee, having directors elect a chair, having the elected chair issue an invitation to the deans, and having the sense of crisis conveyed by Dean Cruz and Dean Mirón in a meeting with Provost Kvet and Associate Provost Lydia Voigt (to include 1-2 representative faculty members).
 3. Common Curriculum Revision Process, Language Requirement, Arts and Cultures updates were given by Dr. Donald Hauber. He expressed thanks to participants and said that progress was being made in meetings on Fridays of 2 ½ hours duration. He said they were considering proposals for courses and grants, and that workgroups were reviewing criteria. He said they have requests for accommodations from colleges and await the foreign languages outcomes. Dean Cruz said the draft report may take electively challenged programs into account. Dr. Eileen Doll said that she would send requests from the business and evening divisions next week. Dr. Hauber reported that the ethics workgroup was gathering information. He mentioned that some meetings included members who were not well informed before coming to the table for discussions and that communication was problematic. He said the idea was to have super workgroups. He said written responses would be useful in determining whether or not committee meetings were needed. Regarding advanced courses in common curriculum, he said that different tiers need to be defined. He said pilot dates for new proposals and learning outcomes would be useful.
 4. Progress toward a Teacher Certification Program was described by Dr. David Moore. He said that after the Department of Education was eliminated in 2006, anxious students remained. He said that he and Dr. Mary McKay sought to bring back certification, at least at the secondary level. He reported that after their proposed Center of Secondary Education was denied, their follow-up proposal for an Office of Secondary Education did not elicit a reply. He said they put together a program with Dr. Jane Chauvin, who knew the regulations, but it was refused. He said that after the lawsuits were settled, they spoke with Provost Kvet, who went to Baton Rouge. Dr. Moore said a committee regarding certification was established, to include Dean Cruz, Associate Dean Hunt, Drs. Kelly, Brazier and Moore, and CSS representatives. He said they hope to have a proposal by early spring and will bring it to the college assembly. He mentioned that those interested

- in masters' certifications will develop their own proposals. He described the College of Music as satisfied with outside certification from Holy Cross. He said feedback from the Admissions Office indicated secondary certification would be a good recruiting tool. Dean Cruz said that data to show need (e.g., number of students withdrawing due to lack of certification) is being put together by Dr. Hunt and is requested from the Admissions Office.
5. Update on Orientation Initiative was discussed by Dr. Thomas Spence. He observed that orientation session logistics are tightly limited, but should at least point students to DPCLs. He said students should be given an introduction to LORA and Blackboard, as being developed by Dr. Hunt. Faculty suggested developing a list of what students should know before the first day of class and delivering it to Ms. Heather Roundtree in Co-curricular Affairs. Dean Cruz said the need for a University Orientation Committee should be considered by the Faculty Senate.
 6. Computer Science Minor proposal status was reported by Dr. Ralph Tucci. He said the department approved the minor and he is moving it forward to Associate Dean Hunt.

VI. Old Business

Motion for Composition of the Council of Chairs was updated by Dean JoAnn Cruz. Dean Cruz distributed a handout (see below) showing the November 17 motion and an alternate motion from the CPT, which the Parliamentarian, Dr. Karen Rosenbecker, ruled could be presented as a substitute motion requiring a unanimous vote.

Dean Cruz moved that the assembly send both motions back to committee. Dr. Mary McCay seconded. Discussion was brief. Dr. McCay moved to call the question. There were no objections. Vote on the motion was by show of hands, with 12 opposed and the majority in favor. The motion passed. Dean Cruz sought to clarify which committee, Council of Chairs or CPT. Her move to return the motion to the CPT was seconded by Dr. Barbara Ewell. Vote was by show of hands, with 3 opposed, majority in favor. The motion passed.

HANDOUT:

Membership of the Council of Chairs (November 17 motion) -- "The voting membership of the Council consists of the dean and all chairpersons, ~~directors of appropriate programs, and Assistant/Associate Deans and a representative from the directors in the College are non-voting and ex-officio members.~~"

Alternate Motion from the CPT -- "The voting membership of the Council consists of the dean and all chairpersons, ~~directors of appropriate programs, and Assistant/Associate Deans are non-voting and ex-officio members.~~"

VII. Move to Adjourn

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