

**Humanities and Natural Sciences College Assembly
March 15, 2012**

MINUTES

I. Call to Order

The assembly was called to order at 12:30 p.m. by Dean JoAnn Cruz in Bobet Hall 332.

Attended: Adams, Altschul, B. Anderson, R. Anderson, Beard, Bednarz, Bell, Berendzen, Biguenet, Biswas, Bourgeois, Brice (Mui's proxy), Brungardt, Cahill, Calzada, Chambers, Corbin, Daniell, Dittrich, Dorn, Duggar, Dupuis, Eklund, K. Eskine, Ewell, Farge, Fernandez, Gossiaux (Collidge's proxy), Hauber, Henne, Hoffman, Kelly, Kornovich, Lewis, Li, Mabe, McCay, Melancon, Moazami, Moore (Butler's proxy), Murphy, Nielsen, Nystrom, Peterson (Clark's proxy), Philip, Quesada, Randall, Rodriguez, Rombeiro, Rosenbecker, Salmon, Saxton, Schaberg, Shanata, Spence, Stephenson, Tablante, Tan, Tucci, Underwood, Welsh, Willems, and Associate Dean Hunt.

II. Invocation

Visiting Assistant Professor Sylvester Tan, S.J.

III. Approval of Minutes

The minutes of February 16 were approved as written.

IV. Announcements / Guest

1. Announcements:

- Dr. Uriel Quesada was named an American Council of Education (ACE) Fellow for academic year 2012-13.
- Faculty Awards for Convocation deadline is April 13.
- Memorial for Dr. Peggy McCormack is March 30 in Ignatius Chapel.
- Bobet Fellowships for one month funded research deadline is April 16.
- Ordinary faculty contracts are distributed on March 15.
- Sick leave and medical leave issues at the Faculty Senate were mentioned by Dr. Barbara Ewell.
- Language Requirement Report has been distributed to the deans and subcommittee.

2. Guest:

Ms. Kelly Brotzman of Service Learning was introduced by Dean Cruz. Ms. Brotzman requested course titles by March 16 to code courses in LORA. She discussed and distributed informative handouts with instructions and invitations to the Wednesday Lunch Series for Service Learning Faculty. She said that Service Learning course notations do not carry with the course in order to afford faculty choices of semesters.

V. Reports

1. Provost Search

Dean Cruz reported that names of three top candidates were submitted in confidence to President Wildes and the search had entered the negotiation and referencing period.

2. Other Matters

Dean Cruz reported that she is stepping down effective July 31. She said that her Loyola experience was great, but many good reasons including family, research and writing

contributed to her decision. She announced that Dr. Maria Calzada will serve as Interim Dean (applause). Faculty thanked Dean Cruz (standing ovation).

3. Assembly Clarifications

As requested by Dean Cruz, Dr. Karen Rosenbecker, Parliamentarian, reported on proxy procedures for all faculty and voting rights of part-time faculty as found in the faculty handbook and college handbook. She said that proxy notification must be in writing (email to secretary) a day prior to the assembly, and that a faculty member can hold only one proxy per assembly. She said part-time faculty each have ½ vote according to the College Handbook, and that the handbook was unclear regarding those teaching one course. She suggested that if the assembly has a position, then the handbook needs revision. Faculty commented that the handbook committee could consider the matter. Dr. Rosenbecker said the language needs to be clarified regarding the ½ votes in order to determine quorum counts.

VI. Old Business / Motion

Composition of the Council of Chairs (Dean JoAnn Cruz and CPT):

Motion: *The voting membership of the Council consists of the dean and all chairpersons. Assistant/Associate Deans are non-voting and ex-officio members.*

Dr. David Moore and Dean Cruz presented background to the motion and the outcome of its return to the CPT after their initial approval. Dean Cruz described practical needs for meetings among directors with the Dean (e.g., curricular proposals) and the Dean's ability to call meetings at the college level. Dr. Mary McCay moved to table the motion. No second was offered. The secondary motion failed. The primary motion was seconded by Dr. Maria Calzada. Dean Cruz called for discussion. There was none. The question was called. A faculty member requested the vote be by closed ballot. Dean Cruz repeated the main motion while paper ballots were distributed. Dean Cruz announced the final count as tabulated by Dr. Judith Hunt and Mr. Rich Wilson: 50 for, 4 against, 7 abstained. The motion passed.

VII. New Business / Motion

Program Reviews - SCAP (Dr. Timothy Cahill and Council of Chairs):

Motion: *HNS faculty request that SCAP restrict program reviews to what is required in the Handbook.*

Dr. Cahill asked to withdraw his motion as given because it warranted further development. Hearing no objections, Dean Cruz declared the motion withdrawn. Dean Cruz said that SCAP's policy, as developed in fall 2012, led to the initiative to review programs on an experimental basis in spring 2013. Dr. Cahill said SCAP initially wanted to assess institutes, centers, and any entity having a budget line associated with the university, but that certain members of the Council added academic programs, including departments. He said review would be needed in only two situations: newly proposed or about to be closed. He said SCAP now plans to assess 40-plus programs every time they go up for review. Dean Cruz said a trigger for review might be when institutes move from soft to hard money in the university's budget; Dr. Cahill said that wasn't one of SCAP's triggers. Members of the assembly spoke to the topic of second-level reviews of academic programs outside the college. One recalled the criteria for review approved two years ago as "upon program inauguration and discontinuance." Faculty cited confidence in shared governance and the academic-review protocol leading from departmental to external review to the dean to the provost; the importance that external reviewers place on a strictly limited distribution of their comments; concern that SCAP would misinterpret the necessarily limited information; original desire among faculty to gain some control in discontinuance of programs (loss of positions); the need for matching assessment requirements in the college and

SCAP; necessity for review of interdisciplinary programs; the need to define “programs” and “concentrations” (e.g., Pathways).

Dr. Maria Calzada introduced a motion: *HNS faculty request that SCAP restrict program reviews to what is required in Chapter 16 of the Handbook.*

Dean Cruz distributed Handbook 16-13 and 16-14. She read the following except from the Handbook 1-6:

One of the principal responsibilities of the Standing Council for Academic Planning (SCAP) is to direct an orderly and systematic planning sequence that will ensure that Loyola University New Orleans is prepared for the future. To fulfill this role, SCAP must carefully examine not only all of the elements of any new programs but also assess the viability and quality of existing programs. Economic constraints, educational and professional needs and community expectations are necessary considerations in all recommendations.
[1-6]

After Dr. Mark Fernandez pointed to the disparity in the Handbook, Chapter 1.6. and Chapter 16, Dr. Calzada modified her motion and presented it, as follows:

HNS faculty request that SCAP restrict program reviews to what is required in Chapter 16 of the Handbook and that Handbook Chapter 1.6 be restated to agree with Chapter 16.

Dean Cruz called for a second. The modified motion was seconded, question was called and vote was by show of hands, with a clear majority in favor. Dean Cruz announced that the motion passed.

Faculty asked that four items be acted upon: 1) that each faculty be given a hard copy of the Handbook as promised in the lifting of the AAUP censure; 2) that the recommended language for the Handbook be forwarded to the Handbook Committee; a subcommittee of volunteers formed to include Drs. Cahill, Fernandez and Calzada; 3) that despite lacking definitions of “programs” and “concentrations,” nevertheless recommend to SCAP that reviews be restricted to the lowest type associated with faculty departures (to eliminate “cherry picking”); and, 4) that concerns be communicated against the unauthorized, on-line student-complaint form that appeared in the 2011-2012 bulletin mid-year, which has no limits, procedures, policy or process, and that students may appeal to deans regarding “anything.” In the interval between discussing items 2 and 3, Dean Cruz answered a faculty member’s concern that deans were not represented on SCAP; she said that the Council of Deans established and passed revisions to have a representative dean on each university committee, including SCAP, to report back to the Council of Deans.

VIII. Move to Adjourn

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