

Humanities and Natural Sciences College Assembly
February 17, 2011
MINUTES

I. Call to Order

The regular assembly meeting was called to order by Dean Jo Ann Cruz at 12:30 p.m. on February 17, 2011 in Bobet Hall 332. Attended: Adams, Altschul, B. Anderson, Bell, Berendzen, Biguenet, Birdwhistell, Bourgeois, Brice, Brungardt, Butler, Cahill, Calzada, Dewell, Dittrich, Doll, Duggar, Egejuru, Eklund, Ewell, Farge, Fernandez, Garrity, Gerlich, Hauber, Henne, Hoffman, Hood, Kargol, Kornovich, L&C Student Rep Powell, Mabe, McCay, McCormack, McHugh, Melancon, Moazami, Moore, Mui, Murphy, Nielsen, Nystrom, Philip, Postler, Quesada, Rodriguez, Rosenbecker, Saxton, Schaberg, Schwartz, Sebastian, Spence, Spevack, Thum, Underwood, Willems, and Associate Dean Judith Hunt.

II. Invocation

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

III. Approval of Minutes

Minutes of December 9, 2010 and January 20, 2011 were approved as written.

IV. Announcements

1. Dean Cruz announced that an American Council on Education Fellowship was awarded to Dr. Judith Hunt, including a \$5,000 grant to Loyola University. Dr. Hunt said that her year-long focus would be on advising, with visits to other institutions to gain observations useful to Loyola.
2. Dean Cruz said that departments are encountering website problems when attempting to launch updates (e.g., add publications); solutions may include having a separate website and contacting Annie Goldman for assistance with the current website. Dean Cruz asked faculty to get back to her regarding the summary of publications.
3. Dr. Mark Fernandez reminded faculty of Dr. Lydia Voigt's advising meeting in Monroe Library, MM2 at 4:00 p.m. today. Dean Cruz suggested the meetings serve as brain-storming sessions, rather than becoming a standing committee. Dr. Fernandez and Associate Dean Hunt again emphasized the strong and positive role of departments and colleges regarding advising issues and the importance of keeping advising at those levels.
4. Dr. Maria Calzada made brief announcements regarding Undergraduate Collaborative Research (see attached): option to edit departmental letters to prospective students, to assist with President's Open House on April 2, to display undergraduate research posters.
5. Dr. Mary McCay announced that the program, CREOLE, Collaborative Research Enhancing Our Loyola Experience, is university-wide. (Web note: "affording opportunities for students to work with professors on research projects in the sciences and collaborative ventures in humanities disciplines.") She said that the English Department has been active for three years and has displayed posters under their banner. She encouraged participation by other departments.

V. Reports

1. Recent Meeting with Mr. Jay Calamia (Dean JoAnn Cruz and Member of CPT)
Dean Cruz and Dr. Maria Calzada reported on efforts to provide accurate and persuasive data to rectify funding inequities. Dr. Calzada said that Mr. Jay Calamia explained that the “Program Support” pages are currently built from budget figures, as opposed to real end-of-year expenditure figures. She said that Mr. Calamia has sent corrections (end-of-year figures) to the Office of Institutional Research to create more useful “Program Support” pages. The corrections will go back to 2008. Dean Cruz said that she reviewed funding records back to 2004, and found that since Katrina, HuNS departments’ budgets decreased by 38%-40%, while across the university the decrease was 20%. She discussed the category “Other” on the Program Support pages, where figures show per-student and 12 credits; she cited 2008: \$640 for HuNS and \$1,200 for the nearest other college. She emphasized the need for redress. Faculty discussed continuing the efforts to obtain accurate data and make the case for a more equitable distribution of funds. Faculty asked to have figures for *incentivized* programs, e.g., \$50,000 for a speaker. Dean Cruz said she anticipates having Jay visit the assembly; she expressed confidence in his transparency and the efforts he and Provost Kvet will make to rectify the inequities.
2. Common Curriculum (Dean Cruz and CCITF Representative)
Dr. Joelle Underwood reported on the CCSC proposal approved by CCITF. She presented a slide (attached) delineating committee representation: 2 - Natural Sciences, 2 - Humanities, 2 - Social Sciences, 1 - Non-traditional Programs, 1 - Music and Fine Arts, 1 Business, 0 - Library or Decanal Vote. She said the proposal is going forward to the Handbook Committee, with Dr. Lydia Voigt preparing the letter for review. She said each college determines by its own protocol how members are chosen. She said numbers are based on FTEs, not PT students, with a 20-80 split between faculty teaching in CC and students enrolled in CC. She said her committee requests that the letter come from all and include comments regarding governance.
3. Determining HuNS Representation on University Committees (Dean Cruz and Dr. Maria Calzada)
Dr. Calzada presented a slide (attached) of Hamilton’s and Webster’s formulas for SCAP representation updated to 2011. She reported that the current proposal for SCAP representation under consideration by the Handbook Revision Committee includes three representatives from HuNS, two representatives from SS, and one rep from each of the other colleges. She said that this distribution was approved in SCAP in the 2007-2008 academic year and sent to the handbook committee for implementation. She added that in view of the Hamilton’s and Webster’s apportioning suggestions, this distribution already shows a compromise by HuNS, as the methods suggest that currently HuNS deserves four representatives. She reported that the proposed SCAP representation was criticized in the handbook committee. She said the proposal was described as “not healthy and not good for the university.” She said the Dean of Music suggested that all colleges should have the same number of representatives in SCAP; she said that this representation problem is likely to come up in other major committees in the university. Dean Cruz suggested preparing a strong rebuttal to objections. She said that a representation formula may be brought to CPT for resolution. Faculty declared that arguments should be made from a position of strength, especially as compromise had led to diminished representation on committees. Faculty observed that HuNS is the heart of the mission of the university, while professional schools are seeking to govern without participating in Common

Curriculum. Dean Cruz recommended having CPT, Council of Deans and representative faculty first meet with the Provost, and then invite him to the assembly. Faculty repeated concerns about the high ratio of non-academics running committees and the absence of college representation on many of the committees. Dean Cruz said that they are taking the positions to CPT.

4. University Senate Motion to Institute a Semester Leave for Tenure-track Faculty (Dean and Senate Representatives) Dr. Joseph Bernedzen reported that the Senate motion to award pre-tenure academic leave with full pay for one semester was treated briefly, the question was called, and voting was 17 in favor, 12 opposed, 5 abstentions; the motion passed and went to the Provost, who brought the directive to the deans to implement on their own. Dean Cruz reported that Dr. Michael Kelly later suggested that junior faculty have the budget-neutral option of choosing in their third or fourth year to have either a research sabbatical or a 3/2 teaching load with no leave. Dean Cruz said that many other universities have junior research sabbaticals and it would strengthen Loyola's hiring position. She said implementation might require handbook revision. Dean Cruz asked for consensus to move forward. She called for objections. No objections were heard.

VI. Old Business

Motion to Amend the HuNS Handbook, Article IV, Section 3, Subsection e, to be changed from: "To prepare the agenda with the assistance of the Council of Chairpersons," to: "To prepare the agenda with the assistance of the Council of Chairpersons *and the College Planning Team*," was read by Dr. Fernandez. The motion was seconded. The question was called, with no objections. Dean Cruz asked for vote on the motion by voice: in favor, opposed, abstained. The motion passed unanimously in favor.

VII. New Business

There was no new business.

VIII. Move to Adjourn

The assembly was adjourned at 1:30 p.m.

Attachments: UCR, CCSC, SCAP

Collaborative Undergraduate Scholarship report

- Keith Gramling met with the committee yesterday afternoon. Admissions would like to know of any special or original initiatives that we do with our students. Undergraduate research or collaborative scholarship is very useful. Students are looking for that.
- Departments write letters to prospective majors. He asks that those letters highlight all collaborative scholarship and experiential learning. I understand that those letters are ready but there may still be some time to edit the letters. If you would like to do that, contact him right away.
- Also, all departments should now have a list of admitted students to contact. When we contact these students we should highlight undergraduate research and other forms of experiential learning/collaborative research.
- In the fall semester all departments have meetings with admissions counselors. Make sure you highlight undergraduate research/collaborative scholarship to admissions counselors.
- President's Open House is April 2nd. We will have posters highlighting undergraduate research/collaborative scholarship at the fair in the sports complex. It is very useful if students are present researchers at that event to talk to prospective students. If you have a student/project in mind, contact Patrick Armstrong, from Honors.

SCAP representation

- Prior to Pathways A&S had 4 faculty representatives (2 humanities, 1 science, 1 social science). All other colleges (including City College and the Library) had one representative. The senate had one representative. This was a total of 10 faculty representatives.
- After Pathways SCAP considered what the new representation should be. The final recommendation was a compromise, which included some look at numbers: three HuN's faculty (3), two Social Sciences (2), one from each of the other colleges and the Library (4), and a senate rep (1). Again for a total of 10 faculty representatives.
- This is currently being discussed in the Faculty Handbook committee. The Dean of Music is strongly objecting to this distribution. He suggests that SCAP should have one representative from each college. Alternatively, Dee Harper suggests that representation be by division, which would give our college the same representation as SS, for example. I was asked to look at current numbers to justify higher representation from HuNs.
- This is likely to come up again in other committees, so it would be helpful for the Dean to get a sense from the college.

COMMON CURRICULUM STANDING COMMITTEE

Chairperson: A member selected by the committee

Secretary: Appointed by the Provost

Voting Members:

1. Two faculty members from the Humanities divisional faculty of the College of Humanities and Natural Sciences
2. Two faculty members from the Natural Sciences divisional faculty of the College of Humanities and Natural Sciences
3. Two faculty members from the College of Social Sciences
4. One faculty member from the College of Social Sciences representing the non-traditional/evening program from the College of Social Sciences
5. One faculty member from the College of Music and Fine Arts
6. One faculty member from the College of Business

Non-voting Members:

1. Provost or designee
2. One faculty member from the Loyola Jesuit Community
3. One faculty member from the University Library
4. One Student Government Association representative
5. One representative from the First Year Seminar Program
6. One representative from the Deans' Council

Terms:

1. Faculty member terms are for three years, staggered and renewable, as determined by each college's protocols/elections.
2. Student Government Association representative may be the Student Government Association President or appointed by the Student Government Association to serve an annual term.
3. First Year Seminar Program representative will come from the First Year Seminar Steering Committee, appointed by the Provost, and serve a three year, renewable term.
4. Deans' Council representative will be determined by the Deans' Council.

Purpose:

This committee reviews common curriculum course proposals and provides oversight of the Common Curriculum. This committee is also responsible for conducting a formal, ongoing and routine review and evaluation of the Common Curriculum.

Duties:

1. It shall serve as the review body for approval of all Common Curriculum course proposals; course approvals shall require a 2/3 vote by the CCSC for approval.
2. It shall provide oversight of the Common Curriculum program.
3. It shall evaluate the effectiveness of the Common Curriculum, as well as the effectiveness, composition and processes of the CCSC, beginning three years after implementation and every

five years thereafter, and report to the Provost, the Deans' Council, the University Courses and Curriculum Committee, the Standing Council for Academic Planning, and the College faculty assemblies.

4. It shall serve as the review board for reconciliation of conflicting requirements with degree programs across all colleges and majors, including professional and continuing studies (non-traditional/evening) programs. Reconciliation of conflicting requirements must be approved by the University Courses and Curriculum Committee.
5. It shall ensure that the Common Curriculum embodies the Ignation vision of education and values.
6. It shall revise, as necessary, criteria which govern Common Curriculum course approval, course evaluation, course development, and course implementation. Revisions to criteria must be approved by University Courses and Curriculum Committee.

Hamilton's Method Ave Rep 20.33

2011 numbers Ave Rep 26.33

College	Ordinary	Quota	Round down		Appor
HuNS	70	3.44	3		3
SS	26	1.28	1		1
BuS	19	0.93	0	1	1
MFA	30	1.48	1	3	2
Law	25	1.23	1		1
Library	13	0.64	0	2	1
total	183	9.00	6		9

College	Ordinary	Quota	Round Down		Appor
HuNS	88	3.34	3	3	4
SS	35	1.33	1		1
BuS	24	0.91	0	1	1
MFA	34	1.29	1		1
Law	34	1.29	1		1
Library	22	0.84	0	2	1
total	237		6		9

Senate 1

Senate 1

Total Faculty 10

Total Faculty 10

Webster's Method Ave Rep 20.33

Ave. Rep 26.33

College	Ordinary	Quota	Round	Cri Div	Cri Div	Appor1
HuNS	70	3.44	3	20	15.55556	4
SS	26	1.28	1	17.33		1
BuS	19	0.93	1	12.67		1
MFA	30	1.48	1	20.00	12	1
Law	25	1.23	1	16.67		1
Library	13	0.64	1	8.67		1
total	183	9.00	8			9

College	Ordinary	Quota	Round	Critical Divis	Appor
HuNS	88	3.34	3	25.14	4
SS	35	1.33	1	23.33	1
BuS	24	0.91	1	16.00	1
MFA	34	1.29	1	22.67	1
Law	34	1.29	1	22.67	1
Library	22	0.84	1	14.67	1
total	237		8		

Senate 1

Senate 1

Total Faculty 10

10