

Humanities and Natural Sciences College Assembly
MINUTES
April 14, 2011

I. Call to Order

The Assembly was called to order by Dean Jo Ann Cruz at 12:30 p.m. on Thursday, April 14, 2011 in Room 332 of Bobet Hall. Attended: Abboud, Adams, Bednarz, Berendzen, Biguenet, Birdwhistell, Bourgeois, Brice, Brungardt, Cahill, Calzada, Cook, DeGifis, Doll, Duggar, Dupuis, Ewell, Farge, Fernandez, Gerlich, Hauber, Henne, Hoffman, Hood, Hymel, Kargol, Kelly, Kornovich, Lil, Mabe, Matei, McCay, McCormack, McHugh, Moazami, Moore, Mui, Nielsen, Nystrom, Philip, Quesada, Randall, Rodriguez, Sebastian, Thum, Underwood, Walkenhorst, Willems, Zucker, and Associate Dean Hunt.

II. Invocation

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

III. Approval of Minutes

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

IV. Announcements

1. Dean JoAnn Cruz announced the following:
 - The Distinguished Psychologist Award from the Louisiana Psychological Association is being presented today to Dr. Janet Matthews (applause).
 - The Loyola Alumnus of the Year Award is Mr. Sean O'Keefe, alumnus of the Department of History.
 - The College Assembly will meet on April 28.
 - Items on the agenda for the April 28 meeting may include discussion of interdisciplinary programs in HNS and advising initiatives.
 - Adjunct contracts processed April 6 will be mailed out in early May; part-time contract processed early May will be mailed late May.
 - The College's Faculty Appreciation Party date is May 12 and invitations will provide details.
 - Fund for Improvement of Post Secondary Education has issued its request for proposals for its comprehensive program; submission deadline is May 23; Tommy Screen is the contact.
2. Dr. Connie Rodriguez announced that the AAUP Chapter meeting with the Provost on April 27 will discuss removal of censure; faculty are invited to Mercy 105, 3:00 p.m.
3. Ms. Annie Goldman said that faculty members' requests for mass emails have a recommended timetable of 1-2 weeks for advance notice (she has to get web-team approvals). She said she sends one-day advance reminders. She asked that requests include the following: the copy, to whom, from whom, address for bounce-backs (usually to her), and format as per templates. She said she will distribute a checklist for events planning.
4. Dr. Peggy McCormack announced that Bobet classroom video equipment was upgraded to high-definition, the Film Buffs' screenings are free and open to all, and faculty may email film scheduling requests to her.
5. Dr. Ricardo J. Marquez, Assistant Director of The Jesuit Center offered the Center's services to faculty on a personal and group basis. He said the Center is available to explore ways to make Jesuit values part of academics and programs offered through faculty development, with a holistic approach. He invited faculty to visit the Jesuit Center in Bobet 207.

V. Guest Reports

Mr. Jay Calamia, VP for Finance & Administration and Mr. Leon Mathes, Associate VP for Financial Affairs distributed and reviewed two reports: "LUNO Draft Budget Scenarios 2012-13 to 2016-17" (Mr. Calamia); "LUNO 10 Year Financial History 2001-2010" (Mr. Mathes). Each presented the information

on the viewing screen. Mr. Calamia reviewed the scenarios in detail, including decreases in 2010 revenue returns on endowments, tuition and draw-downs; and increases in expenses for scholarships and financial aid, operating budgets, and debt services. He said they looked for shifts in expenditures (e.g., among salary categories). Mr. Mathes discussed endowment assumptions, budget philosophy (underestimating revenues, overestimating expenses), formula-driven initiatives, salaries, fixed-rate debt services and bond issues. Because time was limited, he invited faculty to call or send questions via email.

VI. Reports

1. CCITF Report on Workshops and Sub-committees -- Dr. Joelle Underwood and Dr. Don Hauber discussed earmarked money for grant proposals to reimburse or compensate faculty for work under the grant. They said that the RFP for courses at the intro-level is primary and focused on departmental teams (Fall 2012), advanced-level is secondary (Fall 2013), and that Dr. Hauber and Dean Cruz are working with Chairs to develop DPCLs. They invited faculty to see task force members for assistance.
2. University Senate Issues --Dr. Barbara Ewell and Dr. Joseph Berendzen said that the President would attend the afternoon meeting of the University Senate. They mentioned agenda items to include Pathways report, letter to AAUP for approval, major changes to the faculty handbook, staff changes, and new common curriculum. The Senate also passed the SCAP membership recommended by the Faculty Handbook Committee and the minority report of the Dean of Music and Fine Arts. Dean Cruz said that if the mathematical models of representation presented by Dr. Maria Calzada to the Faculty Handbook Committee had been followed, HNS would have had four members on SCAP rather than three.
3. CPT's Unanimously Approved Resolution
Resolution from the CPT (April 11, 2011): *The CPT is aware that annual reports for certain interdisciplinary programs were not requested over the past several years. The CPT encourages current directors to assemble whatever information is currently available for the most recent years. In the 2010-2011 annual report they should include data for the past years as available. Retrospective presentation of data should not be construed as a substitute for any missing assessment data. The Provost office should provide summer stipends to the minor directors for this work.* The resolution was presented by Dr. Mark Fernandez. He and faculty discussed the problems of inaccurate information previously available for reports, and seeking improvements for reporting past data for 2012. Dean Cruz cited the importance of summer stipends and various interdisciplinary program issues that need resolution (including hiring an administrative assistant and having majors in colleges and minors in Provost's area). She said that these issues date back to 2009, and that they will be on the next agenda.
4. SACS Five-year Review -- Dean Cruz said the June 1 deadline for the SACS review of annual reports requires that academic departments give attention to the annual report form posted on the intranet, especially assessments. She said SACS's preferred departmental reporting may be noted in the example of the Department of Philosophy's intranet site.

VII. Old Business

1. Motion as provisionally approved March 17, 2011 (Dr. Maria Calzada): *"The Assembly of the College of Humanities and Natural Sciences endorses the Hill-Huntington representation method. Further, the college asks that the Faculty Handbook Revision Committee consider the apportionment suggested by the Hill-Huntington method to determine SCAP faculty representation."*
Dean Cruz said that lacking a quorum and time, the motion will be on the next agenda.

VIII. Move to Adjourn

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