

**College of Humanities and Natural Sciences  
Council of Chairs Meeting – Bobet 202  
October 6, 2014, 3:30 p.m. – 5:00 p.m.**

**MINUTES**

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**Call to Order**

Dean Maria Calzada called the meeting to order at 3:30 p.m.

**Attended:** John Biguenet, Mary Brazier, Maria Calzada, Eileen Doll, Craig Hood (for Frank Jordan), Michael Kelly, Kenneth Keulman, Lynn Koplitz, Martin McHugh, David Moore, Connie Mui, Uriel Quesada and Connie Rodriguez

**Also Attended:** Marc Manganaro, Brad Petitfils, Rich Wilson, Crystal Forte and Web Team

**I. Approval of Minutes**

Minutes of September 8, 2014 were approved with one change and one abstention; Ken Keulman expressed concern about the quality of the students recruited by Admissions.

**II. Articulation Agreements – Marc Manganaro, Brad Petitfils and Rich Wilson**

Provost Manganaro began with a reminder that the Board of Trustees will hold their October meeting this week. He also said that the Faith in the Future public campaign begins on October 9<sup>th</sup>.

Provost Manganaro said that Loyola is pursuing articulation agreements for the first time ever with five community colleges and universities: Delgado Community College, Houston Community College, Pensacola State College, Florida State College – Jacksonville, and Miami-Dade College. They are called 2 + 2 agreements. If someone graduates satisfactorily from a community college, they will bring 60 credits with them and complete a degree here. We should make decisions about what courses count for common curriculum, what courses count for majors, and what courses count for general electives. This is between the chairs and the dean, and we need to do this in good faith with the students. There are details to work out. We do not want all of the courses to end up as electives. The community college advisors will be working with their students on a 4-year plan. Manganaro explained that the reason this is so important is that even though we hit our enrollment projections, we fell short of our transfer students by 30 students. We must do a responsible job, and it is important to do this as part of our mission. We should also offer financial aid to these students more generously than in the past. They will be considered a student like any other student.

Some concerns from the chairs included: too many courses coming in that fall under electives, that students coming from community colleges may not be up to par on our English standards, residency requirements for majors, language requirements, and study abroad programs.

Rich Wilson said that he would begin emailing the chairs the course lists from the community colleges so that they can make decisions about how to articulate courses and the different majors. Brad Petitfils said to pass over the common curriculum courses and focus on the major courses and to have this done by the end of the month. Manganaro thanked the chairs for doing this work.

**III. Web Update – Crystal Forte and Web Team**

Crystal Forte gave an update on how production on the new HNS website is progressing. She showed the chairs how the new site can be adjusted for mobile devices, demonstrated how the new sliders work, and explained how to highlight research projects. Due to the changes in Drupal software, she is holding web training the entire week of October 20<sup>th</sup> for all department web editors and administrative assistants. Any changes to the *program* pages will need final approval from the dean's office. Diane Riehlmann and Christine Murphey will receive email prompts if a *program* page needs final approval, and will go over the content with the chair and the dean.

Some of the chairs expressed that they may need help with recouping previous changes and also with copywriting, and would like the ability to show more videos on the home pages. Crystal said that videos could be incorporated to the new site. She stated that they have just hired a new copy editor to help with some of this. Requests for copy-editing should be filled in online. In terms of recouping previous changes, Crystal indicated the web team is short staffed. She stated that the new site would become live when the dean says it is ready to go.

#### **IV. Opportunities for Departmental Videos – John Snyder**

Although John Snyder was not able to make the COC, Dean Calzada said that he is offering his media services to video faculty and students on Tuesdays, Wednesdays and Thursdays. There were several suggestions from the chairs on possible videos, including LUCS interviews, group discussions and videos of course descriptions. These could all be linked to department websites. Dean Calzada will email the Doodle to faculty so that they may sign up for a video production time.

#### **V. College Restructuring**

Connie Rodriguez reported that the Board of Trustees accepted the recommendation of the senate on the college restructuring. The College of Liberal Arts and Sciences is a go with the dissolution of the College of Social Sciences. Criminal Justice may come to us as part of Sociology, or they may go to Professional Studies. They are also looking at the interdisciplinary programs individually. The School of Mass Communications wants to be a stand-alone school outside of the colleges, but this will be left up to the Provost. There are still fine point details to work out, so a committee has been formed to address these issues. The Provost's Advisory Committee on College Restructuring will advise and provide recommendations to the Provost on the refinements of Option 1 that was passed by the Senate at the September meeting.

Dean Calzada expressed concern that the implementation of the college restructuring will not be implemented until Fall, 2016. Dr. Rodriguez said that she would bring this concern to the committee.

#### **VI. 2015-2016 University Bulletin – Uriel Quesada**

Associate Dean Quesada reported that the bulletin revisions started October 1<sup>st</sup>. All revisions have to be finalized by February 1<sup>st</sup>. The new bulletin will go live on March 1<sup>st</sup>. Dr. Quesada told the chairs that he would print out their bulletin pages for review. They should mark any changes and send them back to him so that the dean's office can edit the changes in the bulletin.

New programs and new courses have to come to the College Curriculum Committee in the coming weeks. UC&CC and SCAP must approve these new programs by January. Dr. Quesada stated that the common curriculum has a different procedure. For common curriculum course proposals there is a web form that is forwarded to the chair first and then to the dean for approval.

#### **VII. SORC motions**

Dean Calzada spoke about the fact that the SORC motions have been old business at the last few college assemblies. After a brief discussion, the chairs were presented with two motions to be brought to the next college assembly:

*Motion #1 - To table the SORC motions indefinitely:* Move to accept the language of the motion was made and seconded. Vote on the question was by voice, with all in favor, none opposed and none abstained. Dean Calzada announced that the motion passed.

*Motion #2: To table the SORC 3 year process:* Move to accept the language of the motion was made and seconded. Vote on the question was by voice, with all in favor, none opposed and none abstained. Dean Calzada announced that the motion passed.

Dean Calzada said that both of the motions would be brought to the October college assembly.

**Move to Adjourn**

The Meeting was adjourned at 5:00 p.m.