

Loyola University New Orleans 2015 Humanities + Natural Sciences Annual Report

1.0 Executive Summary

Executive Summary

In the 2014-2015 Academic Year the College of Humanities and Natural Sciences (HNS) continued its work on strategic planning. Our planning process originated and had its roots on Loyola's Board approved strategic plan: Transforming Loyola 2020. HNS undertook the planning process with an eye towards college restructuring. In the fall of 2016 the departments currently housed in HNS will come together with the departments of Criminology and Justice, Political Sciences, Sociology, and the School of Mass Communications to become the College of Humanities and Natural Sciences. HNS approved the following Mission Statement at the January 15, 2015 College Assembly (although the college name used as a placeholder was "Loyola College"). This Mission Statement will have to be reaffirmed by the College of Arts and Sciences once it is constituted in the fall of 2016.

Mission: The College of Arts and Sciences (CAS) provides all students with a foundation in knowledge through teaching and scholarship within and across the liberal arts and sciences. The College educates students to lead meaningful lives with and for others; to appreciate and contribute to global cultures; to think critically and make decisions for the common good; and to have a commitment to the Jesuit tradition of a life of justice, service, and intellectual engagement.

General Description: The College of Humanities and Natural Sciences is the heart and soul of Loyola University New Orleans, serving as the center for undergraduate study. Loyola was established in 1912 on the firm foundation of The College of Arts and Sciences, the cornerstone of a Jesuit education. Over the years, there have been changes in administration and nomenclature, most recently in 2006 when the traditional core departments of the College of Arts and Sciences became the College of Humanities and Natural Sciences, but the university's grounding in and emphasis on the arts and sciences has never changed and the liberal arts and sciences remain as the foundation of the university itself.

A Jesuit education has its roots in the *Ratio Studiorum*, a plan of studies established by the Society of Jesus that incorporates the humanities and the sciences and which is grounded in the study of philosophy and theology. While a modern Jesuit education has evolved to include other professional studies, it is still grounded in the core disciplines that form the College of Humanities and Natural Sciences. Our college plays a central role in the cultural and intellectual formation of our individual students. We are committed to educating the whole person through rigorous academic studies and diverse cultural experiences. We offer the degree Bachelor of Arts in the fields of English, History, Languages and Cultures, Latin American Studies, Philosophy, Environmental Studies, and Religious Studies. The Bachelor of Science is offered in Biological Sciences, Environmental Sciences-Biology, Chemistry, Mathematics, Physics, and Psychological Sciences. The College offers a pre-engineering program through Physics and a pre-health professionals program. Each degree program has several concentrations or tracks in addition to an Honors curriculum.

The College of Humanities and Natural Sciences offers minors within each department, and contributes to thirteen [Interdisciplinary minors](#): African and African-American Studies, American Studies, Asian Studies, Catholic Studies, Computational Studies, Environmental Studies, Film Studies, Latin American Studies, Legal Studies, Medieval Studies, Middle East Peace Studies, New Orleans Studies and Women's Studies. These interdisciplinary will be incorporated in the reconstituted College of Arts and Sciences in the Fall of 2016.

In the 2014-2015 academic year, the College continued the implementation of the 6-12 grade Teacher Certification Program that was approved the previous academic year by the University. The program achieved Level 2 approval by the State Department of Education in January of 2015, with only three semesters of implementation. We were heartened at this accelerated pace of approval and with student interest. Over thirty students are pursuing courses in this program.

1.1 General Education Competencies

In order to fulfill its mission, the college has identified the following general education competencies that provide the framework from which our program-specific student learning outcomes are built:

All students of the College of Humanities and Natural Sciences will:

- Learn intellectual and practical skills that reflect the distinctive Jesuit mission of the university. These skills include (but are not limited to): critical thinking, effective communication, quantitative literacy, information literacy, and ethical reasoning.
- Learn about the physical/natural world (with exposure to scientific reasoning, mathematics, and environmental understanding).

- Learn about human cultures and traditions, with a particular emphasis on literature, languages other than English, history, the arts, philosophy, world religions, social behaviors, and global understanding.
- Learn Ignatian values, particularly, the formation of individuals who are with and for others, which includes an exploration of diversity, compassionate engagement with the world, and a commitment to social justice.
- Learn at least one distinctive methodology and subject matter of the humanities or the sciences.

Departmental assessment results of Student Learning Outcomes can be found in the departmental Annual Reports.

2.0 Unit Profile Summary

Unit Profile Summary

Office of the Dean

Dr. Maria Calzada,	Dean
Dr. Uriel Quesada,	Associate Dean
Mr. Rich Wilson,	Senior Academic Advisor (until May 11, 2015 when he passed away)
Dr. Jane Chauvin,	Director of Teaching Certification
Ms. Diane Riehlmann,	Assistant to the Dean, February 2013-present
Ms. Gail Reynolds,	Administrative Assistant
Ms. Christine Murphey,	Administrative Assistant (Until January, 2015)
Ms. Sara Clark,	Administrative Assistant (From January, 2015 until June 2015)
Ms. Sara Clark	Academic Advisor (From June, 2015)
Mr. Daniel McBride	Academic Advisor (From June, 2015)

In 2014-2015, the College of Humanities and Natural Sciences had eleven academic departments. Departments provided annual reports listing all faculty and staff in the College.

2.1 Staff Headcount

Source: HRS

HNS	AY 10-11	AY 11-12	AY 12-13	AY 13-14	AY 14-15
STAFF HEADCOUNT					

Staff - FT	5	4	6	4	6
Staff - PT	1	1	1	1	4
Total FTE Staff	5.33	4.33	6.33	4.33	7.32

2.2 Faculty Headcount

Source HRS

Pre-Law	AY 10-11	AY 11-12	AY 12-13	AY 13-14	AY 14-15
FACULTY HEADCOUNT	0	0			
Ordinary Faculty (Tenured) - FT	0	0			
Ordinary Faculty (Tenure Track) - FT	0	0			
Extraordinary Faculty - FT	0	0			
Total FT Faculty Headcount	0	0			
Part-Time Faculty - PT	1	1			
----TOTAL FTE Faculty	.33	.33			

3.0 Goals for Current Academic Year

Goals of the Dean

In her 2013-2014 self-review, the dean listed the following items as challenges for the 2014-2015 academic year:

1. Strategic Planning for HNS
2. Continue to work on encouraging undergraduate research
3. Work with the Provost on possible university restructuring
4. Work with the Provost on the managing of our budget deficits
5. Faith in the Future Campaign
6. Recruitment and retention
7. Pre Health Professions
8. Ignatian Colleagues Program
9. Social media for the college

Here is a brief reflection on progress made in these items.

1. Strategic Planning for HNS:

The College Planning Team (CPT) approved the formation of an Ad-Hoc Strategic Planning Committee (Dean Calzada, Associate Dean Quesada and Drs. Rosalie Anderson and Chris Schaberg) to lead the process of strategic planning. The Ad-Hoc committee held a number of focus group meetings (with the active participation of the CPT) in the fall of 2014 and made presentations of the progress at the Council of Chairs and the College Assembly. At the January 15, 2015 College Assembly HNS approved Mission, Vision and Values statements as the basis for our strategic plan. At the March 19 College Assembly HNS approved three strategic initiatives to guide our operations. These can be found in the HNS intranet, [here](#).

2. Continue to work on undergraduate research:

This year HNS supported five new LUCS (Loyola University Collaborative Scholarship) fellowships in the Humanities, involving five faculty-student teams. Additionally, HNS supported seven Bobet Fellowships with undergraduate research collaborations.

3. Work with the Provost on possible university restructuring:

We have made significant progress on this front. In the summer of 2015 the Associate Dean lead a reorganization process in the dean's office with the goal of being ready to handle all of the students currently in HNS and those from the College of Social Sciences (CSS) who would become part of the reconstituted College of Arts and Sciences. The process was implemented by a team involving the Associate Dean, the two academic advisors, and the administrative assistants.

4. Work with the Provost on the managing of our budget deficits:

The Dean is a member of the Presidential Advisory Committee on Financial Equilibrium (this committee is chaired by the Provost). This group worked with consultant Lucie Lapovsky in the spring and summer of 2015 to review every program in the university (academic and non-academic) with the goal of saving \$10M. The Dean is also chairing this committee's and Faculty Loads Task Force, charged with investigating curricular efficiencies. The work of financial equilibrium will continue for the next five years.

5. Faith in the Future Campaign:

In the spring of 2015 the Dean learned that with the Environment and Classics \$2M gifts in the 2014-2015 academic year HNS is \$400k away from its Faith in the Future goal of raising \$4.5M towards departmental and college endowments. In addition to the Classics and Environment gifts, HNS secured \$51K for the Kent physical Science Endowment, \$50K for the Coatney Psychology Endowment (the Coatney's started this endowment in the spring of 2014 year with a \$25k gift), and about \$35K for the Kurt Birdwhistell's Chemistry Endowment. Additionally, the passing of two beloved long-term staff members (Sonya Bordes and Rich Wilson) created the opportunity to start scholarships in their honor.

6. Recruitment and retention:

Our efforts on this front included an international trip to Panama with the Provost and V. P. for Enrollment Management, Roberta Kaskel. The hope that this trip will be a catalyst for increased recruitment in the area. In addition, we participated in the fall and spring Open Houses and had meetings with local school officials that hopefully will result in recruitment opportunities.

7. Pre Health Professions:

This year Dr. Lynn Koplitz has continued to serve as director of the Pre-Health Professions Committee. She gave two very well attended presentations at the Fall and Spring Open Houses and worked to reform the activities of the Pre-Health Professions Committee and website. The Dean collaborated with Dr. Koplitz and the Student Success Center to hire our first Pre-health Professions Advisor. A report on what medical schools students attend after graduating from Loyola and related acceptance rates is included in the supporting documents section.

8. Ignatian Colleagues Program:

The Dean participated in two on-line workshops as part of ICP. She also participated in the Magis Retreat to take place the last week in June.

9. Social media for the college:

HNS now sends out two electronic newsletters and the Dean has an active twitter account (@LoynoHNSDean) where she posts news and information about faculty and students in HNS.

4.0 Budget for Current Academic Year

The initial budget allocations on August 1st, 2014 were as follows:

Computers	52,200
Travel	70,000
Dean's Operating Budge	77,324
Unallocated Operating Budget	20,354
Departmental Operating Budget	165,503
TOTAL	385,381

The Deans Office Operating Budget handled the costs of office supplies, service contracts, faculty and staff get-togethers (food, space reservation, catering), conference registration, staff development, honoraria etc. Part of the Unallocated Budget was used for Bobet Fellowships (\$18,243). During the summer of 2015 remaining operating funds were used to purchase faculty and staff computers. We also furnished the Dean's Office conference room with new smaller chairs to accommodate the additional faculty who will be joining our college due to the restructuring. In addition, the HNS Dean's Office paid for chairs to furnish an additional conference room to accommodate faculty/student collaborative research meetings.

The College of Humanities and Natural Sciences is highly dependent upon Tech Fee Funds to fund student-related technological needs. It has insufficient resources to fund service maintenance contracts and equipment repairs in the sciences and to address the needs of technology related to faculty research.

The table below describes the gifts received by HNS in the AY 2013-2014 and AY 2014-2015 (Source, Martha Bodker, Director, Advancement Records, Institutional Advancement):

2014 Fiscal Year to Date Gifts Received to July 31
Campaign Type
\$302,936 Outright Gifts for Capital Purposes
\$85,231 Outright Gifts for Current Operations
\$28,576 Outright Gifts, Dean's Discretionary Funds
\$416,743 TOTAL RECEIVED HNS
2015 Fiscal Year to Date Gifts Received to July 31
\$2,254,931 Outright Gifts for Capital Purposes
\$66,693 Outright Gifts for Current Operations
\$25,432 Outright Gifts, Dean's Discretionary Funds
\$2,347,056 TOTAL RECEIVED HNS

Total gifts to the College increased by 463%, although fiscal year 2014-2015's significant numbers were attributable to two million dollar gifts, to the Environment program (although the Environment gift will be completed in FY16) and Classical Studies. This year we had some additional successes in fundraising, for example, the Rachel and Stephen Kent Research Endowment for Science and Mathematics (\$51k), and the Psychological Sciences Research Fund (\$50k). Still, total the Outright Gifts, Dean's Discretionary Funds continues to decrease (circa \$38K in FY13, \$28K in FY14 and \$25k in FY15). One could hypothesize that the Faith the Future Capital Campaign is diverting funds from the Dean's discretionary account to other campaign priority areas.

Annual Fund moneys were used for contributions toward speakers' fees and expenses, travel expenses for students attending conferences, to help fund Nova Religio, to fund faculty and staff awards, to fund start-up accounts for new faculty, and for other related expenses.

5.0 Assessment Report

Assessment

The College has developed a rotation for in-depth program evaluations. Below we include the current timetable for these in-depth reviews since 2013-2014 and for the next five years.

2013-2014	Psychology (this review has been postponed until 2015-2016 because of the Monroe Hall renovation)
2014-2015	Chemistry, History, American Studies minor, Math, Math Lab, Computational Science minor, Middle East Peace Studies minor (all internal reviews)
2015-2016	Psychology, English, African and African-American Studies, Religious Studies, Walker Percy Center, Film Studies minor, Catholic Studies minor (all internal reviews except Psychology whose external review was postponed in 2013-2014 because of the Monroe Hall renovation)
2016-2017	WAC, Philosophy, L&C, Language Lab, Film Buffs, Asian Studies minor (all internal reviews)
2017-2018	Biology, Physics, Medieval Studies minor, Program in the Environment (all internal reviews)
2018-2019	Center for Latin American and Caribbean Studies, Latin American Studies, Women's Studies, Legal Studies minor, Office of Teacher Certification* (all internal reviews except for Teacher Certification)

The evaluation process involves writing an in-depth internal report. If the review involves an external evaluation (which happens every ten years) we invite two external experts to visit the College and the program in the spring semester. The external evaluators visit for about two days in which time they meet with faculty, staff, administrators and students, and they review curriculum and facilities. The external evaluators then write a report with an assessment of the program and with recommendations for improvement. The following academic year the department digests the external report and meet with the Dean and the Provost to discuss findings and recommendations. The Dean then reports on the process and findings to the Standing Council for Academic Planning (SCAP). Over the next few years the department works on implanting a plan for improvement based on its own evaluation and the external reviewers' report. Five years after the external review the department conducts an in-depth internal review which concludes with a report to SCAP.

The 2014-2015 the listed programs were due for internal evaluations, as five years prior these programs invited external reviewers. Chemistry was granted an extension of its review to coincide with its ACS re-accreditation process.

In the spring of 2015 the President convened the Financial Equilibrium (FE) process mentioned before to closed a \$25M projected budget disequilibrium over the next five years. The FE process included a review of all academic and non-academic programs at the institutions. SCAP decided that the in-depth review of the FE equilibrium committee would serve as the purposes of periodic review this academic year.

Dean's Office Reorganization

When Associate Dean Quesada assumed the AD position in the summer of 2014 he reported that most of the processes in the office had not been previously documented or assessed. Because we had long-term staff members in the office, there was no description or timeline of key tasks and procedures. Some responsibilities were not formally assigned to staff members, but there was a sense that the Dean's Office would take care of any issues, even those that should be solved by departmental offices or other university administrative units.

The Associate Dean worked with Senior Academic Advisor Rich Wilson to identify issues and prioritize tasks and processes. He also worked with Ms. Gail Reynolds and empowered her to take on important tasks and added responsibilities. One of the most urgent needs was identifying a second academic advisor. HNS served about 1,100 students, but only had one academic advisor (AA). The AA takes care of graduation audits and certifications, DPCL updates, and general advising. In previous years the AA and AD also assumed a number of additional tasks that were responsibility of chairs and department advisors. In addition, there was not a clear delimitation of the services the office provided vis-à-vis other support offices such as Student Success or Counseling. Finally, the Office lacked an appointment system to better serve the students.

In January, Ms. Sara Clark joined the team first as an administrative assistant and then as a second AA. Mr. Wilson passed away in May, and a new AA, Mr. Daniel McBride, was hired in June. This sad situation put a lot of pressure on the Dean's Office at a critical time, when graduation certifications had to be done, and orientation had to be planned. The new team, however, excelled, and no services were affected.

In brief, the work in reorganizing the Dean's Office worked included:

- Re-definition of student advisors duties
- Reorganization of Front Desk services

- A move to a service-by-appointment system
- Weekly meetings with the AD, AA, and Ms. Reynolds to discuss issues, reflect on challenges and propose service improvements
- Identification of main processes for documentation purposes
- Mentoring and developing our office staff, in particular, Ms. Reynolds Ms. Clark, and Mr. McBride.

6.0 Summary of Achievements

The 2014 Provost Report included a web listing of all publications, presentations and honors by the HNS faculty in the 2014 year. The listing is currently located at <http://academicaffairs.loyno.edu/college-humanities-and-natural-sciences-provosts-report-citations>. Since it is expected that this listing will be replaced very soon with information from 2015, we include the listing in the supporting documents for the record.

7 Supporting Documents

Humanities + Natural Sciences Supporting Documents

[College of Humanities and Natural Sciences Provost's Report Citations Office of Academic Affairs Loyola University New Orleans.pdf](#)
[Medical Schools Report.pdf](#)