

College of Arts and Sciences
Dean's Advisory Council Meeting – Bobet 202
October 3, 2016 • 3:30 p.m. – 5:00 p.m.

MINUTES

Call to Order

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

Attended: Joe Berendzen, John Biguenet, Maria Calzada, Eileen Doll, Sonya Duhe, Erin Dupuis, Philip Dynia, Don Hauber, Craig Hood, Armin Kargol, Marcus Kondkar, David Moore, Uriel Quesada, Connie Rodriguez, Rae Taylor, Ralph Tucci, Bill Walkenhorst

Also Attended: Leslie Culver, Susan Oakes, Brad Petitfils

I. Approval of Minutes

The minutes of September 12, 2016 were approved with one abstention.

II. Magis Program Report – Susan Oakes and Brad Petitfils

Ms. Susan Oakes from Enrollment Management and Dr. Brad Petitfils from Institutional Research gave a [report on The Magis Program](#) and the process of provisionally admitting students. Dr. Petitfils said that in previous years those students came to Loyola via Summer Bridge and the former Academic Resource Center. Data shows that those students had 4-year graduation rates as low as 18% and 6-year graduation rates at 45%. The Student Success Center is working with the Office of Admissions to manage these provisional students. They are now admitted already on academic probation and must sign a contract indicating they understand that they must get a 2.0 or higher by the end of their first academic year. He said that we now have special advising for these students, and faculty are meeting with them on a regular basis.

Ms. Oakes reminded the chairs that the Fall Open House would be on October 15th. She said that as of now 249 students are registered, and that we should see a spike closer to the event. She said that students will have the option to attend two sessions.

III. Faculty 180 – Leslie Culver

Dr. Leslie Culver, Data Analyst from Institutional Research presented a [PowerPoint on Faculty 180](#), the software that tracks faculty credentials, workloads, evaluations, promotion and tenure, and research activities. She said that we are about one year out from its full roll-out. Faculty 180 is a single place for faculty to archive their CV's, achievements, and can also be used for creating accreditation reports. It will eliminate vita updates. The faculty benefits by saving time and being able to manage data in one location. The University benefits by improving efficiency. There will be a pilot group consisting of Mass Communication, English and Chemistry with student assistants helping to input data. We will get feedback from this pilot program before the roll-out in Fall 2017. There will be ongoing faculty training workshops on Faculty 180.

IV. Calendar

- October 14 – Units submit recommendations for reappointment/non-reappointment of 2nd year faculty to dean's office
- October 14 – Mid-term deadline for posting grades-midnight
- October 15 – Fall Open House – Dr. Quesada said that he would send an email with any changes on sessions or rooms
- October 17 – Sabbatical and academic leave – applications and pertinent documents are due to dean's office

- October 24 – Spring/Summer 2017 registration advising begins
- October 31 – Sabbatical Leave: Sabbatical leave reports on the results of the project undertaken during sabbatical leave in AY 2015-2016 are due to the Provost
- November 1 – Promotion and Tenure: Deadline for College Rank and Tenure Committees to begin review of promotion and tenure cases/applications, including VSP emeritus cases
- Dr. Rodriguez announced two lectures by Dr. Irving Finkel on October 30th and 31st.

V. Research Active Faculty Discussion

Dean Calzada said that the Provost wants deans and chairs to implement Research Active in the Fall of 2017. She suggested to the Provost that we have to look at both research and service. Faculty doing research, but no service should teach a 3/4. Faculty doing service, but no research should teach a 3/4. Faculty doing no service and no research should teach 4/4.

VI. Vita Updates – Google Docs Discussion

After a discussion regarding vita updates, Dean Calzada said that we will use the form again this year with some corrections. It is expected that Faculty 180 will replace the vita update form next year.

VII. Scholarships

Dr. Quesada said that we should facilitate the process of how students are awarded scholarships. In the spring, departments will identify those students who should receive scholarships, and send him that information. He said he would then work with Carrie Glass on the list.

VIII. Sci Hi College Fair

Dr. Craig Hood said that he attended the Sci Hi College Fair with Dr. Grissom from Psychological Sciences. He said it was very valuable for faculty to be there, and that it would have been embarrassing if there was no representation from Loyola. He encouraged everyone to attend these functions whenever possible.

After an Executive Session, the meeting was adjourned.