

College of Arts and Sciences
Dean's Advisory Council Meeting – Bobet 202
April 3, 2017 • 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: Terri Bednarz, Joe Berendzen, John Biguenet, Maria Calzada, Eileen Doll, Sonya Duhe, Erin Dupuis, Phil Dynia, Don Hauber, Armin Kargol, Marcus Kondkar, David Moore, Uriel Quesada, Connie Rodriguez, Rae Taylor, Ralph Tucci

I. Approval of Minutes – March 6, 2017

The minutes of March 6, 2017 were approved with no abstentions.

II. Calendar

April 3 – Fall 2017 Registration begins/Summer 2017 continues. Dr. Don Hauber expressed concern that unit leaders were being blocked from authorizations. Associate Dean Dr. Uriel Quesada said that Kathy Gros will be lifting these blocks today.

April 18, 20 & 25 – VP Enrollment Management Search Campus Visits and Open Forum in Multimedia 1, 12:30 – 1:30 p.m. Dean Calzada said that 3-4 candidates will be coming for campus visits. The College Assembly will be changed to April 27th so that faculty may attend the forum.

April 21 – Physical awards (certificates, plaques, books, etc.) to be given to students at CAS Honors Convocation due in dean's office.

April 22 – President's Open House II. Dr. Quesada said that this Open House will replicate the last one. If anyone is willing to come and talk about undergraduate research, to please let him know. Dr. Connie Rodriguez volunteered. Dean Calzada said that as of now only 50 students have registered. There was also a discussion about science and math tables being put together, and having the sciences sessions be at a different time than Pre-health session.

III. Summer Advising

Dr. Quesada said that the dean's office will take over the summer advising tasks that Sue Mennino used to perform. He said that Sara Clark has already been in touch with unit leaders about what we will be accomplishing this year. Registration starts May 26th and registration day will be eliminated. Goals are that students be registered by orientation date, departments be in control of advisees, and that we can establish a close connection with those students after they deposit. Sara is coordinating the questionnaire we sent out last year and will send another version this year. This will hopefully reduce the change of majors at the last minute.

IV. First Year Seminar

Dr. Quesada said that after working with Carol Ann MacGregor, they now have 18 first year seminars – 5 for honors students, and pilot programs with English, Bio Inquiry and Psychological Sciences. He said the goal is to serve as many students as possible in the fall, and will add more in the spring if needed.

V. First Year Experience

Dr. Quesada said that this year the First Year Experience will be created by Dr. Jean Brager of the Languages and Cultures Department, and focuses on the graphic novel, Persepolis. Persepolis is the French-Iranian animated biographical film based on Marjane Satrapi, a young girl coming of age during

the Iranian Revolution. Our incoming freshman will receive the book, a link to the movie and a letter from Dr. Brager. The first event will be a roundtable on September 13th about immigration. Another event will be Loyolathon, a trivia competition about the Loyola mission. The student with the highest score will be the ambassador of the cohort and will receive prizes from the book store or others. There was a discussion about whether or not Muslim students would appreciate this theme. Dean Calzada said that Dr. Brager would reach out to Drs. Behrooz Moazami and Adil Khan about this issue.

VI. Independent Studies

Dr. Quesada showed a rough draft (Attachment #1) of a new independent study form, and explained that after a discussion with some of the unit leaders, Patrick Armstrong and Kathy Gros, there is a strong recommendation that we should have a cross college policy. The form could be on the internet, and would reflect info needed such as number of contact hours and how the course is going to be graded. The process for approval would be signatures of the instructor, chair and associate dean, with the student being well informed of the work involved. Dr. Quesada said he would like to include this in the next bulletin, and that we need an independent study policy similar to other universities. He said that he would share this draft at the next associate dean's meeting.

VII. VP Enrollment Management Search

Dean Calzada said the candidates for the VP Enrollment Management position have a track record of showing growth in enrollment. The SKYPE interviews will be held this week.

VIII. 670 Yield Activities

Dean Calzada gave an update on 670 Yield Activities. She said that she attended a reception this past weekend in Miami with Dean Kern Maass, and students seem to be excited about coming to Loyola. She said postcards have gone out, students are texting, and faculty/staff are being encouraged to be a part of the April 22nd Open House. May 1st is deposit day, May 10th is the historical high-water mark, and the goal is 670 students.

IX. Magis Project

Dean Calzada said that the deans are part of the Magis Project "sounding board." At last week's sounding board meeting, the Magis Project presentation that McKinsey gave to the Board of Trustees at the March meeting was shown. This presentation included their due diligence report. McKinsey sees opportunities in many areas, including, but not limited to, increasing retention, international recruiting, and articulation agreements with community colleges. They also talked about cutting \$9 million, most not in people, but they didn't go into a deep plan. The Board had to vote on whether to continue with McKinsey at the next stage of the Magis Project. They voted to continue. They are currently negotiating the contract.

Attachment #1: Independent Study Form Draft

Loyola University New Orleans
 College of Arts & Sciences
 Independent Study Course

Department	Prefix	Number	Section	Course Title

Instructor	Office	Phone	Email

Course Description & Independent Study Scope (500 characters)

Reading List / Bibliography

Instructor Supervision

Weekly instructor contact hours:	
Weekly student research/project hours:	
Course credit hours:	

Assignments & Deliverables	Percentage of Grade

Instructor Signature	Date

Student Name (Print)	Student Signature	CWID	Date

Department Chair (Print)	Department Chair Signature	Date

Associate Dean (Print)	Associate Dean Signature	Date