

College of Arts and Sciences
Dean's Advisory Council Meeting – Bobet 202
January 7, 2019 • 3:30 p.m. - 5:00 p.m.

MINUTES

Call to Order

Dean Uriel Quesada called the meeting to order at 3:30 p.m.

Attended: Teri Bednarz, Eileen Doll, Erin Dupuis, Hillary Eklund, Don Hauber, Craig Hood, Leonard Kahn, Martin McHugh, David Moore, Uriel Quesada, Jaita Talukdar, Rae Taylor, Ralph Tucci, Bill Walkenhorst, Roger White

I. Minutes Approval

The minutes of December 3, 2018 were approved with one abstention.

II. Calendar

- **January 15** - First-Year Faculty - Renewal/non-renewal recommendation letters due to dean for contract in 2019-2020 (2nd year of service)
- **January 15** - Second-Year Faculty - Renewal/non-renewal recommendation letters due to dean for contract in 2020-2021 (4th year of service)
- **January 17** - College Assembly, 12:30 p.m. - 1:50 p.m., Bobet 332 - Dean Landrieu will be in attendance to discuss the pre-law program
- **January 18** - President's Convocation for faculty/staff, 3:00 p.m.
- **February 15** -Fourth-Year Faculty (Pre-Tenure Review) renewal/non-renewal recommendations letters due to dean for contract in 2019-2020
- **March 17-18 and April 7-8** - Open House

Dean Quesada mentioned that Meet the Dean events are now happening. He said he will coordinate meetings with department chairs of the students chosen major.

III. Budget Report - AY 2019-2020

Dean Quesada said that he reported last year's approved budget figures, including gift account expenses, to Adrienne Blanco for the upcoming AY 19-20 budget. He said although we are still coming back from financial crisis, we are working on a balanced budget. Everyone is encouraged to request funding for projects. There was a question about chair stipends being the same as this year, and Dean Quesada said probably so.

IV. Vita Updates

Dean Quesada said that Carol Ann MacGregor requested feedback on the new faculty activity update form, although the Provost gave the OK to begin the process. He asked the chairs for input on a deadline, and January 31st was agreed upon.

V. Credit Hour Policy

Dean Quesada reported on the credit hour policy for Dr. Kargol, who was not in attendance. He said that the Associate Deans Council (ADC) approved [a credit hour policy for online and on-ground courses](#). Regulations must include what students do outside of the classroom and what they do to prepare for class. A three-credit course requires a minimum of 6,300 minutes per semester. Implementation is still pending, and Dean Quesada said that there will be further discussion on this.

VI. Summer Courses

Dean Quesada said that he is working on summer courses with Patrick Armstrong. Some courses were taught every summer, but a number of these may need to be cancelled based on the revenue generated and the need for online and new courses. He said that he will work closely with the departments on this issue.

There was a discussion about the many issues involved with the online program. Dean Quesada said that these issues are being addressed and worked on.

VII. City College

Dean Quesada said that at the last Senate meeting, Provost Calzada presented an idea for getting City College back at Loyola and offering associate degrees. The Senate did not approve any proposal and requested more information to be presented at the next meeting.

The chairs discussed the possibility of associate degrees which included issues regarding intellectual property, staffing, tuition, the Loyola Core, and the importance of brand loyalty.

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