

**College of Humanities and Natural Sciences
Council of Chairs Meeting – Bobet 202
March 7, 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: Terri Bednarz, John Biguenet, Maria Calzada, Eileen Doll, Sonya Duhe, Erin Dupuis, Philip Dynia, Mark Gossiaux (for Connie Mui), Don Hauber, Armin Kargol, Lynn Koplitz, Marcus Kondkar, David Moore, Uriel Quesada, Connie Rodriguez, Rae Taylor, Ralph Tucci

Also Present: Sara Butler, Naomi Yavneh

I. Approval of Minutes

The minutes of February 1, 2016 were approved with one abstention.

II. Honors Program – Sara Butler, Naomi Yavneh

Drs. Butler and Yavneh presented a proposal for an Honors sequence, which would help students prepare for their senior projects ([Attachment #1 Link](#)). Dr. Butler said that most students are unprepared for their thesis, and they cannot graduate without having completed it. The proposal would institute Research Literacy, an intensive one credit course. In the spring of sophomore or junior year, the students would meet with faculty members to discuss their approaches to research.

There was a discussion about how one size does not fit all in research approaches, how this looks like it is geared more for the humanities than the sciences, and how exposing students to how research is done across the disciplines is a good idea. Dr. Butler said that it would be beneficial to them if someone from the sciences could help them figure out how to implement this proposal for those disciplines. She asked for feedback via email.

Dr. Yavneh then spoke about the Honors curriculum with respect to the Loyola Core ([Attachment #2 Link](#)). She said that it is important for departments to think about ways to provide Honors with courses. Honors now has 250 students, and more will be coming. She thanked the chairs for their work on this.

III. Calendar Review

March 7 – Chairs submit fourth year pre-tenure review materials to dean

March 9 – Dr. Rodriguez announced a lecture by Dr. Grant McCall – “New Perspectives on the First Humans” at 8:00 p.m. in the Whitney Bank Presentation Room

March 11 – Chairs deadline for posting Fall 2016 courses into SIS

March 13 – Mid-term deadline for posting grades – midnight

April 1 – Deadline for all information on awards given out at Honors Convocation

April 1 – Deadline to submit Faculty/Staff Excellence Awards nominations with complete packets to dean’s office

IV. Evening Program Course Needs

Dr. Quesada announced that the evening program is in need of courses for Fall 2016, and shared a memo from Melissa Lightell ([Attachment #3 Link](#)). Several chairs expressed that there were errors in the memo.

V. Open House

Dean Calzada reminded the chairs that Open House is on March 12th. There are special sessions in the morning, and the rec plex session is from noon to 2:00 p.m. She said that the dean’s office is ordering easels for those doing poster presentations. She reminded everyone to bring their

department tabletop banners. Dr. Quesada said that he would check with Edouard Crago on a pre-health table.

VI. Honors Convocation

Dean Calzada reminded everyone that the Honors Convocation is on May 20th, and all information on awards is due April 1st. Sara Clark sent out new instructions recently with all instructions. Dean Calzada said that she would send an email to the science chairs about the Mullahy-Faust physical science award.

VII. Advising Pilot Program – Sue Mennino

Dr. Mennino announced a pilot proposal to revise summer advising ([Attachment #4 Link](#)). This came out of the Advising Think Tank Workgroup and will enhance first year advising. The goal is to reduce the number of changes that students make and to help connect them with the university through their summer advisor. The pilot will consist of 5 summer advisors, and they will receive a \$1,000 stipend. Faculty interested in serving as summer advisors should send an email to Dr. Mennino, who will select them in consultation with the dean's office.

VIII. Loyola Core

Dr. Quesada said that the Loyola Core would be implemented in Fall 2016. The Provost sent an email in February stating that students have the option to stay in the old curriculum or switch to Loyola Core. Dr. Quesada said that the dean's office staff will meet with each department about this. We will begin scheduling meetings next week.

IX. U.ACHIEVE

Dr. Quesada said that u.achieve implementation will begin this summer with the 2016-2017 DPCL's. He said departments will hear on what needs to be done.

X. SACSCOC Update

Dean Calzada said that the SACS visit last week went very well and we were asked to give more information on three items:

1. QEP – recommending more structure and resources; should be considered large faculty development opportunity
2. Law school
3. Financial Stability

They will send us a report and we have to respond by August 4th on points 1 and 2; the financial clarifications will come after the 2015-2016 books close.

XI. Faculty 180

Dean Calzada showed a short video on Faculty 180, a web-based solution for collecting data for CV's, grant writing, accreditation reporting, vita updates, etc. The university is considering adopting this platform. More information can also be found at www.Data180.com.

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