

**College of Humanities and Natural Sciences
Council of Chairs Meeting – Bobet 202
May 4, 2015 • 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: John Biguenet, Maria Calzada, Eileen Doll, Erin Dupuis, Craig Hood for Frank Jordan, Mike Kelly, Lynn Koplitz, Martin McHugh, David Moore, Connie Mui, Uriel Quesada, Connie Rodriguez

Also Present: Terri Bednarz, Jane Chauvin, Sonya Duhe, Don Hauber, Rae Taylor, Ralph Tucci, John Sebastian, John Snyder, Naomi Yavneh

I. Approval of Minutes

Minutes of April 13, 2015 were approved with two abstentions.

II. Calendar

- **May 7** – Honors - Honors Convocation
- **May 8** – College of HNS Honors Convocation
- **May 8** – University Baccalaureate Mass
- **May 9** – Commencement
- **May 11** – Deadline for posting grades – midnight
- **May 18** – New student registration
- **May 29** – Staff performance reviews due to HR with a copy to the dean's office
- **June 21-23** – Summer Orientation
- **June 24-26** – Summer Orientation
- **June 28-30** – Summer Orientation
- **August 18-19** – Summer Orientation

III. New Student Registration – Associate Dean Uriel Quesada

Associate Dean Quesada said that on May 18th all departments will have a list of students so that they may assign advisors. We will get test scores and information on placement for Math and English. The placement test results will be online for students. He said that we would meet in Mercy 105 as a group to register students. Dr. Yavneh reminded everyone to make sure that honors students are marked.

IV. Summer Orientation Update

Dean Calzada said there would be a joint summer orientation for HNS and the undergraduate programs in CSS. General Studies students will come to the HNS dean's office from both colleges after the general session at Nunemaker auditorium. And, starting in the fall semester, if students need help, they will come to Bobet 202. The chairs questioned the need for

three orientations, and Dean Calzada said that she would pass that information along. She also encouraged everyone to attend the receptions.

V. Master of Arts in Teaching Report – Dr. Jane Chauvin

Dr. Chauvin reported that Loyola's undergraduate education program now has 30 students. Students graduate with a teaching certificate. She stated that this program does not bring in a new revenue stream. In order to bring revenue to the university, she is proposing a Master of Arts in Teaching which combines initial certification with a masters degree. She said that there are 3 routes to certification: traditional – what we have now; alternative – which we will apply for; and Master of Arts – certification in an area of study with a masters at the same time.

Dr. Chauvin went on to say that in the MAT students would move through the program very fast – 2 summers and fall and spring. Schools could hire students if they are in the program. She said we would add research and statistics to the requirements. We would need to be approved by the state, but the first 12 syllabi would have to be developed. She said that she is currently working with Dr. Aimee Thomas as Assistant Director of Teacher Certification. If we want to get this going we should talk to SACCS.

VI. Purchasing Contracts – Professor John Biguenet

Professor Biguenet reported that the English department had entered into a contract with Canon, and, subsequently paying too much. There is no release clause, and we could save money by using the University default contracts with Xerox. He urged everyone to review their existing contracts to see if there is an escape clause.

VII. Articulation Agreements – Associate Dean Quesada

Dr. Quesada asked the chairs to please check the roadmaps they received, and to let him know if they are ok.

VIII. Curriculum Committee Nominations

Dean Calzada said that we need nominations to fill vacant positions in the C.C. Nominations come from Council of Chairs and elections follow if more are nominated than vacancies are available.

IX. Revenue Generating Ideas – Professor John Snyder

Professor Snyder asked the chairs to come up with a list of revenue generating ideas by May 20th. He said it wasn't out of the question to hire new people, but if the new program does not need a new full-time person, it will go to the top of the list. Please include expenses and anticipated number of students. Summer programs, night programs, etc. are all on the table. He said that he has a Blackboard account if anyone wants to see what is being considered.

X. Common Curriculum – Dr. John Sebastian

Dr. Sebastian reported that on April 17th there was a recommendation sent to Lucie Lapovsky. Two motions were presented – the original CC proposal and a model of a 40-hour curriculum. There was a straw poll taken with 6 votes in favor of the original proposal, 2 for the 40-hr proposal, and 2 abstentions. Dr. Sebastian then said there was a recommendation from that meeting for further discussion (Attachment).

XI. Financial Equilibrium – Dean Calzada

The financial equilibrium process continues. The goal is to find \$25 million in cuts and growth. The next phase includes a review of all programs, academic and non-academic. More information will be forthcoming.

XII. Senate Meeting

Dr. Connie Rodriguez announced that there would be a town hall meeting with Lucie Lapovsky on May 21st and encouraged everyone to attend.

XIII. Additional Council of Chairs Meeting

Dean Calzada announced that there would be an additional Council of Chairs meeting on May 13th at 3:30 p.m. to discuss program reviews.

Meeting adjourned at 5:30 p.m.

Attachment: Common Curriculum

Common Curriculum – endorsed by the SCCC (April 17, 2015)

First-Seminar <i>must be completed in the first year</i>	3 cr
ENGL: Critical Reading and Writing <i>must be completed in the first year</i>	3 cr
MATH: Math Models <i>must be completed in the first year</i>	3 cr
SCIE I: Investigating Nature	3 cr
SCIE II: Natural Science in Context	3 cr
HIST I <i>HIST I and/or HIST II must add new learning outcome(s) explicitly addressing Diversity</i>	3 cr
HIST II <i>HIST I and/or HIST II must add new learning outcome(s) explicitly addressing Diversity</i>	3 cr
PHIL I: Philosophy of the Human Person	3 cr
PHIL II: Ethics	3 cr
RELS I <i>RELS I and RELS II must include coverage of world religions and Christianity RELS I or RELS II must add new learning outcome(s) explicitly addressing Catholicism</i>	3 cr
RELS II <i>RELS I and RELS II must include coverage of world religions and Christianity RELS I or RELS II must add new learning outcome(s) explicitly addressing Catholicism</i>	3 cr
Writing about Literature	3 cr
Creative Arts and Cultures	3 cr
Social Science <i>must add new learning outcome(s) explicitly addressing Diversity</i>	3 cr
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	42 cr total
 <i>One Common Curriculum requirement will automatically be satisfied by appropriate - introductory or general content course required within the major for each degree program, resulting in an automatic deduction of 3 cr from the total. E.g., English majors will satisfy Writing about Literature with a required literature course in the major; College of Business students will satisfy Social Science with a required ECON course; College of Music and Fine Arts students will satisfy Creative Arts and Cultures with an introductory art, music, or theatre course; etc.</i>	
	-3 cr
	<hr/>
	39 cr total