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SALVE REGINA UNIVERSITY FACULTY ASSEMBLY

Minutes of the Meeting of October 1, 2001

Johnelle Luciani, RSM, Speaker of the Assembly, presided.

1. **Moment of Silence.** The Speaker asked that the Assembly observe a moment of silent prayer for the victims of the September 11 tragedy, for their families and friends, for their family and friends, for the wonderful workers who continue to give so freely of themselves in service, and also for the leadership of our country and all world leaders that they may work to achieve justice for all people.
2. **Call to Order and Minutes.** The meeting was called to order and 2:05 PM. The Minutes of the meeting of May 22-23 were approved.
3. **Announcements**

Minutes: The Speaker announced that, in an effort to reduce waste, paper copies of Minutes for meetings of the Faculty Assembly and the Executive Committee would no longer be routinely sent out to all members of the full-time Teaching Faculty. The Executive Committee's Minutes will be included in the Assembly's Web page as soon as they are available. The draft Minutes of the Assembly will also be placed on the Web page before a meeting and the approved Minutes after they are approved.

Paper copies of these Minutes will be available at the library on reserve, for faculty only. The secretaries in Faculty Services offices will also have copies available for faculty only. If faculty still wish to receive a hard copy of these Minutes, they may put their name on a list (circulated during this meeting).

Treasurer: The balance in the Assembly's account is \$1044.

4. **Motion Concerning Dues**

At its meeting of June 15, the Executive Committee had drafted the following recommendation for the payment of dues: "(a) Dues shall remain what they have been -- \$35. (b) There will be a charge for attending the Year-End Party, but those who have paid dues shall receive a discount."

The rationale for the recommendation was as follows: Dues pay for socials after meetings, gifts for secretaries, Get Well cards and gifts, cards for condolences and congratulations, and so forth. It has been the custom to allow individuals to attend the Year-End Party for no extra charge, if they have paid their dues. This custom could result in a large deficit if a large number of faculty decide to attend the Year-End Party. The Executive Committee asks for some leeway, just in case the available funds cannot cover the cost of the Year-End Party.

A Motion was presented that the Assembly accept the recommendation of the Executive Committee. The Motion was seconded and passed without dissent in a voice vote.

5. **FACSB.** Carol Gibbons invited faculty to join the Faculty Advisory Committee on Salary and Benefits. She indicated that the first meeting would be on October 9 and that faculty were welcome to “drop by” briefly if they could not stay for the whole meeting.
6. **Faculty Development Committee.** Carol Gibbons also spoke on behalf of the Faculty Development Committee. It is planning on a workshop in “teaching portfolios” and has invited Professor Peter Selden, an expert on this subject, to speak to the faculty. Further details will be announced when they are available.
7. **Core Curriculum Committee.** John Greeley, Co-Chair of the Core Curriculum Committee, distributed copies of “Core Curriculum Planning Process / Phase 2, Fall 2001 – Spring 2002.” He indicated that the Core Curriculum Committee (formed by recommendation of the Assembly on May 23) would be following the schedule outlined on this “Planning Process.” The committee’s first decision was to organize two forums, in order to receive faculty input about the model.

He then named the members of this joint faculty-administration committee. **Administration:** S. Therese Antone, RSM (*ex officio*), Barbara Kathe, Stephen Trainor. **Faculty:** Thomas Day, Rosamond Ethier, RSM, Lois Eveleth, John Greeley, Patricia Hawkrige, Paula Martasian, Juliette Relihan, Barbara Sylvia, Virginia Walsh, RSM.

Stephen Trainor, the other Co-Chair of the Curriculum Committee and Dean of Undergraduate Studies, explained that the “Planning Process” timetable that had been distributed at the meeting, was influenced by the dates of Assembly meetings and the Registrar’s need to have, by February 7, the list of courses that will be published in brochure for the fall semester. **Timetable:** initial meeting (9/19), Open Forums (9/26 and 27), weekly meetings of the committee from October 9 to November 19, distribution of a revised core curriculum to faculty (11/26), consideration of the proposed revised core at an Assembly Meeting (12/3), assignment of new courses to departments and groups for development and teaching starting in the fall 2002 (December 2001 and January 2002), course schedule and teaching assignments sent to the Registrar for publication (2/7/02), development of individual core courses (during the spring semester 2002), first offering of the revised core (fall 2002).

The Dean stressed that the Registrar only needed essential information about course names, numbers, and teaching assignments by February 7. Many other details (e.g., reading lists) could be worked on during the spring semester and the summer.

The Dean said that the two forums that the committee had sponsored (September 26 and 27) were enlightening and helpful. Some issues that surfaced during the forums were these: (a) the Catholic identity of the University and how this relates to the core curriculum, (b) the need for more specificity about the goals of the model for the core, (c) the meaning of “world citizenship,” (d) skills that should be developed in the core, (e) the need for demanding college courses, (f) “core complement courses” designed with the needs of professional departments in mind.

The committee, the Dean said, now has to digest the oral and written comments it has received and, for a deeper understanding of its task, it has to meet with the team that designed the model.

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8. **Web Page.** Sandor Kadar distributed and explained a handout that describes how the Assembly’s revised Web page will work. An improved section for “threaded discussion” will be installed.
 9. **Counseling Services.** Elizabeth Minifie, Coordinator of Counseling Services, distributed and commented on a leaflet published by Counseling Services: “Recognizing and Assisting the Emotionally Troubled Student: Helpful Guidelines for Faculty and Staff.” She did the same for a handout on workshops that Counseling Services will sponsor. She introduced Dorothy Maloney, RSM, another member of the Counseling staff, who briefly spoke to the faculty.
 10. **Remarks from the Floor.** The Speaker invited remarks from the floor. There were none.
 11. **Closing Remarks.** The Speaker reminded the Assembly that, as she had mentioned in her September 12 memo to the full-time faculty, anyone who would like to see an item on the agenda is welcome send a memo to the Executive Committee or contact one of its members.

The Speaker, on behalf of the Executive Committee, had asked the administration for a space that might be an office for the Faculty Assembly. Barbara Kathe, Vice President for Academic Affairs / Dean of Faculty, informed the Speaker that 327 McAuley may be used as an office and that the Assembly may have its own telephone extension.

12. The meeting adjourned at 3:10 PM.

Following the meeting the library staff gave a presentation on the new databases and other changes in the McKillop Library.