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SALVE REGINA UNIVERSITY FACULTY ASSEMBLY

Minutes of the Meeting of October 7, 2002

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

1. **Call to Order.** The meeting was called to order at 2:06 PM when a quorum (43) was present.

2. **Announcements.** The Speaker made the following announcements.

   An **enclosed bulletin board** has been made available to the Faculty Assembly. It is on the first floor of O'Hare. Departments and individual faculty who wish to use the bulletin board are asked to send the request to the Executive Committee or call X2425 to reserve a month. (November to May is still available.)

   Members of the Assembly who wish to access the **Faculty Assembly's Web-site** will find it through "Salve Today" or WebCT. (WebCT.salve.edu . . .) To log in, faculty use their first name, dot, last name as both User Name and temporary Password. The full site is open to the members of the Assembly (full-time Teaching Faculty). In addition, the University President, the Vice President for Academic Affairs / Dean of Faculty, Deans of Graduate and Undergraduate Studies, and Professional Librarians have access to all parts of the Web-site except the Discussion pages.

   If the proposed revision of the Core Curriculum is approved, a **core curriculum advisory board/committee** will advise the Vice President for Academic Affairs about further developments in the program. The Executive Committee sent a proposal to the Vice President for Academic Affairs requesting that the faculty select five or six members of this board/committee and the administration select five or six. On 10/03/02 Dr. Madonna responded by saying that the entire committee would be elected by the faculty according to the following protocols:

   1. One representative from each of the nine areas in the Core and one faculty member to represent all professional programs.

   2. If the election failed to yield one representative from each of the designated areas, the VP for Academic Affairs will appoint a representative.

   3. Faculty will serve staggered three-year terms.

   4. The committee/board will be chaired by the Dean of Undergraduate Studies.

   The Speaker thanked Dr. Madonna for recognizing the role that faculty play in the development and implementation of the Core Curriculum

   The speaker reminded faculty that **travel and small grant applications** were due by 5:00 PM on 10/07/02.

   Dr. Madonna has restored $4000 to the Faculty Travel budget for Development/Enrichment grants. This money will be in the budget for this year only. In the future, this money will be

disbursed by the **Office of Academic Grants and Conferences** under the leadership of Dr. George Antone.

3. **Minutes.** By Unanimous Consent the Minutes of the meetings of May 6 and 22, 2002 were approved.

4. **Treasurer's Report.** Twenty-six members of the Assembly have sent in their dues (about 25% of the members). The balance is $1,416.14.

5.1 **Core Curriculum.** The Speaker reminded the Assembly that at the meeting of December 3/17 it had established that rules for debating the proposed new Core Curriculum. (Comments from individuals would be limited to three minutes at a time. No one could make another comment until all those who had not spoken had an opportunity to speak. Comments would be made at a microphone in the center aisle.) Those rules would be followed for this meeting.

5.2 John Greeley, Co-Chair of the joint faculty-administration Deliberative Committee on the Core Curriculum, presented the following Motion. (The members of the Assembly had received the complete text beforehand. At this meeting John Greeley only read out the text after the "Whereas" section.):

Motion on the Core Curriculum

History. Over the past two years, the Faculty working in conjunction with the Administration has exercised its primary responsibility for developing a new core curriculum. From a series of five proposals submitted by faculty members, the Faculty Assembly in May of 2001 selected one to be the basis of the core curriculum. The Faculty Assembly delegated to the Executive Committee of the Faculty Assembly the selection of nine faculty members to be members of the Deliberative Committee on the Core Curriculum. The President of the University, the Academic Vice-President and the Undergraduate Academic Dean were *ex officio* members. The Faculty Assembly in December 2001 and February 2002 approved the key elements in the Core Curriculum referred to in the Whereas clauses listed below.

The Deliberative Committee now wishes to conclude its work with the Faculty Assembly's approval of its final contribution to the Core Curriculum, a formal and detailed structure of courses for each Area of the Core Curriculum.

In the future a continuing administrative-faculty committee on the core curriculum in conjunction with the faculty of each core area will oversee the implementation of the Core Curriculum. In accordance with the *Protocol for Requesting The Faculty Assembly's Involvement in Changes Concerning Curriculum and Educational Policy*, any structural changes (e.g., addition and deletion of core courses, changes in core goals and objectives, changes in core requirements (e.g., total number of credits in the Core Curriculum), will have to be approved by the Faculty Assembly. The joint administrative-faculty continuing committee on the core curriculum will approve other changes needed for the development and implementation of the Core Curriculum.

The Motion

Whereas: the Faculty Assembly has charged the Deliberative Committee on the Core Curriculum to present a formal and detailed structure for the Core Curriculum;

Whereas: the Faculty Assembly has approved the rationale for the Core Curriculum;

Whereas: the Faculty Assembly has approved the goals and objectives of the Core Curriculum;

Whereas: the Faculty Assembly has approved the common core and core complement structure;

The Deliberative Committee on the Core Curriculum moves that the Faculty Assembly approve the formal and detailed Core Curriculum program as presented in the Cover Sheets for each core area and in the first five items in the Brief Course Descriptions for each common core and core complement course, namely,

1. Title
2. Rationale for the Educational Experience
3. Description
4. Identification of the Objectives of the Experience or Course
5. Identification of the Relevant Core Goals and Objectives Being Met.

5.3 *Discussion*: These comments were made about the **Capstone Course**: (a) The proposal has nothing about the contents of the Capstone Course; the Assembly needs some clarification about this course. (b) Students will not be taking this course for a few more years. There is still time to develop it. A proposal will be submitted at a later date to the Faculty Assembly for approval. (c) The entire Core Curriculum should be in place before we can determine the contents of the Capstone Course.

In a discussion concerning **future developments of the Core program**, John Greeley pointed out that the Assembly was being asked to approve a work-in-progress. Many improvements will still have to be made in the material presented thus far. Proposals for major structural changes in the Core program would be brought back to the Assembly.

5.4 *Vote*: The Motion was approved without amendments: YES – 60, NO – 3, ABSTAIN – 4.

5.5 The Speaker announced that, in accordance with the *Protocol for Requesting the Faculty Assembly's Involvement in Changes Concerning Curriculum and Educational Policy* (May 1, 2000), the proposed Core Curriculum will be sent to the Vice President for Academic Affairs with the endorsement of the Faculty Assembly.

5.6 The Speaker also thanked the members of the faculty-administration Deliberative Committee on the Core Curriculum who worked long hours and very diligently to complete, in a timely fashion and professional manner, the task that the faculty had entrusted to them.

6. **New Business.** A member of the Assembly thanked the Development Teams for their work in preparing the various courses in the proposed Core and suggested a system for electing the membership of an advisory committee that would help to guide the development of the Core in the future.

The meeting adjourned at 2:29 PM.