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SALVE REGINA FACULTY ASSEMBLY
EXECUTIVE COMMITTEE

Minutes of the November 20, 2000 Meeting

Present: Ronald Atkins, Thomas Day, Terrence Gavan (Chair), Christopher Kiernan, Juliette Relihan, Johnelle Luciani RSM, Michael Malone CSSp, Arthur Zarrella

1. **Call to Order and Minutes:** The meeting was called to order at 1:05 PM. The minutes of the October 16 meeting were approved. The draft minutes for the Faculty Assembly Meeting of November 6 were authorized for submission to the Assembly.

2. **Faculty/Student Ratio – *Discussion*.** The committee discussed the President's reference to the University's faculty/student ratio in her remarks to the Faculty Assembly (11/6/00). As the President noted, these ratios can be calculated in various ways, the government receives these statistics, and they are used to determine an institution's bond rating. Some members of the committee noted that a faculty/student ratio may also be a consideration in hiring additional faculty and a department's planning. The committee agreed that it would be helpful for the faculty to have more information about these important statistics. The Chair, on behalf of the committee, will ask for further clarification.

3. **Treasurer's Report.** Sixty-one individuals have paid dues. The balance is $3244.56. The committee, in the name of the faculty, will donate a book to the library in memory of Dr. William Hoffmann, the husband of Robin Hoffmann.

4. **FACSB Report.** The Faculty Advisory Committee on Salary and Benefits has been concentrating its efforts on equity, both external and internal. External equity would mean reaching and maintaining compensation levels that would be about the same as the projected median compensation at comparison institutions. Internal equity would include matters such as sabbaticals (number granted) and advising (compensation, number of students). FACSB is also addressing the issue of health benefits, especially long-term care and use of Boston hospitals.

5. **Social Committee.** About 25% of the Teaching Faculty responded to a survey about the end-of-the-year dinner and another social during the academic year. About 60% of those who responded liked the location of the dinner last May and said they would go there again. About the same number expressed interest in some kind of social gathering or dinner in the middle of the academic year.

6. **Technology in the Classroom – *Discussion*.** Some members of the committee believe that the University would benefit from an ongoing assessment of certain types of technology in the classroom. They urge faculty who use Power Point and WebCT to take surveys of students about this technology, find out what is effective or not effective, and share the results of these surveys.

7. **Election Process.** Four individuals were elected to the committee last spring: 3 for a regular term and 1 who would finish the term of a member who has left the University. Arthur

Zarrella proposed that he take the uncompleted term. By unanimous consent the committee agreed to accept his proposal.

In the next election for the committee, four members will again be elected and one will immediately assume an uncompleted term. (A member of the committee had a leave of absence this semester. The Assembly's constitution states that a member of the committee who goes on leave is replaced by a newly elected member.) For the next election, the committee will follow a custom of the Elections Committee: which is, those with the three highest votes will be elected to full terms; the individual with the next highest number of votes will complete the unfinished term.

8. **Core Curriculum.** The Steering Committee for the revision of the core curriculum submitted a Motion for the December 4 meeting. The Executive Committee placed the Motion on the agenda.

9. **Assembly Meetings.** There was consensus about the following: (a) Assembly meetings should normally last about an hour. (b) The Speaker specifies the amount of time allotted for individual presentations. (c) As a general rule, the time limit for a presentation should be about fifteen minutes, with additional time for questions. (d) Items that need extra time for presentation or debate should be placed at the end of the meeting.

10. **New Student Seminar – *Discussion*.** Before this meeting, the committee began a discussion of the New Student Seminar (NSS) through its e-mail conference system. The discussion continued at this meeting. No one spoke in favor of the NSS as it currently exists. No one disagreed with the following: (a) The NSS should be thoroughly and candidly assessed or perhaps replaced by something better. (b) SRU, like other colleges and universities, needs a special type of educational program for new students – something that will help retention – but the NSS does not adequately fill this need. (c) Assigning faculty to conduct something called a seminar and award credit without compensation is a serious issue that has to be addressed.

11. **Web-Site.** The Faculty Assembly's Web-site is up and running: http://inside.salve.edu/assembly. Faculty are already using the threaded discussion. Headings need to be improved. Some terminals may not be receiving all of the threaded discussions.

The meeting adjourned at 3:00 PM.