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Salve Regina University Faculty Assembly

Minutes of the Meeting of December 6, 1999

1. Call to Order

The meeting was called to order by the Speaker of the Assembly at 2:05 pm.

2. Review of the Minutes of 11-1-99

The Assembly Approved the minutes as presented and without discussion.

3. Announcements

- a. James Farrington suffered a heart attack but is in good condition. Please pray for him and his family.
- b. In response to the news of Arthur Frankel and Sr. Patricia Combies' resignation at the end of this academic year from their respective administration positions, the Speaker offered thanks on behalf of the Assembly to each of them for their service to the University community.

4. Report on Executive Committee Activities

- a. In addition to James Farrington, the Sunshine Committee has expressed the concern and condolences of the faculty on a number of occasions since our last meeting.
- b. The Curriculum Committee and FACSB (Faculty Advisory Committee on Salary and Benefits) are both meeting and their work is well underway. The Executive Committee thanks all those who volunteered to serve on these and other sub-committees.

5. Sr. Therese Antone Addressed the Faculty Assembly

- a. We will be increasing our focus on teacher's education over the next few years. Every discipline needs to participate in this effort.
- b. Both the graduate and undergraduate deans will be replaced. Search committees will be formed in the near future.
- c. Sr. Therese thanked the faculty for their participation and support for the planning and self-study efforts of the University and for their sense of community. She then read to the faculty an e-mail from a former Salve student who expressed gratitude toward the faculty and staff.

6. University Health Care Coverage

William Hall summarized the recent changes to the University's health plan and took questions from the faculty.

In answer to various questions, he stated that the University is self-insured and has been for the last four years. The various health care plans the University contracts with merely administer the program while the University pays the aggregate cost of all claims.

Payroll deductions for the family and "+1" plans are based on the quotes given to the University by insurance companies. Thus the payroll deduction tracks the actual market cost of buying coverage and is unrelated to the University's profit or loss in providing coverage.

7. Report by the FACSB Chair

Carol Gibbons reported that we are currently in a three-year plan with the administration to increase salary and benefits to the levels provided at comparable institutions. Based on the most recent assessment of the current median salaries at comparable schools, the committee will be making further recommendations to the administration in the spring semester. The committee continues to investigate various equity issues,

8. Barbara Kathe Addressed the Faculty Assembly

- a. The registrar requests that all grades be submitted within 48 hours but in no case later than December 22. Thus grades can go in the mail by December 28, avoiding any possible Y2K problems.
- b. A proposed new time grid for classes was distributed. After giving the new schedule consideration, faculty are encouraged to share any comments they might have with her.
- c. The resignation of Arthur Frankel and Sr. Patricia Combies from their respective administration positions is regretted. A national search will be conducted by a search committee to be named in the near future,
- d. The need for curricular reform has surfaced again due in part to feedback from students and parents. Students have changed and we need to adjust to those changes. A committee has been meeting to discuss ideas for making adjustments to the freshman year. Once a proposal has been drafted, it will be brought to the Undergraduate Council and then to the Faculty Assembly.
- e. Course reductions are granted in four main circumstances: Presidential Faculty Scholars, program directors, department chairs, and new course or program design. The process for receiving a course reduction is to make the request to the department chair, then to the Undergraduate or Graduate Dean, then to the Vice President of Academic Affairs and then to Sr. Therese who makes the final decision in each case.

Course reductions are not granted for longevity or years of good service. They are granted for innovative projects. If you believe that you should have a course reduction and your chair is supportive, please take the initiative and make a request.

- f. A memo will soon be distributed to the faculty detailing the membership of the Freshman Experience Committee and the two search committees. All committees are open to input from any member of the faculty.

9. Faculty Evaluation Forms

Frank Maguire presented to the Assembly proposed new forms for the end of the year Faculty Review. He explained the origin and developmental history of the document. If approved, these forms will be added to the Faculty Manual.

Various suggestions for changes to the document were made from the floor and will be considered for inclusion in the final document. Further comments on the document can be made to either Frank Maguire or Mary Louise Greeley.

The proposed forms will be discussed again at the February meeting of the Faculty Assembly.

10. Adjourn

The meeting adjourned at 3:20 pm on the motion of Sr. Virginia Walsh.

The next meeting of the Faculty Assembly will be on February 7, 2000, at 2:00 pm.