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SALVE REGINA UNIVERSITY FACULTY ASSEMBLY

Minutes of the Meeting of October 1, 2004

Johnelle Luciani RSM, Speaker of the Assembly, presided.

1. **Call to Order and Minutes.** The meeting was called to order at 1:05 PM.
2. **Announcements.** The Speaker made the following announcements:
 - Our new colleagues were welcomed to the first Faculty Assembly meeting for the academic year.
 - As Sister Therese announced at the Fall Convocation, she is establishing an endowment fund to recognize and support faculty engaged in activities that would further enhance teaching and scholarship. If you have not already read the email from Sister Therese, she asked that I let you know that she sent you an email regarding this fund. An article also appears on Salve Today that gives more details regarding the endowment.
 - The Assembly meeting scheduled for November 5 will be moved to November 12. This change will permit the University to run a workshop on assessment that had to be scheduled for November 5.
 - Michael Semenza urges faculty to attend Parents Weekend. Faculty are welcome to attend all scheduled events. Tickets for these events are complimentary and can be obtained by calling the alumni/parent office at X2431 or stopping by the office.
 - The Psychology National Honor Society is sponsoring a food drive for the victims of the hurricane in Jamaica. Please leave can goods in the boxes provided.
 - The Vice President for Academic Affairs has renewed the University's membership in the National Association of Women in Catholic Higher Education. Six faculty presented papers at this year's annual meeting.
 - Anyone interested in discussing possible responses to Fr. D'Agostino's presentation at Convocation, is invited to a luncheon meeting in the Executive Dining room in Miley on Wednesday, October 6 at 12:00. If interested and cannot attend, please give your name to Tony LoPresti in the Religious Studies Department.
 - The faculty will be receiving a memo from the Speaker with a request that they volunteer for the pool of faculty who are willing to sit on an ad hoc Grievance Committee, for the Faculty Advisory Committee on Salary and Benefits (FACSB), for the ad hoc committee on the evaluation of the Assembly and for the social committee.
3. **Minutes.** The Minutes of the meeting of May 7 were approved by Unanimous Consent.
4. **Treasurer's Report.** There is \$194.70 in the Assembly's account. Bills are due for memorial books and refreshments at meetings.

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5. **Minor in Sports Management.** Ron Atkins, Chair of the Business Studies Department, presented information on a proposed Sports Management Minor. He noted that the proposal is sponsored by the Business Studies Department, the Athletics Office, and the Undergraduate Admissions Office. The intent of the minor is to respond to a strong demand for a sports related academic program. He could not foresee any impact this proposed minor would have on any existing major, minor, or program. After the floor was open for discussion, there were two questions: the first questions related to how the proposed minor supported the Mission Statement; the second concerned this type of minor at other institutions. Ron’s response was, “The Minor is consistent in that the entire spectrum of sports should enhance values related to fairness and the development of individual potential. Sports Management is a rapidly growing area of study offered by a growing number of universities and colleges. Over 300 universities and colleges now offer it as a major and a number offer both graduate programs as well.”
6. **Vice President for Academic Affairs.** Theresa I. Madonna, Vice President for Academic Affairs, addressed the Assembly with an update on the work of certain appointed committees. She began her remarks by asking for the faculty’s help and guidance on matters of importance to the University. As a way of asking for this help and also continuing and improving communication, she has requested to be on the Assembly’s agenda on a regular basis in order to give the faculty an update on current initiatives and projects and answer any questions. She reported that the Executive Committee indicated that, in order to be on the Assembly agenda, in advance of each meeting Dr. Madonna would need to submit specific agenda items to the Executive Committee; the Faculty Assembly has avoided standing committee or individual reports. Dr. Madonna asked the faculty to think about ways of engaging in open dialog with her in a less formal manner where the faculty would have an opportunity of determining topics discussed.

Dr. Madonna reported on the progress of three appointed committees. (1) The Ad hoc Committee on Space will provide advice on academic space issues that develop. Currently it is discussing the layout and configuration of 240 O’Hare. (2) The Ad hoc Committee on Technology Planning is working on long-term plans for the use of technology in the academic area. (3) As a point of clarification, the purpose of the Advisory Committee to the Office of Academic Grants and Conferences is, as its title suggests, to provide advice to the Office of Academic Grants and Conferences on matters concerning University-wide faculty development initiatives. Last year this committee worked with this office to invite experts who spoke on campus about curriculum development.

7. **Dues – Motion.** The Treasurer presented the following Motion:

The Faculty Assembly authorizes the Executive Committee to charge those members, delegates, and guests who attend the End of the Year Party an amount that will cover all or most of the Assembly’s anticipated expenses for that party.

Rationale: The Assembly’s dues, \$35, must cover the cost of expenses such as refreshments at meetings, gifts for secretaries and retiring faculty, books in memory of relatives of faculty,

conducting surveys of the Assembly, etc. The money collected for dues is no longer sufficient to pay for a party at the end of the year or even heavily subsidize it.

History: For many years, faculty dues could cover the expenses for a party at the end of the academic year as well as allow us to meet our other financial obligations. With the establishment of a faculty voice in the Faculty Assembly, dues now have to cover a variety of expenses.

Rather than raise the dues, the Executive Committee voted to seek the authorization of the Faculty Assembly to end a tradition of connecting dues with one social event. This Motion asks for the flexibility to charge those who attend the year-end celebration for the Assembly's estimated expenses for the party. If the estimate is too low, the deficit could be paid from general funds.

The dues have remained at \$35 since the mid-1980s. They will have to be increased at some point but the Executive Committee thought it would be helpful to see first how the Assembly met its financial obligations after the year-end celebration expenses are separated from its budget.

The Motion was seconded. After a discussion, the Motion carried in a voice vote. There were no "No" votes.

8. **Accomplishments.** The Speaker reviewed the Assembly's accomplishments during the last academic year. These included but were not limited to the following: (1) changing of an appointed Nominations and Elections Committee to an Elections Committee elected by the faculty; (2) changing the *Statutes of the Faculty* so that faculty who have announced their retirement are permitted to vote in elections; (3) endorsing the two recommendations of the Commission on the Faculty Manual for revisions in the *Statutes of the Faculty*; (4) assessment survey of the academic administrators and 5) the review and endorsement of several proposed curricular changes.

The Speaker noted that the Assembly also found time to socialize at meetings and celebrate at a Winter Social and party at the end of the year. She also said that much remains to be done.

9. Discussion. The Speaker opened the floor for discussion and asked if anyone would like to indicate matters that the Assembly should discuss at future meetings. The following ideas were mentioned:
- The Assembly should discuss the possibility of recommending that some classes begin at 8:30 AM.
 - A class size of 35 students might be too large for some freshmen courses.
 - The technology support staff seems to be stretched to the limit because it is understaffed. This is especially apparent during conferences.
 - The Dean of Undergraduate Studies noted that a large number of freshmen advising is handled by staff. Good advising is especially important in the freshman year. More faculty need to be involved.
 - The University's policy on overload contracts could be better clarified. (The Vice President for Academic Affairs responded that the University does not have a policy that says that full-time faculty cannot have overloads. The University does, however, discourage faculty from having more than six credits in an overload.)

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- What are the best media for communication between faculty and administration? How do we go from where things stand today and improve this communication?
 - What happened to the suggestion made last year at the spring workshop to form a faculty union? Will this be discussed at a future assembly meeting?

There was a request that the Assembly continue in Executive Session so that it can approve the Minutes of the meeting of June 8, which was held in Executive Session. The Speaker recessed the meeting at 2:10 PM and convened it again in Executive Session.