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SALVE REGINA UNIVERSITY FACULTY ASSEMBLY

Minutes of the Meeting of February 4, 2005

Johnelle Luciani RSM, Speaker of the Assembly, presided.

State Dining Room

1. **Call to Order.** The meeting was called to order at 1:03 PM.
2. **Announcements.** The Speaker made the following announcements:

The March Assembly meeting will be in the Bazarsky auditorium; the April meeting in the State Dining Room.

Mary Louise Greeley and Christopher Kiernan send their thanks to the members of the University community for their Get Well wishes.

The members of the Social Committee – Eula Fresch, Judith Keenan, and Yames Yarnall – were thanked for all of their efforts to make the Winter Social a success.

Last academic year the Faculty Assembly decided that it would conduct a self-evaluation. This process will begin in March. The Speaker asked for volunteers who would design a survey instrument.

The President, Sister Therese Antone, and the Board of Trustees will ask an outside consultant to conduct an evaluation of the Faculty Assembly. The Speaker said that she and other members of the Assembly welcomed this outside evaluation.

3. **Minutes.** The Minutes of the December 3 meeting were approved by Unanimous Consent.
4. **Treasurer's Report.** There is \$1,587.69 in the account. Bills are outstanding. Sixty-eight members of have paid their dues; 30 have not yet paid. The Treasurer will send out reminders.
5. **President's Report**

Sister Therese began by noting that her purpose in speaking with the faculty today was to give an update on a number of University projects. However, since she requested time on the agenda she has met with the Faculty Advisory Committee on Salary and Benefits. She told the Faculty Advisory Committee that she would address a number of items which the Committee brought to her attention. Several are outside the purview of FACSB.

The faculty point system used to compute salaries for entry-level appointments has worked well. FACSB suggested that faculty members be provided details of their annual salary calculations that include the point system. Sister Therese noted that this would be very difficult to do because it would involve historical documentation of salary increases that have been given each year to every individual faculty member throughout the years of employment. Any faculty member who has concern about his/her annual salary calculation should address this with Dr. Madonna.

The committee suggested that the list of comparison schools used to compute faculty salaries be reviewed, and that competition for student recruitment be considered. Sister Therese noted that small Catholic institutions of higher education in the northeast are our competitors for students. Adding similar institutions from New Jersey and New York into this

comparison group has raised the salary level. The comparison group is based on philosophy and size.

The Committee suggested that the funding allocation for faculty development program be reviewed. Sister Therese noted that the Faculty Development Committee should address this matter.

FACSB suggested that attention be given to faculty teaching loads. The ad hoc Committee on Faculty Responsibilities is working on this matter and is expected to complete its work this semester. Sister Therese will consider recommendations made by this committee.

Faculty salary ranges have reached the median of the average salaries in the various ranks of the comparison group. The President will take into consideration the recommendation that the median be exceeded. She noted that she has approved the hiring of eleven new faculty members for the next academic year. Searches to fill these new positions are currently in process. This will add \$750,000 in faculty salaries and benefits to the budget. She also noted that while the University has a strong positive bottom line in operations, there are also considerable expenses that fall in a category of capital expenditures that are not reflected in the annual operating budget. This includes debt payments as well as capital improvements and equipment.

Sister Therese informed the faculty that the Board of Trustees has voted to award an Honorary Doctorate to Robert A. M. Stern, the architect who designed the Rodgers Recreation Center. Robert A. M. Stern is an internationally known architect who is currently Dean of the Yale School of Architecture. Mr. Stern has also agreed to deliver the Commencement address.

The adaptive reuse of the Wetmore Stables (Chateau-sur-Mer Stables) for academic use is a priority. Plans are underway to raise the necessary funds for this project. Following serious review and meetings with the architect, it has been determined that the maximum number of new classrooms will result from the relocation of instructional spaces for the Art Department and the Cultural and Historic Preservation program to this building. A committee of faculty members and administrators is working on a proposed layout of the instructional space. This committee will make its recommendations to the President. Once the instructional space for the Art Department is relocated to the Stables, space in Mercy Hall will be renovated for additional classrooms.

Discussions regarding the use of the Casino Theatre at the International Tennis Hall of Fame continue. A group has agreed to raise the funds to restore and renovate the theatre. Once restoration is completed, Salve Regina will assume responsibility for maintaining the building and will have the use of the building for twenty-five years or more. Members of the Theatre Department are involved with the planning of the renovations at the Casino Theatre.

Following the work of a faculty ad hoc Committee it has been decided that two \$5,000 grants will be made available to the faculty through the Sister M. Therese Antone Fund for Academic Excellence. A committee has been formed to receive applications and nominations. Members of the faculty may nominate their colleagues or apply for a grant. All nominations and applications are due by March 15th.

Sister Therese was pleased to announce that the Board of Trustees has approved the proposed objectives and strategic initiatives for 2005-2010. There will be a joint meeting of faculty

and staff on Friday, February 18th during which she will share the details of the plan. Following her presentation Sister Therese answered questions from the faculty.

6. **Motion – Degree Completion: Business Studies.** Motion presented by Ronald Atkins, Chair of the Business Studies Department: That the Faculty Assembly endorse the revised Degree Completion Program in the Department of Business Studies. (The proposal will be appended to the on-line copy of the Minutes.) The Motion was seconded.

In his answers to questions during the debate Prof. Atkins made the following points: The program began in 1997 and was suspended because of low enrollment. The proposal is to introduce a revised version of the program. || The program originally required 120 credits to graduate; the proposed version will require 128 credits, the same number required for other undergraduate for degrees. || On-line courses may be introduced later but it is not the intention to make this program entirely on-line. || The original program offered a BS in Business Administration, with the standard emphasis on the quantitative aspects of business; proposed program would offer a BA in Management, a major better suited to the background and work experiences of participants. There are employment opportunities for this proposed major.

After a brief debate the Motion was passed by paper ballot: 53 YES 17 NO 7 ABSTAIN

7. **Motion – AIDS Crisis in Africa.** John Greeley, the Assembly's Parliamentarian, presided. Anthony LoPresti of the Religious Studies Department presented the following Motion:

That the Faculty Assembly (a) endorse sending a delegation of faculty members to Kenya in May, 2005 to explore the possibility of establishing a long-term, mutually beneficial relationship between Salve Regina University and the programs established by Fr. Angelo D'Agostino to respond to the AIDS crisis in Africa and (b) encourage the administration of Salve Regina University to financially support this faculty initiative.

The Motion was seconded.

During the debate concerns were raised about safety and financial considerations. || It was pointed out that a relationship with this program in Africa would have a positive impact on Social Work students and lifelong learning. || A suggestion was made that this type of program might be more appealing to graduates, rather than students still enrolled at the University. || A question was asked if the Motion is a request for the University to pay for the travel from new monies or from existing grant programs. Prof. LoPresti said application would be made to existing grant programs.

The Motion was passed unanimously in a voice vote. There were no abstentions.

From this point on, the Speaker presided.

8. **Conservation and Historic Preservation.** James Garman of the Cultural and Historic Preservation program informed the Assembly of routine curriculum changes in the program: three new courses entitled CHP 261 The American Built Environment, CHP 262 World Heritage Management, and CHP 380 Field School in Architectural Survey.

The courses were introduced at the Undergraduate Council. Prof. Garman also consulted with the Chair of the Art Department who determined that the proposed courses would not have any impact on the Art Department's course offerings.

9. **Degree Completion – Core Curriculum.** Stephen Trainor, Dean of Undergraduate Studies, spoke to the Assembly about proposed changes in the Degree Completion Program. He had been asked to address the discrepancy between the number of credits required for an undergraduate degree in the Degree Completion Program (120) and what is listed in the catalog for on-campus degrees (128).

Dean Trainor and Lance Carluccio, Dean of Graduate Studies and Director of the Degree Completion Program, have worked on the this discrepancy and have made the number of required credits for the Degree Completion Program identical to those required for on-campus degrees (128). In response to faculty concerns, they have also brought the transfer policy in Degree Completion in line with the resident program. They are also proposing one difference: a 4-credit model for the Core courses instead of a 3-credit model. This change would be responsive to the scheduling needs of the typical student in the Degree Completion Program. The five Common Core Courses and the Core Complement areas in the Core Curriculum would be maintained.

Deans Trainor and Carluccio will ask for the Assembly's endorsement of the proposed changes at the March meeting.

10. **Minor in Women's Studies.** Virginia Walsh RSM spoke briefly to the Assembly about a proposal for a Minor in Women's Studies. The Assembly will receive more information on this proposal.

At 2:01 PM the Speaker called for a brief recess and a continuation of the meeting in Executive Session. During Executive Session the following Motion was presented and seconded:

The Faculty Assembly endorses the recommendation of the Faculty Advisory Committee on Salary and Benefits to the President that salary increases be at the 60th percentile, as delineated in the chart entitled, "FACSB - COMPUTATION OF SALARY INCREASES FOR 2005-2006."

The Motion passed unanimously with no abstentions. In another resolution that was passed unanimously and with no abstentions the Assembly authorized the above Motion to be released and sent to the President.

The Speaker counted the members who were present: 63.

Appendix

THE DEGREE COMPLETION PROGRAM DEPARTMENT OF BUSINESS STUDIES

Background: The Department of Business Studies has provided undergraduate students the opportunity to complete a business related degree through participation in Salve's degree completion program since the programs inception in 1997. Evening courses were offered at Bayview Academy during the first several years of the program. Students participating in the program were mature and extremely dedicated but generally unprepared for the quantitative aspects of the BS in Business Administration offered. The requirements were changed to provide participants the opportunity to earn a BA in Management, a major better suited to the background and work experiences of participants. The level of interest in the program did not meet expectations. Classes were suspended at Bayview due to low enrollments and a variety of means were used to provide students an opportunity to complete their degrees. No classes have been offered during the past four years.

Current initiatives: Several lessons were learned from the initial experience. First, the BS in Business Administration was not a good match with the capabilities of most participants. Secondly, Bayview was not an optimum location for the program. Small chairs and desks, lack of library access and audio-visual support worked against the programs success. Efforts are currently underway to locate an on-island site that provides adequate classroom support. Once a site has been obtained, the program will be re-introduced and marketed to students completing business related Associate Degrees or wishing to complete requirements for an undergraduate degree in Management.

PROGRAM REQUIREMENTS

University core: University core requirements for this program are yet to be determined. This is an issue that is under discussion and yet to be resolved through ongoing discussions between the administration and faculty.

Requirements for entry into the program: Students wishing to participate in the degree completion program leading to the awarding of a BA in Management must meet the following requirements for acceptance:

- 6 credits in Accounting
- 6 credits in Economics
- 3 credits in Information Systems equating to competency in Microsoft office
- 3 credits in Statistics
- 3 credits in Mathematics equating to Salve Regina University's competency requirement (currently Math 170)

Requirements to complete the major in Management (BA): The following courses are offered through the Business Studies program to meet requirements to complete the business component of the undergraduate degree. They are existing courses that were offered as 4 credit offerings when the degree completion program was implemented:

Business Communications
Business in a Changing Global Environment

Business Ethics
Principles of Marketing
Consumer Behavior – Marketing Communications
Business Research Methods
Environmental Management-Quality Systems
Business Law
Labor Relations – Collective Bargaining

Nine 4 credit SRU courses = 36 business credits + 21 pre-admission business related courses = 57 business credits. Additional credits required to meet the Salve Regina University core requirements are yet to be included.