

11-15-1999

EC Minutes 1999 11 15

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**SALVE REGINA UNIVERSITY FACULTY ASSEMBLY
EXECUTIVE COMMITTEE**

Minutes of the November 15, 1999 Meeting.

Present: Ronald Atkins, John Britton, Joan Chapdelaine, Christopher Kiernan, Nicholas Lund-Molfese, Fr. Michael Malone, Juliette Relihan, Lois Wims

1. Call to Order

The meeting was called to order by the Chair, Christopher Kiernan at 2:15pm.

2. Review of the Minutes and Treasurer's Report

After some discussion, the minutes of the previous meeting were approved with corrections. The Treasurer's Report was tabled until our next meeting.

3. Review of Memo to Barbara Kathe

Barbara Kathe has agreed to present to Sr. M. Therese Antone additional justifications for the Speaker of the Faculty Assembly to receive a course load reduction if the Executive Committee will formulate a memo providing such justifications. Joan Chapdelaine has drafted a memo on the "Responsibilities of the Speaker of the Faculty Assembly" that she intends to provide to Dr. Kathe. All present expressed their support for the memo as drafted and the following additions were suggested:

- Past Practice. Ever since the faculty took on the responsibility of convening their own meetings, the person who has held the Speaker's position, or its functional equivalent, has been granted a course reduction.
- The Speaker has greater duties and responsibilities than those who held the equivalent position in the past.
- It is the nearly unanimous opinion of the faculty that the Speaker of the Faculty Assembly should be awarded a course reduction.
- The awarding or denying of a course reduction is a signal from the Administration of its commitment to the success of the new Faculty Assembly.

4. Agenda of the Faculty Assembly Meeting of 12-6-99.

After some discussion, the following items were placed on the agenda of the December 6th meeting of the Faculty Assembly:

- Barbara Kathe will speak with the faculty on the proposed revised faculty evaluation forms and on ideas for restructuring the first year curriculum.
- The Faculty Advisory Committee on Salary and Benefits (FACSB) will make a report to the faculty .
- Time will be provided for discussion, as needed, of the University's health care coverage.

5. New Business

Diane Blanchette called Chris Kiernan and informed him that she will be unable to respond to the Faculty Assembly's request for a further explanation of the "mandatory display of

identification card" policy until after Sr. Antone returned from a trip.

Fr. Michael Malone brought to the committee a proposal for the monitoring of teaching course loads and class enrollments. After some discussion, the committee decided to refer the proposal to FACSB and to await the administration's response to our request for information on the standards used in granting course load reductions.

After a motion to adjourn, the meeting ended at 3:00 pm.

Respectfully submitted ,

Nicholas C. Lund-Molfese
Executive Committee Secretary