University Senate Minutes for March 15, 2012
Names in italic represent senators who were present

**Biological Science**
*E. L. Beard* (2013)
{vacancy}

**Business (College of)**
*Len Trevino* (2013)
*Pat Lynch* (2012)
*Karen Arnold* (2013)
*Jerry Goolsby* (2012)
{vacancy}
{vacancy}

**Chemistry**
*Bill Walkenhorst* (2012)

**Criminal Justice**
*David Khey* (2013)

**Education and Counseling**
{vacancy}

**English**
*Robert Bell* (2012)
*Barbara Ewell* (2012)
*Trimiko Melancon* (2012)
*Chris Schaberg* (2013)

**History**
*Maurice Brungardt*)
*Maurice Brungardt* (2013)

**Institute for Ministry**
*Kathleen O’Gorman* (2013)

**Languages and Cultures**
*Blanca Anderson* (2012)
*Cassandra Mabe* (2013)
*Nathan Henne* (2013)

**Law (College of)**
*Markus Puder* (2012)
*Andrea Armstrong* (2012)
*Johanna Kalb* (2012)
*Luz Molina* (2012)
*Steve Singer* (2012)
*Karen Sokol* (2012)
*Irme Szalai* (2012)

**Law Library**
*Etheldra Scoggin* (2012)

**Mass Communication (School of)**
*David Zemmels* (2013)
*Cathy Rogers* (2012)

**Mathematical Sciences**
*Ralph Tucci* (2013) (proxy Ana-Maria)
*Ana-Maria Matei* (2013)

**Monroe Library**
*Teri Gallaway* (2012)
*Susan Brower* (2013)

**Music**
*James MacKay* (2013)
*John Murphy* (2012) (proxy Janna)
*Janna Saslaw* (2012)
*Alice Clark* (2013)

**Nursing (School of)**
*Kim Brannagan* (2013)
*Gwen George* (2013)
*Mary Oriol* (2012)

**Philosophy**
*Joe Berendzen* (2012)
*Jon Altschul* (2012)
Physics
Patrick Garrity (2013)
{Tirtho Biswas 12S}

Political Science
Philip Dynia (2013)

Psychology
Evan Zucker (2013)
{Glenn Hymel 12S}
Erin Dupuis (2012)
{Lawrence Lewis 12S}

Religious Studies
Bob Gnuse (2013) {proxy D. Janz}
Denis Janz (2013)

Sociology
Marcus Kondkar (2013)

Theater Arts and Dance
Geoffrey Hall (2012)

Visual Arts
Nancy Bernardo (2013)
Bill Kitchens (2012)

Guests:
Kevin Wildes, S. J., President
Ed Kvet, Provost
Elizabeth Kordahl, Exec. Asst. to Provost
Alice Glenn, Admin. Senate
Judith Corro, Maroon
Call to order at 3:30pm

Invocation by Father Ted Dziak

APPROVAL OF MINUTES: February, 2012 minutes

REMARKS FROM CHAIR

Dr. Ewell opened with the following announcements:

- Provost Council – 1) the new process for incompletes will be completed by the end of the semester. 2) contract letters came out today and equity letters will follow. 3) the policy for exam schedules is in process.
- As a reminder, it is very important that senators bring agenda items back to colleagues for discussion.
- Board of Trustees – 1) student applications have risen for the next academic year. 2) this is the first time, since Katrina, that we met our $100,000 access funds for the University. 3) alumni conference will happen this summer and some courses will be taught. This event will take place June 22nd and 24th. 4) reminder: the president is continuing his internal review of cabinet. 5) handbook revisions have been approved. 6) Executive MBA in Honduras has been approved. 7) Father Mark Lewis gave an inspiring address to the Board about the understanding of the Jesuit mission.
- Kevin Poorman, Chair of the Board of Trustees, will be a guest at the April meeting.
- Administrative Senate – Alice Glenn from the administrative senate is joining the university senate meeting today.

Guest – Alice Glenn:

Alice Glenn explained that the administrative senate is working on the following items:
- terms of service
- inclusion of non-exempt staff
- working with Ross Matthews, in HR, on a proposal for professional development

Dr. Ewell briefly presented the following idea to senators:

To identify someone in your department to provide a short (2 pp.) history by the end of the Spring 2012 term to the Senate Chair. These departmental histories will be assembled and edited for consistency; they will then be presented as the “official centennial history” and published on the university website. Sample questions were presented.
Comments and/or ideas:
-Nice idea, but it would be a lot of work and research.
-Dr. Ewell stated that we would limit the work involved.
-Can we do a video?

All agreed that this could be discussed further at another meeting. Dr. Ewell thanked senators for initial responses.

Report from Father Wildes, S.J., President:

- Provost search – Father Wildes stated that he is very happy with the way the search has gone. He thanked the search committee and Joann Cruz for all of their hard work. Father Wildes also thanked all faculty that participated in the search. Father Wildes stated that he has all of the feedback and will make a decision soon. He has also spoken with search firm regarding the details of moving someone here, etc. The University had 69 applicants for the provost position.
- Monroe Hall – Father Wildes continues to have conversations with all involved in the planning and construction. Father Wildes stated that Dr. Kvet and Bret Jacobs have been very gracious to offer to help the next provost get up to date on Monroe Hall renovations. Please keep in mind that renovating with occupancy is a huge hurdle.
- Designs are completed for Cabra Hall. Goal is to begin construction by the end of the year and complete within the following year.
- Buddig is an ongoing project. Goal is to empty Buddig during the summer and get most of work completed. Construction should be manageable after that.
- A company has been hired to monitor contractors.
- Continuing to work on the capital campaign. Currently we are in the quiet phase of the campaign.

Guest - Father Ted Dziak, S. J.;
Vice President of Mission and Ministry/Director of the Jesuit Center

Father Dziak came to Loyola in 2006 to serve as director of the Jesuit Center. Prior to that, he spent six years working in Jamaica where he served as President of St. George's College in Kingston and also spent two years in pastoral work in the Mayan villages and as director of the Trinidad Farm retreat house in Belize, Central America.

Previously, Dziak worked at Boston College where he served as assistant to the President J. Donald Monan, S.J., as director of Ignacio Volunteer immersion programs, and director of the Boston College Neighborhood Center, an neighborhood outreach center he established in Boston. He was also involved in retreat and immersion programs for students and faculty.

In 1983, Dziak founded the Jesuit International Volunteers (now JVI) and served as the organization's executive director for six years. Located at Georgetown University, the
JVI is an affiliate of the Jesuit Volunteer Corps, an agency that places recent university graduates in service work. Dziak earned a bachelor of arts in English from Michigan State University, a master of arts in teaching from the University of Illinois, studied graduate philosophy at Boston College, and received a master’s degree in divinity and a master's degree in theology from Weston School of Theology in Cambridge, Mass. He was also in doctoral studies at Boston College in Higher Education Administration. Dziak was ordained a priest in 1983 and is a member of the New England Province of the Society of Jesus.

Father Dziak stated that he is very proud and happy to work at Loyola. Mission & Ministry is relatively new. It began four years ago. In recent years, within the last decade, there has been a growing awareness of the importance of the Jesuit identity. Part of this is in response to the lessening number of Jesuits. Currently there are 22 Jesuits at Loyola. Nationally the numbers are getting smaller and to remain a Jesuit University the Jesuit mission has to be understood by everyone. Currently there are many programs being offered to faculty and staff. Two years ago the Jesuit Center hired specially for faculty and staff programs, workshops, etc.

The Jesuit Center is more focused on faculty and staff. University Mission & Ministry is more focused on students. Recently work has been done for the Center for Community Engagement. This will be a new program with directed towards service learning/activities.

The vision for the new Jesuit Center is to turn it into a center to house all operations and community engagement. It will have a chapel and be a visible location for everyone. The goal is to have space for seminars, meeting rooms, classrooms, etc.

Father Dziak briefly explained the provinces and recruitment of Jesuits. The final document will be placed on-line. Also, at the National level there are currently six Jesuits with Ph.D.

**COMMITTEE REPORTS:**

**Extraordinary Faculty**

Dr. Bell stated that the committee is currently looking at the Extraordinary Faculty section in the FH to try to bring it in line with the university and departments.

One issue that needs to be discussed further is the division of extraordinary and ordinary faculty. Also, the Extraordinary Faculty section needs to allow for different practices of different departments. The committee is working to find a middle ground. Also, to create a seniority class for extraordinary faculty. Note: A model is already in the law school and the dean of the law school is on the committee to assist. Please review the current section in the FH. One thing that we all agree on is that what we currently have in the FH is not sufficient. Any suggestions, please contact Dr. Bell.
**Computer Science Minor**

The Common Curriculum Committee has reviewed the proposal. Some revisions need to be made. The committee is working with Dr. Tucci to make revisions. Dean Cruz will look at resources that are needed as well.

The committee wants to assure that this program will help attract and retain students before launching.

**Academic Affairs and student affairs Board of Trustees**

- Professor William Quigley, Director of the Loyola University Law Clinic, gave a report on services provided by the 9 law clinics
- Dr. Naomi Yavneh, Director of the Honors Program, gave a report on undergraduate collaborative scholarship
  - First undergraduate research symposium will be on April 12
  - Planning an undergraduate research website
- Update was provided on progress with the five-year interim SACS report and facilities.
- As of February 10, fall 2012 first year undergraduate applications are 4% above fall applications for 2011. The College of Social Sciences showed the largest increase in applications (21%).
- Dr. Kvet presented a proposal for an EMBA Program in Honduras. No action was taken at this meeting.

**Faculty Handbook Committee – Joe Berenzen**

Dr. Berenzen presented the Proposed Policy for Loyola University New Orleans (Fourth Draft) for Paid Faculty Medical Leave.

This proposal is being presented to provide six months paid medical leave. The current policy covers short term illnesses and long term disability, but there is nothing to cover in between. A special thanks to Ross Matthews in HR for assisting with the new policy.

Main discussion will be in the next meeting. Please be sure to review.

- Motion to vote at next meeting
- Seconded
- None opposed
- No abstentions
- Moved to next meeting
Dr. Berenzen presented a proposal to move the advising paragraph in handbook (as extra paragraph), to be included in the “teaching responsibilities” section.

- Motion to vote at next meeting
- Seconded
- None opposed
- No abstentions
- Moved to next meeting

Honor Code: Judith Hunt, Associate Dean, College of Humanities and Sciences

Dr. Hunt distributed the draft proposal for an Academic Honor Code and Academic Integrity Council.

The Associate Deans Council recommends that the University create an undergraduate Academic Honor Code and a pledge that all incoming students must sign upon their matriculation. While the University has a policy on academic integrity in place, it does not have an Academic Honor Code or an Academic Integrity Council that adjudicates cases and educates the University community on issues of academic honesty. The adoption of an undergraduate Academic Honor Code has been under discussion for many years and numerous attempts to formulate a University-wide policy have been attempted. The Associate Dean’s Council recognizes that the formulation of a detailed policy is beyond their mandate; however, it is our hope that this proposal will serve as starting point to bring together the various efforts of the SGA, the Colleges, the Provost’s Office and the Center for Faculty Innovation. The adoption of an Academic Honor Code and the establishment of an Academic Integrity Council will require the approval of the Provost’s Council, SCAP, the Faculty Handbook Committee and the Faculty Senate. Revisions to the Undergraduate Bulletin, the University website, the Student Handbook, and the Faculty Handbook will be required. It is also the hope of the ADC that any policies and procedures instituted will have the endorsement of the SGA and the University Honors Program.

Dr. Hunt stated that the ADC has approved this and it will go to SGA next. This is very important for ethical and academic integrity and best practices. This needs to be reviewed and put in place quickly. We need more consistency and stability than we have now. Note: This does not include the law school – this is for undergraduates. The council needs to be established and by-laws can be worked out. We need to start keeping data on this for the Loyola community and accreditation standards.

Senators had recommendations on council representation.

Dr. Hunt agreed that she would bring the recommendation that a library member be included.
Dr. Kvet will recommend that a bi-partisan council be set up to get this completed as quickly as possible.

**REPORT FROM PROVOST – DR. KVET**

- Provost Council – early warning system was discussed. Looking at trying to target high impact things for retention. What are the high impact things you can do in classes? Early warnings and the role of mentoring (advising) are VERY important for retention.
- Sabbatical time does count with promotion and rank.
- Reminder: Centennial events beginning.
- Dean Joann Cruz’s resignation – Dr. Cruz has been on leave from Georgetown and we want to thank her very much for her time at Loyola. Please thank Dr. Cruz when you see her.

Dr. Ewell’s closing remarks:

- Please volunteer for the Honor Code Committee.

- Elections for senators and committees will be sent out by Dr. Saslaw prior to the May, 2012 meeting.

REMINDER: Please remember to bring all information discussed in the meeting back to your colleagues.

**ADJOURNMENT:** 5:02pm