University Senate Minutes for May 10, 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 (2013)

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

**Languages and Cultures**
Blanca Anderson (2012) {proxy N. Henne}
Cassandra Mabe (2013)
Nathan Henne (2013)

**Law (College of)**
Lawrence Moore, S. J. (2012)
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)
Ana-Maria Matei (2013)

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

**Music**
James MacKay (2013)
John Murphy (2012) {proxy J. Saslaw}
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:
Ed Kvet, Provost
Elizabeth Kordahl, Exec. Asst. to
Provost
University Senate Meeting
May 10, 2012

Call to order at 3:30pm

Invocation by Father Gerlich

**APPROVAL OF MINUTES:** March and April, 2012 minutes approved
(April minutes – edit – I.T. will be moving to Monroe Library)
Motion to approve March minutes
Seconded
None opposed
No abstentions
March minutes approved

**REMARKS FROM CHAIR**

Dr. Ewell opened with the following announcements:

**Announcements:**

- Please review the Chair’s Report (handout).
- The Policy on Sexual Discrimination and Harassment needs to be in compliance with federal guidelines; therefore it will go before the board next week. This is going to be a University Policy for approval. Please keep in mind that we need to be in compliance with Federal Guidelines and these policies will not always come before the senate first. We can review once policies are in place.
- The Athletics Consultant provided their recommendations.
- Faculty Medical Leave – this is currently in the provost office for legal review.
- Political Campaign Guidelines – the committee has been meeting with Tommy Screen and they are almost complete. Dr. Kvet stated that it is always positive to have politicians on campus, but we need to ensure that we are in compliance. Dr. Ewell thanked the committee including Dr. Dynia for helping with these guidelines.
- The goal for enrollment is 900 and we currently have 898 applications. The Office of Enrollment raised the deposit from $300 to $500 to make sure students are interested in attending Loyola.
- Father Dziak is in the process of hiring for ministry.
- Dr. Ewell thanked faculty members for sending written reports.
- Next year we hope to invite Jay Calamia to a senate meeting.
- Dr. Joe Berenzen will send out a recap from the FHRC.

Dr. Ewell thanked all senators for participating in various committees’. Also, a special thanks to the members of the Executive Committee, Dr. Ed Kvet, Elizabeth Kordahl and Wendy Porche.
COMMITTEE REPORTS

Fringe Benefits Committee Meeting

The Fringe Benefits Committee met with Buck Consultants on April 26 to review the Loyola benefits trends and experience and the 2013 initial projections. This year is the final year of the rate guarantee for the following:

- Basic Life and AD&D
- Optional life
- Basic dependent life
- Optional spouse life
- Optional AD&D
- Long term disability
- Medical
- Dental

All rate guarantees end on December 31, 2012. Buck Consultants will continue to refine their data and estimated projections. In June, the committee will be presented with these data as well as results of the Employee Benefits Survey. Buck Consultants will also secure bids for benefits plans, matching the plans to employee needs.

Fringe Benefits Committee Report to Senate - 2

The FBC met on April 26. Ross Matthews presided at the meeting. Representatives from Buck Consultants presented information regarding upcoming changes due to the National Health Care Bill.

Blue Cross, along with the other insurance providers except for Vision, is up for renewal in 2013. The main concern of HR is that the coverage we now have not be diminished and, at the same time, to keep premiums as low as possible. In keeping with this goal, “Value Based Plan” incentives were discussed. Including in Loyola’s health plan incentives for wellness, in such areas as tobacco use, diabetes management, biometric screening, etc., would be a means of keeping costs down. This will be discussed at a future meeting of the committee.

Retirement Plan Investment Committee Meeting

Members: Jay Calamia, Chair; Mary Oriol (University Senate), Charles Marshall (Administrative Senate); Ron Christner (College of Business); Ross Matthews (HR); Donna Rochon (HR), Recording Secretary.

March 22, 2012
This was the first meeting of the RPIC and was primarily for organizational purposes. Members were introduced. Jay Calamia informed the committee that its first charge is to develop an Investment Policy Statement for the University, recommended as a “best practice” for organizations that offer a retirement investment plan.
A policy statement for the University should include the following:

- Purpose
- Investment Objectives
- Asset Class Guidelines
- Duties and Responsibilities
- Selection of Investments
- Control Procedures
- Monitoring Conflicts of Interest and Costs
- Investment Policy Review

**April 25, 2012**
The Retirement Plan Investment Committee met from 10 AM to noon on April 25.

The committee discussed its fiduciary responsibility and liability coverage under University insurance.

TIAA-CREFF representatives then did an extensive and detailed presentation on “Fiduciary Education and Investment Menu Analysis”.

**Ad Hoc Extraordinary Faculty Handbook Committee**

The Ad Hoc Extraordinary Faculty Handbook Committee has completed a revised draft of Chapter 15 (Extraordinary Faculty) for the Faculty Handbook. One of the major difficulties with the revision was to create a document that attempted to reflect the reality of the current situation for extraordinary faculty and one that was flexible enough to allow room for faculty, department and college growth. The original version of Chapter 15 simply listed extraordinary faculty titles with a very brief description. The new chapter delineates four extraordinary categories: adjunct, visiting faculty, fixed-term appointments, and renewable-term appointments (those faculty members with renewable-term appointments are considered to have seniority within the extraordinary faculty). The new Chapter 15 clearly states that extraordinary faculty members are not expected to engage in research and that service is expected only from those members with renewable-term appointments. We have asked committee members to circulate the draft with the expectation of submitting it to the Faculty Senate early in fall, 2012.

**The joint SCAP/Senate Honors Committee**

The joint SCAP/Senate Honors Committee met to review the proposal from the Associate Deans. The group felt that they needed a representative from Student Affairs and the student body to proceed. It was also unclear whether these groups are simultaneously reviewing the proposal and what the approval process for the Academic Honor Code and Academic Integrity Council will be. The committee sought input from Cissy Petty in Student Affairs. Cissy Petty has selected Roberta Kaskel and Robbie Reed to work with
the group on clarifying the relationship between the Student Code of Conduct and this new proposal.

**COMMITTEE REPORTS – CONTINUED**

SCAP report to the Senate:

- **Main points**
SCAP approved the following academic program proposals:

- **BBA Minor in Music Industry Studies**
- **BME Vocal with Concentration in General Music Studies**
- **Translation and Interpreting Certificate Program: There are two different tracks, healthcare and law.**
- **Certificate in Forensic Science Investigation**

Program and Institute Review:

SCAP sent out the approved criteria to all colleges and incorporated a number of suggestions from the Deans. After considerable discussion, SCAP reached agreement that SCAP’s role shall be to ensure that all programs are reviewed periodically and certify the process upon receipt of a summary report from the appropriate Dean rather than micromanage the details of the review itself. SCAP’s role shall be more substantive. We have submitted proposed changes to the FH to specify SCAP’s role more clearly.

Common Curriculum Course Requirements:
SCAP has worked with members of the SCCC and its subgroups and has approved the criteria for the following requirements: Diversity, History in the Advanced Common Curriculum, Pre-modern, Science Process, Science in Context, Natural Science Lab.

**PROVOST REPORT:**

- **Sexual Harassment Policy** – Dear colleague letter explains the Department of Education response to underreporting sexual harassment cases. Department of Education states that you have an obligation to investigate each case. The legal office is now going to hire a compliance officer to assist with the University’s progress. We will get a task force to look at the harassment policy and how we apply it.
- **Sick Leave Policy** – this policy was approved at last meeting and is currently under legal review. Deleted the words “if you will” and “or immediate family members”.
- **University Senate** – Dr. Kvet stated that one of things he feels good about is the senate’s role and how the senate influences the University. Dr. Kvet thanked all senate members for their work and the leadership and thanked the Executive Committee.
- **Article** – Dr. Kvet presented an article ‘where higher educations is’. When we talk about the cost of education remember what you do in the classroom is still what it was in the 19th century.
Presentation from Dr. Saslaw

Dr. Janna Saslaw presented Dr. Kvet with a gift from the University Senate.

Dr. Saslaw stated that Dr. Kvet always believed and strived for transparency and always made himself a model of that. Dr. Saslaw stated that when Dr. Kvet was Dean he said that we need clear instruction for promotion and tenure. He was a model for clear instruction and even gave Dr. Saslaw his plastic box of promotion and tenure for her to review.

ELECTIONS:

*New senators vote. If the new senator is NOT here, the old senator can vote.

EXECUTIVE COMMITTEE

SENATE CHAIR
Nominees:
Barbara Ewell
Seconded
Move to close
Barbara Ewell elected by acclamation

VICE CHAIR
Nominees:
Ralph Tucci
Seconded
Moved to close
Ralph Tucci elected by acclamation

AT-LARGE
Nominees:
Kim Brannagan
Alice Clark
Teri Gallaway
Seconded
Moved to close
Teri Gallaway elected by majority vote
Alice Clark elected by majority vote

SECRETARY
Nominees:
Gwen George
Seconded
Moved to close

**Gwen George elected by acclamation**

**Enrollment Management (2 needed)**
Nominees:
- Eileen Chapoton
- Geoffrey Hall
- Brian Sullivan
- Michelle Pope
- Jon Altschul
Seconded
Moved to close

**Brian Sullivan elected by majority vote**
**Geoffrey Hall elected by majority vote**

**Fringe Benefits Committee (3 needed)**
Nominees:
- David Myers
- Gwen George
- Mary McCay
Seconded
Move to close

**David Myers elected by acclamation**
**Gwen George elected by acclamation**
**Mary McCay elected by acclamation**

**Mission and Identity Committee of the Board**
Nominees:
- Tish Beard
- John Sebastian
- Artemis Preeshl
- Cynthia Collins
Seconded
Move to close

**John Sebastian elected by majority vote**

**Student Affairs Policy and Student Handbook Advisory Committee (2 needed)**
Nominees
- Mary Hines
- Karen Rosenbecker
Seconded
Move to close

**Both elected by acclamation**
University Board of Appeals (2 needed)
Nominees
Laura Hope
Laurie Anne Ferguson
Seconded
Move to close
Laura Hope elected by acclamation
Laurie Anne Ferguson

University Board of Review (5 positions needed)
Uriel Quesada
Joelle Underwood
Lisa Linville
Trish Nugent
Andrea Armstrong
Seconded
Move to close
Uriel Quesada elected by acclamation
Joelle Underwood elected by acclamation
Lisa Linville elected by acclamation
Trish Nugent elected by acclamation
Andrea Armstrong elected by acclamation

University Budget Committee (1 regular/1 alternate)
Nominees:
Jerry Goolsby
Isabel Medina
Lee Yao for alternate
Seconded
Move to close
Isabel Medina elected by majority vote
(Alternate) Jerry Goolsby elected by majority vote

University Faculty Handbook Revision Committee
Nominees (2 people) (1 full term/1 one year term)
Artemis Preeshl
Alice Clark
Isabel Medina
Seconded
Move to close
Alice Clark elected by majority vote
Isabel Medina elected by majority vote for 1 year term
University Parking Committee
Nominees:
Mary Brazier
Seconded
Move to close
Mary Brazier elected by acclamation

Adjournment: 5:00pm