

Meeting CAS Chairs -September 20, 2007

ANNOUNCEMENTS

REMINDERS:

Annual Reviews. I have attached the calendar of our meetings on annual review set last spring. It is very important to stick to this calendar as it is costly for me to move any to later in the semester. As always, please send me electronically (copied to Sandra O'Neil) faculty Annual Updates and your annual review letters one week before we meet so that I have plenty of time to review the materials. Please remember to include your own. Sandy and I would appreciate it if you could title the materials by the faculty member's last name, e.g., Buckley Update; Buckley Chair letter. You can send hard copies of student evaluation summaries, etc. directly to my office, c/o Sandy O'Neil.

Executive Assistant divisions of labor. Sharita Planter is responsible for handling the CAS budget and maintaining the Dean's calendar. Sandra O'Neil prepares and processes contracts for faculty in the College, as well as assisting in the maintenance of the College web pages. Deborah Dengler handles these and other responsibilities for CAS graduate programs. We are also working on making sure that everyone is "cross trained" to cover for each other for vacations, sick days, etc. Please let me or Amanda or Suzanne me if you have any problems that you feel are not being addressed adequately or in a timely fashion.

Contacting parents. Given FERPA confidentiality requirements, it is prudent never to talk to parents or other family members about their daughters or sons without written permission to do so from the student. If a parent calls, it would be wise to refer them to Ilona McGuinness – she will work with the faculty, student, and parent if appropriate, and get written permission for whatever conversations need to take place as well as refer the situation to other offices on campus as necessary.

SUMMER ACTIVITIES

The Loyola Conference **Strategic Planning Task Force, including some faculty members from the Loyola Conference**, met three times over the summer, but nothing definite has been decided since the President met with Chairs last spring. The Board of Trustees will meet October 12 - 14, and then we should be able to discuss how the College of Arts and Sciences plans to contribute to the next plan.

The **Core Review Committee** (Frank Cunningham, Chair) met three times over the summer. At our most recent meeting we started to get concrete about what we wish to recommend to the Senate on the size of the core, its integration, and its ongoing review. Keep your eye out for Frank Cunningham reporting to the Senate, asking further faculty input. We will need the Chairs' help to make sure everyone knows what is going on.

Nick Miller and the **Honors Review Committee** continued its work over the summer, talking with interested departments and brainstorming on what it will take to pass the proposal and make it work. The Senate and the UCC will be discussing various aspects of the program throughout the year. Since the idea of having an alternative path to our core aims is probably the largest change in the core in decades, the conversation is going to require both persistence and patience. Please let Nick or me know any suggestions you have for making the conversation helpful for us all.

The Loyola Clinical Centers chairs and directors have been working since January and through the summer on a 3-5 year strategic plan with the assistance of an executive MBA team. As part of this process, some members visited the Saltzman Center, a benchmark multidisciplinary clinic at Hofstra University. The plan should be in final form by mid-semester.

The Jack Kent Cooke Foundation awarded a **\$1 million grant to Loyola** as part of a nationwide initiative aimed at significantly increasing college enrollment and graduation among low-income high school and community college students. The College Advising Corps initiative will recruit and train Loyola seniors to work full time as advisers for one to two years following graduation. Loyola College will implement a college-advising program in high schools throughout Maryland with low college-going rates and large numbers of low-income students. The program will provide one-on-one advising to a total of 7,400 students over four years. The Loyola program is based on a successful model devised by the University of Virginia and is being orchestrated by our School Counseling program with the tremendous work of Lee Richmond and Cheryl Moore-Thomas.

Plans move ahead for the **new School of Education**. Structural changes for this year are that the education “unit”, run by Vic Delclos as Associate Dean for Education includes two departments: Teacher Education (chair: Mickey Fenzel) and Education Specialties (chair: Vic Delclos) as well as the Center for Montessori Education. Amanda is running the search for the Dean of the School, and plans are for the Dean to begin at Loyola next July. On another front, any of you know as well that Lee Dahringer has resigned as **Dean of the Sellinger School of Business** and I will be chairing this search.

Helen Schneider has sent to the campus a report on the **many building projects** currently underway. Remodeling the Library is taking up more of its current space that we thought it would, but it will hopefully be completed next summer.

MORE RECENT DEVELOPMENTS

Tim Snyder is quickly developing an agenda, including gradually speaking with faculty groups about his priorities. I won't air what I know of those priorities here – but he hopes to meet with Chairs along with other groups over the year.

We have been reviewing our **hiring procedures** with Tim Snyder, and he has a number of ideas for improving them to increase the quality (including diversity) of our applicants

and to improve candidate visits to campus. As some Chairs already know, we are going to meet with all departments who are hiring tenure-track faculty over the next few weeks. We will present some more long-term hiring concerns when the CAS and SSBM Chairs meet on October 25.

Increased per course affiliate stipend. I was recently (TOO recently!) informed that the 0708 compensation agreement includes raising affiliate \$2500 stipends to \$2600 (plus whatever \$25 or \$50 increment they have already received). I will send a note to all per course affiliates (who are making \$2500) announcing this. Tim Snyder and the Compensation Committee are working on raising this base rate even higher during the next five years Compensation Plan.

The College has begun a program of “**Academic Program Costing**”, led by David Beaupre (Assistant VP for Financial Services). Those involved in graduate programs already know the surprising lack of data we frequently have on the “cost” of various programs in terms of student enrollments and retention, faculty, and space. But those involved in undergraduate programs may not be as aware of our need for good data on these scores. Chairs may be contacted to help in gathering data. Everyone should know that we do not judge programs exclusively or even primarily on the basis of costs and revenues. Loyola judges all programs in light of our commitment to liberal as well as professional education in the Jesuit tradition. The Chairs (along with Tim and Lee and Anne and Amanda and I) will be at the table for all the crucial discussions of this project. A final report is due in mid-November. We will keep you posted.

REQUEST

Several departments either have or are creating **senior exit surveys, or alumni surveys**. If you have such a survey, please send me an electronic copy to me to share with interested departments.

DATES:

October 3. Fr. Locatelli on Justice in McGuire

25th Annual Academic Chairpersons Conference, 6 – 8 February 2008 (Orlando, Florida). See www.dce.ksu.edu.