

Meeting Minutes Archive**February 9, 2000**

To: Members of the Corporate Faculty  
From: Dr. Sarah Gabel, Secretary, Faculty Council  
Subject: Meeting held in room 30 Marquette Center, WTC

**#125 I. Meeting called to order by Faculty Council Chair, Dr. Barbara Leonard at 3:01 PM**

Dr. Timothy O'Connell, IPS, offered the opening prayer.

**#126 II. Minutes of the January, 2000 Meeting**

A. Chairperson asked for a motion to approve the January Minutes

Motion: That the January Minutes be approved

Moved: Dr. Ray Tatalovich, Political Science

Seconded: Dr. Janis Fine, Education

Action: motion approved

**#127 III. Chairperson's Report- Dr. Barbara Leonard, Accounting**

A. The chair provided council with a list and title of all the members of the Board of Trustees.

B. Dr. Leonard informed council that the Breakout Summary from the Academic Affairs Retreat held on January 13th and 14th is available on the web at [www.luc.edu/resources/faccouncil/reports/summary.htm](http://www.luc.edu/resources/faccouncil/reports/summary.htm). It is written as a directive for C.A.R.P. and provides a vote of confidence for the C.A.R.P. Committee.

C. The Executive Committee of Faculty Council met on February 8. They brainstormed about a tentative timetable and procedure for ratification of the Senate Constitution. Also noted was that the Dean of Libraries should be placed on the list for Dean evaluations. The current Dean, Edward Warro, will be up for evaluation in the Spring of 2003.

D. The Executive Committee also met with Dr. Braskamp on February 8th, to discuss Faculty Leaves. Dr. Braskamp expressed that he wanted to have a conversation about leaves but felt it was important to talk to C.F.A. first. Dr. Micael Clarke, English, had solicited questions from the faculty at large and is prepared to submit a report to the faculty just as soon as Dr. Braskamp indicates he has talked with C.F.A.

**#128 IV. Committee Reports**

A. Committee on Committees - Dr. Paolo Giordano, Modern Languages and Literatures - Chair

1. Dr. Giordano solicited nominations for the Committee of Faculty Appeals. There were five nominees. Faculty Council held a vote to select two nominees to fill two vacancies on the committee.

2. Dr. Christine Cooper, School of Law and Dr. Susan Mezey, Political Science were elected and their names will be sent on to Fr. Piderit.

B. C.A.R.P. Committee - Dr. Timothy O'Connell, I.P.S. - Chair

1. The committee has been meeting weekly and rotating between Lakeshore and Water Tower campuses. The minutes of their meetings are located on the web at [www.luc.edu/resources/acadreview/minutes1.html](http://www.luc.edu/resources/acadreview/minutes1.html). The committee is aware that they are to have some statement by March 1st and are working to meet that deadline.

2. The C.A.R.P. Committee has been educating themselves about peer review. They have discovered that Northwestern University has been doing this for sometime now. The chair of

Northwestern's Committee is coming to speak to the committee this month.

3. Dr. Janis Fine, Education asked if what role the directives from the retreat would play in the committee deliberations. Dr. O'Connell has not had a chance to speak to committee about this but he anticipates that the directives will sit in the middle of their work and help guide the committee.

C. Physical Resources Committee - Dr. Gloria Jacobson, CMHA- Chair

1. The committee met with Mr. Phil Kosiba, Vice President of Facilities. The capital budget has been reduced to 4 million dollars this year. He is seeking suggestions about where the money should be spent. Ideas should be forwarded to Dr. Jacobson at gjacobs@luc.edu). Council members suggested that Dr. Jacobson gets a hold of the report made by the chair last year and noted that not all of the work scheduled for Dubach was completed.

2. Mr. Kosiba said he is reluctant to do anything at the Water Tower Campus until the Water Tower Task Force issues their report.

3. Dr. Ann Bugliani, Modern Languages and Literatures, a member of the Water Tower Task Force suggested that she and Dr. Jacobson coordinate their efforts. The Water Tower Task Force has discussed targeting Lewis Towers for renovations and 25 E. Pearson Building for maintenance.

D. Awards Committee - Dr. Raymond Dye, Psychology - Chair

1. A call for nominations for Honorary Degrees went out to all faculty via e-mail on January 24th. He has received five nominees. He is working to coordinate his committee's work with Senior Vice-President of Operations Mr. Wayne Magdziarz, who is responsible for seeking nominees not from the Academic sector.

2. A call for nominations for Faculty Member of the Year went out to all faculty on February 3rd. So far he has received two inquiries.

3. Dr. Petzel, former Awards Committee chair for several years turned a 15-year-old file tracking the work of the committee over to Dr. Dye. Dr. Dye also learned that the plaque with the names of all Faculty Member of the Year Award winners is displayed in Hussey Lounge.

4. Dr. Dye believes the current makeup of the Awards Committee does not reflect the divisions represented by council. He would like a member from the Medical School to sit on the committee.

5. Dr. Austin, English, pointed out that there seems to be a duplication of work between the Senior Vice-President's office and the Awards Committee.

E. Administrative Policies and Resources - Dr. Raymond Tatalovich, Political Science - Chair

1. Dr. Tatalovich thanked Dr. Nick Lash and his secretary or the help they have given him.

2. The committee determined that all the chairs that provide classes for Mundelein College and all full-time faculty who taught Mundelein courses during the fall of 1999 will be surveyed for the Dean of Mundelein College evaluation. It will be made clear on the survey that if a faculty member shouldn't feel pressured to respond if they have nothing to say.

F. Elections Committee - Ms. Karla Peterson, University Libraries - Chair

1. Ms. Peterson has agreed to take over the role of chair since Dr. O'Connell is now chairing the C.A.R.P. committee.

2. The Faculty Council election timetable for the 2000-2002 term is currently behind schedule because of the additional elections sponsored by Faculty Council held to select C.A.R.P.

committee members.

3. Ballots calling nominations to Faculty Council will go out Friday February 18th, and must be returned by March 3rd. Election ballots will go out March 10th and must be returned by March 31st. The ballots will be tallied during the first week in April and winners will be notified by April 7th so they might attend the April 13th faculty council meeting.

4. Ms. Peterson asked for help in verifying the current full-time faculty list. The clinical faculty list is the most inaccurate at this time.

5. In the past, there was a staff member assigned by the Senior Vice-President of Academic Affairs Office to assist council in clerical work. Chris Sacks had done this in the past but she has left the university and her office no longer exists. Dr. Leonard said she would request that the Academic Affairs office provide council a line-item budget for a part-time staff member for this position.

#### G. Research Committee - Dr. Leslie Fung, Chemistry - Chair.

1. The Research Committee members invited Janet Gibbs (Senior Vice President for Finance), William Yost (Acting Associate Vice President for Research Services for Lakeside campuses), Ron Martin (Assistant Controller for Accounting Services), and Sharon May (Director of Sponsored Programs Accounting) to their February meeting. The meeting consisted of questions the committee had for the guests, their responses, and the ensuing discussions based on their responses. It was established that all of the guests were aware of the Research Committee 1998 Report, including Arthur Andersen recommendations. Various efforts are underway to implement some of the recommendations. See Research Committee meeting minutes, [www.luc.edu/resources/faccouncil/committees/research/#minutes](http://www.luc.edu/resources/faccouncil/committees/research/#minutes), for details.

2. Since there are two research services offices now (Lakeside campuses and Medical Center campus), members questioned whether there are two indirect cost rates or one. Currently there is one rate for both the Medical Center campus and the Lakeside campuses. It is possible that we may have two rates in the future.

3. The Committee also discussed research leave related issues in preparation for discussions on the same topic in March meeting. Dr. Larry Braskamp, Senior Vice President for Academic Affairs and Dr. Urban Von Wahide, Committee for Faculty Appointment Chair, have been invited to come to the March meeting.

#### H. Governance Committee - Dr. Carolyn Saari, Social Work - Chair

1. Dr. Saari presented an overview of proposed Senate Constitution.

2. Robert's Rules of Order now recommends one document rather than two to write the Constitution. Preamble through Article I outlines governance principles - these came out of the Governance Committee chaired by Dr. Micael Clark. This is important in that it conveys the foundation of expectation to both the faculty and the administrators involved.

3. Changes in the definition of the Faculty Electorate and in the formula for determining the size of representation of the various units.

4. There are no term limits on members of the Senate but there are term limits (6 years) on officers.

5. A workload reduction is included for the President.

6. A Parliamentarian is included.

7. There are procedures for removal from office of the members of the Executive Committee and representatives to University committees.

8. One regular meeting of the Senate is to be at the LCS and one at Maywood each semester,

with the other meetings to be held at the WTC.

9. There are provisions for referenda.

10. Subcommittee on committees researched the Governance Structure designed at Santa Clara and are recommending the use of their University Policy Committees. This does not show up in the Constitution because they are not an internal part of the Senate, but how we would like to work with the university administration. (See Appendix A)

11. It was noted that this form of operation (UPC's) is already in use in a few areas - such as the University Budget Committee. The Constitution does, however, have procedures for the selection of representatives to serve on university committees - they are to be nominated by the Executive Committee, elected by majority vote in the Senate, expected to represent positions adopted by the Senate, report on a timely basis to the Senate, and are subject to recall if deemed not to be performing adequately.

12. There are many changes in the Senate Standing Committees.

13. Dr. Ray Tatalovich, Political Science, chair of the Governance subcommittee on Rules of Order presented a detailed account of changes in the rules of order in the proposed Senate Constitution.

14. Dr. Timothy Austin, English, chair of the Membership sub-committee presented a detailed account of changes in the proposed Senate Constitution.

15. In preparing Article II of the Draft Constitution, the subcommittee

i. Proceeded by considering the most desirable overall size of the Senate body. It was felt that the current size of 30-40 was appropriate, and that deviations above or below those limits introduced significant practical or principled problems.

ii. Reviewing possible models for representation: It was felt that neither a "US Senate" model, whereby units would send a fixed number of representatives regardless of size, nor a "House of Representatives" model with strictly proportional representation, would match our needs.

The model proposed in Section 1 combines the two approaches. It also reflects in general outline the current Faculty Council structure; subcommittee members felt that the Council's representational system as such had not been the subject of criticism.

Establishing the Faculty Electorate: those entitled to vote and run for office in Senate elections. Here three contentious areas drew lengthy discussion: the inclusion of full-time non-tenure-track faculty (the subcommittee deciding after debate that the 40-50 FTNTTF fully deserved equal representation within their units) the inclusion of part-time faculty (the subcommittee writing a clause [Article II, Section 2, Item C] which establishes what we felt was a reasonable length and consistency of service to qualify for inclusion, and which also requires that part-time faculty themselves initiate the process of being certified as entitled to vote in a given year)

iii. The inclusion of Stritch School faculty, especially clinical faculty (the subcommittee being ultimately persuaded that faculty at LUMC are currently taking steps radically to re-engineer their own governance systems in ways that will better enable them to participate in a new Senate)

iv. "doing the math" to ensure that the model described in (2) above, combined with the size of the Faculty Electorate established using the principles in (3), would derive a body of the "ideal size" established in (1).

## #129 V. New Business

A. Motion: That Faculty Council accepts this document as a draft of the proposed Senate Constitution.

Moved: Dr. Timothy O'Connell, IPS

Seconded: Dr. Kenneth McClatchey, Pathology

Action: motion passes unanimously

B. Motion: That Faculty Council holds a special meeting on the 23 of February to discuss the draft of the Senate Constitution.

Moved: Dr. Arnold Vander Nat, Philosophy

Seconded: Ms. Karla Peterson, Library

Action: 29 for, 1 against, 1 abstain-the motion passes

C. Dr. Timothy O'Connell, IPS recommended that Faculty Council follow Robert's Rules of Order to discuss and vote on the Senate Constitution one article at a time. Amendments may be offered and will be voted on at that time.

D. Once the constitution has been voted on by Faculty Council it will go to the entire faculty for consideration.

### **#130 VI. The meeting was adjourned at 5:01 P.M.**

Respectfully Submitted,

Dr. Sarah Gabel  
Theatre  
Secretary, Faculty Council

#### **Members Present:**

##### Professional Schools

Dr. Raymond Benton, Marketing; Dr. Anthony Castro, CBN and Anatomy; Dr. Cienkus, CIEP, Dr. Maria Connolly, Medial Surgical; Dr. Janis Fine, EIPS, Dr. Allen Goldberg, Pediatric Home Health; Dr. Gloria Jacobson CMHA, Dr. Stephen Jones, Physiology; Dr. Barbara Leonard, Accounting; Dr. Kenneth McClatchey, Pathology; Dr. John McNulty, CBN and Anatomy; Dr. Carolyn Saari, School of Social Work; Dr. Allen Shoenberger, Law; Dr. Frederick Wezeman, Orthopedics

##### Arts and Sciences

Dr. Tim Austin, English; Dr. Robert Bucholz, History; Dr. Ann Bugliani, Department of Modern Languages and Literatures; Dr. Micael Clarke, English; Dr. Raymond Dye, Psychology; Dr. Leslie Fung, Chemistry; Dr. Sarah Gabel, Theatre; Dr. Paolo Giordano, Modern Languages and Literatures; Dr. Fred Kniss, Sociology and Anthropology; Dr. Gerard McDonald, Mathematics; Dr. Frederick Morrison, Psychology; Dr. Susan Ross, Theology; Dr. Raymond Tatalovich, Political Science; Dr. Arnold Vander Nat, Philosophy

##### Graduate Institutes and Professional Librarians

Kerry Cochrane, Librarian; Karla Petersen, Librarian; Dr. Timothy O'Connell, IPS

##### Guests

Dr. Kim Dell' Angela, Pediatrics

Do you have any comments you would like to share with Faculty Council? If so, [fill out the online form](#); send them to Sarah Gabel, Faculty Council Secretary, 808 Sky, LSC; or E-Mail her at [sgabel1@luc.edu](mailto:sgabel1@luc.edu)

## Appendix A

### Subcommittee on Committees

Committee researched the Governance Structure designed at Santa Clara and is recommending the use of their University Policy Committees. This does not show up in the Constitution because they are not an internal part of the Senate, but how we would like to work with the university administration. See Attached report. Also note that this form of operation is already in use in a few areas - such as the University Budget Committee. The Constitution does, however, have procedures for the selection of representatives to serve on university committees - they are to be nominated by the Executive Committee, elected by majority vote in the Senate, expected to represent positions adopted by the Senate, report on a timely basis to the Senate, and are subject to recall if deemed not to be performing adequately.

### Changes in the Senate Committees

Faculty Council	Senate
Committee on University Committees	Not Continued
Committee on Faculty Status	Committee on Faculty Handbook and Faculty Status
Committee on Administrative Policy and Services	Committee on Academic Affairs and Research
Committee on Physical Resources	Committee on Physical Resources and Information Technology
Committee on Awards	Committee on Elections and Awards
Committee on Elections	- see above
Committee on Religious Affairs	Not Continued
Committee on Education	Not Continued
Committee on Research	- see Academic Affairs
	Finance Committee
	Newsletter and Website Committee
	Committee on Administrative Review

### Report from the Governance Committee Sub-Committee on Committees

An Alternative Text, September 27, 1999

Effective university governance requires the mutually respectful involvement of several constituencies; faculty, staff, students, administrators, and trustees in all facets of university life, most especially in establishing or changing University policy and in implementing major strategic change. At Loyola University Chicago, it is widely agreed that existing committee structures do not achieve this goal. We therefore propose the establishment of a number of university policy committees (UPCs) that will serve with, and under the leadership of, each of the senior vice presidents in her or his area of responsibility. UPCs will be collaborative bodies whose charge it will be to formulate and recommend new University policies in their respective areas, to review any proposals for significant changes in existing policy, and to develop long-range strategic plans.

The Budget Committee, recently approved by Fr. Piderit, represents a good example of the kind of committee we have in mind. It is, in effect, a UPC that operates in the domain of the Senior Vice President of Finance. It is our proposal that similar committees, with varying faculty, staff and student representation, could serve each of the other senior vice presidents. For example, an Operations Committee, chaired by Mr. Magdziarz, could consider policies and strategic planning in the areas of admissions, new student programs, financial aid, registration and records, facilities, and information technology. An Administrative Services Committee, under Dr. Beane's leadership, would review policy and planning in the areas of advancement, athletics, the Museum of Art, external relations, human resource management, student affairs and university ministry. And similar bodies, chaired respectively by Dr. Braskamp and by Dr. Barbato, would oversee academic affairs at the Lakeside Campuses and at the Medical Center. Since the Board of Trustees holds the ultimate legal and moral responsibility and authority for the University, and must ultimately determine and approve University policies and major strategic changes, it will be important for the Board, through its own committee structure, to maintain effective communication with all of the

university policy committees. One way to achieve this would be for a member of each UPC to sit on the corresponding committee of the Board. Thus, for example, a representative from Dr. Braskamp's Academic Affairs Committee would sit on the Board's Academic Committee, and answer questions in both bodies about the thinking and directions of the other. It would be the responsibility of the elected representatives of faculty, staff, and students respectively to determine who would represent their constituencies to university policy committees. Faculty appointments would be made by Faculty Council (or, if this is later dissolved, by the Faculty Senate) based on faculty competencies. Faculty appointed to any UPC would report regularly to the Council (or Senate) and would publish summaries of meetings (except where there were compelling reasons for confidentiality) on the Senate web pages.