

ANNUAL REPORT OF FACULTY COUNCIL COMMITTEES TO
UNIVERSITY SENATE
May 3, 2005

(Note: Faculty Council Committees are now categorized as University Standing Committees)

Faculty Council Committee on Courses and Curricula

Date: April 28, 2005

To: Timothy P. Ryan, Chancellor, University of New Orleans
Oscar A Varela, Chairman, University Policy Committee
Florence Jumonville, Library, Louisiana/Special Collections Department

From: Dr. Roger J. DeSanti, Sr., Chairman, Faculty Council Committee on Courses and Curricula

The "General Guidelines for Appointed Faculty Council Committees and The Chancellor's Advisory Committees" approved by the University Senate on May 5, 1992 state in item 18 that: "Prior to the beginning of the final examination period of the spring semester, each committee should submit a written annual report to the Chancellor and to the Policy Committee. This report should include the number of meetings, attendance, business conducted, and suggestions concerning the function of the committee in the future. A copy of the report should be placed in the permanent files in the appropriate archive of the Library."

As prescribed in the above statement, the Annual Report of the Faculty Council Committee on Courses and Curricula for the 2004-2005 academic year follows.

The number of meetings of the committee was thirteen (13) during which approximately one-hundred and fifty (150) "person hours" were expended. This does not include the time on task spent by committee members preparing for the meetings. The attendance of the faculty members of the committee averaged seventy-six percent (76%) with a distribution permitting business to be conducted at all meetings. Exceptional attendance records were established by committee members Roger DeSanti, Dan Harper, Florence Jumonville, Joseph Lambert, and Milton Pressley. No student representative attended a meeting. The committee attendance sign-in sheet is attached.

The committee processed two-hundred fifty-nine (259) items of business represented on one-thousand two-hundred and fifty-three (1253) pages of text. The committee log of activities is attached.

Roger DeSanti was unanimously re-elected to serve as the committee chairman and will do so during the 2005-2006 academic year. As of this writing, the committee has yet to

be informed by the Chancellor's office and the Policy Committee regrading committee appointments for the upcoming year.

The committee has concluded the year with but one outstanding item of business. There is a question as to whether or not a program may have requirements higher than university requirements. Specifically, may a program require that all coursework be completed with a grade of "C" or higher. The Provost is currently pursuing an answer to this question.

Faculty Council Committee on Faculty Honors **Report and Recommendations**

Introduction: The Faculty Honors Committee met on April 25, 2005 to consider the outcomes of the recent Faculty Honors Convocation and to make recommendations. Generally, the committee was pleased with the convocation and gave its thanks to Bobby Eason and all who worked hard to make the gathering a success. We also made several suggestions which are detailed below.

Medallions: There was discussion about whether the Medallions should be named. Consensus was that a surname and a label which more clearly identifies the purpose of the award. Example: Mueller International Service Award. There should also a brief "bios" included in the program to insure that the contributions of Leyda, Mackin, and Mueller are recognized. Finally, we suggest that up to three Medallions be awarded in each of the two categories.

Leyda: We suggest involvement in the award by this committee. If we are to have a leadership role, we will need background: history of the award, procedures followed, and the like.

Faculty Honors: We suggest that the awards given be oriented toward the faculty, rather than toward administrators. Doing this will improve faculty attendance at the convocation and provide a morale boost to faculty.

Procedures for Awarding the Medallions: A call for nominations should go out no later than early February, with a deadline one month before the convocation. The call should request a packet containing a nomination letter (note that self-nomination is acceptable), a 1 – 2 page summary stating why the candidate should be considered for the award (pointing out length of service at U.N.O., position, and specifics of the nominee's service), and a vita. We recommend use of an e-mail system for receipt of packets, correspondence involving nominees, and packet review by the committee.

Distinguished Service Professor: This award will recognize individuals bringing their academic expertise into the "real world" or the University. Service may include service, generally pro bono, in the community, service in professional organizations and service

work benefiting the University. We request that the Administration establish this award and that it be treated similarly to the Leyda, with a cash award for professional use.

Investigation into College Honors: To insure that “best practices” be shared, we will next obtain profiles of each college’s College Honors Convocation and make these available.

Faculty Council Committee on Freshman Affairs and Remediation

Jennifer Lukow, Chair of the Committee on Freshman Affairs and Remediation, reported no active business in the academic year 2004-2005.

Faculty Council Committee on the Library

This academic year the Library Committee continued work on some initiatives begun last year, provided faculty perspective on the recent Library survey (LibQual), and planned activities for the next academic year.

The Committee, a liaison group between the faculty and Library Services, undertook activities related to its revised mission—to advise, to advocate, and to assist in the collection of evaluative data for Library Services. In that capacity, the Committee continued work on an evaluative project begun last year and reviewed the results of focus group data collected from the faculty members. Faculty members were asked how well Library Services meets their needs for teaching and research. Among the needs that surfaced was a request for more information regarding copyright issues in the electronic age. In response, the Library Committee plans to sponsor a Faculty Seminar on this topic next year.

Second, the committee served in its advisory capacity and offered suggestions about the implementation of the LibQual Survey. Suggestions focused on identifying incentives, methods of promoting the survey, and developing instructions. The survey data collection took place during the last two weeks of April, and the committee thanks all faculty members who completed this survey.

The results will provide important information regarding the faculty and student perception of current services and desired levels, data that can guide future decisions.

Third, the Library Committee discussed the new electronic repository of the work of UNO faculty. This electronic repository was featured during Library week and is an electronic database designed to be a searchable source of the academic work of UNO faculty members. This repository is an important way to showcase the productivity of

UNO faculty members. The committee will be considering ways to increase awareness of this service and to streamline the process of submitting references for inclusion.

FACULTY COUNCIL COMMITTEE ON STUDENT AFFAIRS

Progress Report to the University Senate, May 3, 2005

A Biennial Report for 2003-2004 and 2004-2005

2003-2004, 8 meetings

members: Michael Arseneau, Michele Burns, *chair*, Nancy Dixon, Liz Schafer, Pam Vrana, and students Angela LeBlanc and Harold Rihner

-In response to a Policy Committee request for self-evaluation by the Faculty Council Committees, we revised the charge and the membership for this dormant committee (approved in May 2004).

-To better recognize the scope and importance of their Division, we recommended the name change from Student Life to the **Division of Student Affairs** (approved by Chancellor Ryan in April 2004).

-We met with the chair of the Student Publications Board (Manry), the Driftwood advisor (Busowski), the Ellipsis advisor (Lewis) and the Student Government President (Mackey) to discuss roles and functions vis-à-vis our committee.

-To pursue our goal of more effective communication, we met with the Public Information Officer (Joe White) to discuss existing procedure and perceived needs in using email communications *to* students *from* the Division of Student Affairs. We agreed on coordination between the Division of Student Affairs and the PIO.

-To pursue our goal of making the UC more accessible to students, we met with the Director of Auxiliary Services (Berggren) and the Associate Vice Chancellor for Campus Services (Peneguy) for input on our proposal to reconstruct the University Center Advisory Board (UCAB). We recommended the creation of a 9-member UCAB (approved by Vice Chancellor Pekarek in May 2004) to begin operating in fall 2004.

2004-2005, 5 meetings

members: Michael Arseneau, Michele Burns, *chair*, Nancy Dixon, Amy Poteete, Pam (Vrana) Rault, Liz Schafer, and students Jackson Mwatibo and Jeffrey Maumus

-We appointed 3 student members to the newly reactivated UC Advisory Board and met with the Director of RIS and the University Center (Royerre) for an update on the existing University Center (as of fall 2004).

-We met with the Vice Chancellor for University Advancement (Gruber) to discuss procedures for email communication with students and coordination to produce a primary, comprehensive UNO events calendar on the UNO website.

-We met with the Vice Chancellor for Facility Services (Chatelain) for an update on campus changes; and, we plan to meet with the Associate Vice Chancellor (Peneguy) at our final meeting on May 11.

-We recommended to Chancellor Ryan that the **Dean of Student Affairs** be a member of the chancellor's executive committee given the significant influence the Division has on our students' UNO experience outside of the classroom.

Submitted by: Michele Burns, *Chair*
Copied to: Greg Seab, Chair, University Senate
Bobby Eason, Assistant to the Chancellor

Student Publications Board

Report to the University Senate on the activities of the Student Publications Board, May 3, 2005:

The Student Publications Board met early in the fall semester to select a new Driftwood editor, and in April to select a new editor for the Ellipsis literary magazine. The Board's meetings in the intervening months were superseded by those of the Chancellor's Task Force on the Reorganization of the Driftwood, on which three SPB members served.

Respectfully submitted,
Darv Johnson
SPB Chair

Faculty Council Committee on University Admissions

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April 29, 2005

TO: Bobby Eason

FROM: Amanda Sheffield Morris, Chair of the Faculty Committee on University Admissions

RE: 2004-2005 Report of the Faculty Committee on University Admissions

The Faculty Committee on University Admissions met this spring with Roslyn Sheley, director of admissions, and we elected officers. Rick Francis from accounting is the new secretary, and the new chair is Tumulesh Solanky from Mathematics. We gave faculty input on the new admissions guidelines. This task completed out yearly agenda.

Faculty Council Committee on University Honors and Awards

June 2, 2005

The Faculty Council Committee on University Honors and Awards met January 27, 2005, in the Conference Room of the University Honors Program for the purpose of selecting a Chair for the 2004-2005 academic year and to be briefed by University Honors Program Director Linda Lonon Blanton about the work and report of the Ad Hoc Honors Program Enhancement Committee appointed by Chancellor Tim Ryan. Professor Charles D. Hadley, Political Science, was re-elected University Honors and Awards Committee Chair by acclamation, after which Dr. Blanton briefed committee members about the work of the Ad Hoc Honors Program Enhancement Committee and about on-going and planned activities of the University Honors Program.

The committee met again on May 5, 2005, in the Conference Room of the University Honors Program to elect a Chair for the 2005-2006 academic year and to deliberate about the award of Mary Freeman Wisdom Scholarships earmarked for tuition for students in the University Honors Program. Professor Charles D. Hadley, Political Science, was re-elected Chair of the Committee on University Honors and Awards for the 2005-2006 academic year by acclamation. Committee members agreed with Honors Program Director Linda Lonon Blanton that the available money for Mary Freeman Wisdom Scholarships be divided over both the Fall 2005 and Spring 2006 semesters. Many talented students in the University Honors Program submitted applications for the scholarship, making the task of committee members a very demanding one. Using an agreed upon point system based on the individual rankings of each committee member, the consensus emerged to recommend that University Honors Program Director Blanton award a tuition scholarship to Alan Zanzler, a University Honors Program student who was very active in the program and who just completed his term as President of the Honors Council.