

Newcomb-Tulane College Faculty Meeting Agenda
Friday, October 5, 2018
2:00 p.m., Richardson Memorial Building, Room 201

I. Approval of Spring 2018 faculty meeting minutes

Interim Dean Kelly Grant welcomed the attendees and called the meeting to order. The minutes from the Spring 2018 faculty meeting were approved by unanimous vote.

II. Guest speaker: Provost Robin Forman

- a. The nationwide search for Newcomb Tulane College new Dean has begun. The Provost stated that this will not be an easy task to accomplish, due to the uniqueness of NTC.
- b. NTC is recruiting the strongest students in the country. NTC Tulane has an obligation to meet their requirements and their ambitions.
- c. The provost stated that this is a good opportunity for faculty and the new dean to articulate more clearly what NTC is and what it stands for and come to a shared understanding to what a Tulane Undergraduate education should be, and what it should mean to be a Tulane graduate. The Provost forecasts some interesting and challenging work ahead.
- d. The Provost touched upon areas that could use improving, such as Study Abroad and Career Support and Services.

A question was asked regarding the New Dean Search Committee. The Provost's answer was that an email containing the list of committee members will be sent out to everyone. More questions were posed regarding the job description and the requirements sought after in the candidates.

Next, the Provost discussed topics that have come up in the last year that have been settled; such as the role of NTC in overseeing interdisciplinary majors and minors. A collection of online undergraduate courses is created for those students who must be away from campus.

III. Report and announcements by Dean Grant

a. Interim Dean and the state of Newcomb Tulane College.

Dean Grant began by making sure there was a quorum of 25 voting members present.

Dean Grant then proceeded to give an update on the interim dean and on Newcomb Tulane College as part of the constitution.

Dean Grant introduced herself. Dean Grant was a Professor of Practice in the School of Business, teaching Management and Communication until 2016. After that, she became an Associate Dean at NTC, overseeing retention for the university. Currently she is serving as NTC's Interim Dean. She stated that she is looking forward to assisting the new dean settle in, drawing in on her previous expertise and knowledge of both NTC, and working closely with Dean McLaren to ease this transition.

Dean Grant stated spoke about the large numbers of first years that commenced in the Fall, however, the final census count is 1909 students in the entering class.

From last year's entering class, from 1905 students, the retention rate was 94.23 % which indicates that NTC is doing better with retention. The focus on student success has been paying off in many ways.

A new orientation model was launched this year; the new orientation model spans 5 days before classes commenced. This was a positive experience.

Students also participated in the CAST program over the summer. Dean Grant reported that The CAST program worked well. This program is a two-day program that focused on student success. 150 faculty members participated in the program; having faculty members answers questions about majors connected students to faculty members before they took their first class at Tulane. Dean Grant also reported that the reading project went well.

Six year Graduation Rate: graduation rate is 85.36% which is lower than our peers, but Dean Grant is hoping that higher retention rates will mean higher graduation rates in the future.

Mussefer Hall is now open for business, pulling together career and advising services, as well as other student support services.

Dean Grant also talked about some of the goals she is hoping to accomplish, setting the table for the new dean, and making sure that things are in functioning order.

- New furniture and a new look at Cudd Hall lobby.
- Improving the function of two important committees:
 1. The Executive Committee for Faculty Oversight, which is the advisory committee to the dean. Dean Grant will work on establishing this committee before the new dean arrives.
 2. The Committee of Oversight of Academic Integrity, which plays an integral part in the Honor Code.
 3. According to the Constitution, some of the existing committees should have student representatives in them. So, another goal is to review that to make sure that these committees have students who are active members in them.
- The second goal is for the Executive Committee and the Faculty Advisory Committee have sub-committees that serve an advisory function to some of the things going on in the college. Dean Grant would like to form both advisory and executive subcommittees to promote faculty engagement and involvement, and to provide feedback on topics such as Academic Programs, orientation, career and Summer Programs.
- Internal Goals:
 - the budget needs a review to maximize resources. Dean Grant has been looking at the current budget system with Assistant Dean Beth Wilson.
 - Reviewing the operations of the Dean's Office as it supports the college's units.
 - Introducing the college to the new deans.

32:11

IV. Committee Reports

- a. Curriculum Committee (Judith Maxwell, chair)

Report for the Curriculum Committee was sent to everyone present via email.

- b. Committee on Academic Requirements (Mark Vail, chair)

Mark Vail stated that the committee doesn't have a report ready at this time, as their reports are usually ready at the end of the semester.

- c. Study Abroad Committee (Susann Lusnia, chair)

unclear

- d. Committee on Major Advising (Mark Vail, chair)

A report will be ready at a later date.

- e. Committee on Honors (Laura Schrader, chair)

Unclear, a lot of rustling.

V. Election of NTC faculty secretary for 2018-20

Professor Adam McKeown from the English Department agreed to be nominated for Faculty Secretary. The duty of the faculty secretary is to oversee the accuracy of the minutes prepared for Faculty Meetings, and to preside in the Dean's stead over these meetings, and be ex-officio on the Executive Committee meetings.

All were in favor.

VI. Other business

- Dean Andrew Martinez is assisting with the transfer of the catalogue from NTC to the Registrar's Office.

VII. Adjourn to Mussafer Hall for refreshments