

Newcomb-Tulane College Faculty Meeting Minutes

Friday, April 20, 2018

3:00-4:30 p.m., Rogers Chapel

Attendance: see appendix

I. Approval of Fall 2017 faculty meeting minutes

Dean MacLaren welcomed the attendees and called the meeting to order. The minutes from the Fall 2017 faculty meeting were approved by unanimous vote.

II. Report and announcements by Dean MacLaren

a. Announcements

Dean MacLaren announced that he will be leaving Tulane University in Summer 2018 to take on the position of Provost at St. Xavier University in Chicago. He thanked the faculty for their engagement with the college and their support of undergraduate students.

b. Keeling & Associates review of NTC

The Dean presented some highlights from the Keeling and Associates review of NTC, which was conducted at the request of the Provost. No final report has been submitted at this time, but K&A recently visited campus to meet with college faculty, staff, and stakeholders to present their initial findings, most of which reinforced issues that we have long been aware of in the college. A few key areas included:

- **Honors:** Keeling and Associates recommended reducing the number of honors students to 10% of the incoming class, as compared with 25% of the class as has been the case in recent years. With only three staff currently in the Honors program, this would help resources at NTC go further, and allow faculty and staff in Honors to work with students who really want to be engaged. Despite the large numbers of students and few staff members, Honors students have been very successful in applying for nationally competitive scholarships and fellowships, and faculty have played a large role in this. This year, we have one Rhodes finalist (the first in many years), two Marshall finalists, one Mitchell finalist, a record number of Fulbright Scholars, and several NSF Award recipients.
- **Academic Advising:** K&A recommends that we increase the wages of academic advisors to have less staff turnover.
- **More broadly,** Keeling and Associates recommended investing more in undergraduate education to support the growing numbers of students (almost 50% growth since 2006)—not only by investing in academic support roles, but also by investing in faculty lines.

We hope the Provost will make this report public so that you may weigh in with your feedback as faculty.

c. Committee staffing for AY 2018-19

NTC committees are staffed through the school deans' offices per our constitution. We have not recently staffed the Executive Committee, but plan to do so in the next academic year with the assistance of the school Deans.

III. Committee Reports

a. Curriculum Committee

Dean MacLaren gave the floor to Associate Dean Molly Travis to present the Curriculum Committee report on behalf of committee chair Lorelei Cropley. Materials were provided to faculty in advance of the meeting [via Box](#).

- A long list of courses were approved by the NTCCC to satisfy the new core curriculum requirements. These courses were APPROVED by the faculty by unanimous vote.
- New TIDES courses: The NTC Curriculum Committee believes firmly that full-time faculty need to be teaching TIDES courses. Over the years many courses have come to be taught by staff, and the committee hopes to reverse this trend. Four proposed new TIDES courses, all taught by faculty, were APPROVED by the faculty by unanimous vote.
- Teacher Preparation and Certification Program: TPCP director Dr. Shannon Blady proposed a Minor in Teaching and Learning, designed to enhance the overall student experience for those who are interested in leadership in education, but do not wish to work as teachers in Louisiana. One question raised by a faculty member was what school will house this program. Dean MacLaren noted that K&A raised the issue of whether TPCP belongs in NTC, so at some point TPCP may be moved elsewhere, but for now TPCP and this program will remain in NTC. TPCP faculty are based in NTC, not in one of the schools. The new minor was APPROVED.
- NTCCC approved a petition from the Altman Program for an exception to a requirement in the new core curriculum for the Altman students. Students in this program graduate with in excess of 150 credits and have very tight scheduling requirements. The Altman Program presented two requests to the NTCCC: 1. That Altman students be allowed to opt out of the Race and Inclusion requirement-- NTCCC denied this request. 2. That Altman students be able to use AP credit for the Math and Natural Science requirement—the committee approved this request. The faculty APPROVED the Altman exception to allow these students to use AP credit for the Math and Natural Science requirement.
- Dr. Robert Connor of English for Academic and Professional Purposes (EAPP, formerly ESL) explained that he is requesting a one-credit S/U course to benefit non-credit students that enroll specifically in the EAPP program. Some are graduate students, some are not associated with Tulane University, and some are undergraduates. The primary motivation to offer one credit is to be able to track their hours from an immigration perspective. This course is similar to previously approved courses e.g. CESL 1000. This motion was APPROVED.

b. Committee on Academic Requirements

Committee chair Mark Vail gave the following report: CAR is responsible for hearing and judging petitions for exceptions in academic requirements such as

- Changing the grading option after the deadline
- Changing the terms of a course after the deadline
- Withdrawals and partial withdrawals after the deadlines
- Determining whether and how to transfer credit for interdisciplinary courses that do not have a clear connection to an academic department at Tulane
- The committee met in February 2018 to hear petitions that had accumulated and heard 15 medical petitions. The criteria for judgement were threefold: 1- make sure the faculty in the relevant courses had been consulted, and the students were able to be engaged in the course. 2- students went through the proper channels with the student health center. 3- petition was submitted in a timely fashion to the committee.

All 15 petitions heard satisfied these requirements and were approved unanimously by the committee.

c. Study Abroad Committee

Committee chair Susann Lusnia reported on the latest Study Abroad enrollment numbers: 335 students studied abroad in Fall 2017, 106 in Spring 2018, 21 on full-year programs for 2017-18; 89 attending OSA summer study abroad programs in 2017 and 107 in summer 2018; projections for Fall 2018 are 454 so numbers are up

More of our students are opting for non-traditional locations, which we are happy about: Jordan, Botswana, etc.

Policy changes:

1. The committee approved a formal process to review appeals from students with lower than a 3.0 who wish to study abroad.
2. The committee approved a change in the requirement that students take at least one course in the language of the host country. Instead, students will now be strongly encouraged to take one course in the language OR on the culture of the host country. This came largely from issues some of our partner universities experienced in accommodating our requirement—with some programs it became an unenforceable policy. Prof. Dangler expressed concern that students will miss out on an essential element of the study abroad experience. CGE director Dr. Scott Pentzer understands this concern but believes there is still value to studying abroad without a language immersion experience—these are different types of study abroad experiences but both

can be very valuable for students. Many of our partner programs incorporate study in the host language into their curriculum requirements.

d. Committee on Major Advising

Committee chair Mark Vail began with a reminder that this committee came out of the Undergraduate Experience Task Force recommendations.

- i. The Committee met in February and is in the process of drafting a handbook for major advisors across disciplines. The aim of the handbook is to provide general guidelines and better resources, and to clearly outline the major advisor's responsibilities. The aim is also to facilitate the coordination between major advisors in departments and academic advising in the Advising Center which will result in a more satisfying experience for students in the Advising Center. This draft is expected to be completed by the fall.
- ii. The second focus of the Committee's recent work in February was to facilitate better coordination between Major Advisors in departments and the Academic Advising Center.
- iii. The Major Advising Committee is also looking into introducing various software platforms, to have more coherent and consistent sets of student records which will be easily accessible by Major Advising in departments and Academic Advising in the Advising Center. The idea of using Salesforce was discussed further; some expressed concerns about licensing and costs. Our understanding is that Tulane IT is in negotiations with Salesforce for a campuswide license, and at that point management of Salesforce would move from the AAC to IT.
- iv. Major Advisor Awards: Mark concluded with an announcement that three awards for outstanding major advisors will be given out in the Newcomb Tulane College Awards Ceremony in May, with generous support from Dean MacLaren. This year nominations were solicited directly from students, but next year we will also reach out to chairs and directors.

Further discussion from faculty underscored the potential value of this committee's work for faculty members serving as major advisors.

e. Committee on Honors

Honors Program Director Charlotte Maheu Vail presented this section on behalf of the Committee Chair, Laura Schrader. The Committee on Honors met this week and Charlotte provided them with some updates on the current structure and mission of the Honors program. One initiative this year involved fostering communities within Honors (e.g. Wall, Weatherhead, thesis writers) through programming and activities. Another initiative involved highlighting the work of Honors students and faculty through the newsletter. Honors also worked on coordinating more effectively with the Office of Admission on Honors Weekends and other recruiting events; Admission was receptive to input from Honors on the kind of content to include in these events. Honors is also interested in

revamping the Dean's Honor Scholarship application and selection process (which is currently totally controlled by Admission), and Charlotte hopes the committee can help with this process.

While NTC and Honors agree with Keeling & Associates' recommendation that only 10% of the class should be admitted to Honors and that the Honors Program should have input into the selection process, NTC and Honors strongly disagreed with K&A's assertion that faculty are not very engaged with the Honors program. Charlotte compiled data demonstrating the high level of faculty involvement with Honors and shared this with K&A after their initial presentation.

Honors is very pleased to be presenting the first Honors Thesis Forum this spring to showcase the work of our student thesis writers. Faculty are strongly encouraged to attend. First-year honors students are being required to attend so they can have a better understanding of what the thesis entails.

IV. Election of NTC faculty secretary for 2018-20

Following Dean MacLaren's recent email request for nominations, two nominees were submitted: Scott Oldenberg and Michelle Kohler, both from the English department. Additional nominees may still be submitted. An electronic ballot will be circulated, provided the nominees accept the nomination.

V. Update on implementation of new gen ed curriculum

Dean MacLaren noted that there is an adequate number of seats available for students coming in with the new criteria. Nevertheless, Dean MacLaren would like to add to the portfolio of Race and Inclusion classes. The Dean encourages faculty to bring forward more courses to fulfill this requirement, as well as for the first tier writing requirement.

VI. NASCE Student Survey for CPS Review

On the request of the NTC faculty, NTC has engaged a consulting team to review our public service requirement. A survey was recently sent out to students and faculty encouraging them to share their perceptions of their public service experience. Dean MacLaren urged faculty to complete the survey so we will have good data and good response rates.

VII. Other business

- Orientation: Dean MacLaren gave an overview of the previous Orientation model which held nine on-campus sessions in June followed by an intense 3-day experience prior to the start of classes in the fall. This model put a percentage of students at a disadvantage if they didn't have the resources to attend the June orientation in person. The new model still includes June sessions, but these will be focused purely on academics and there will be an opportunity for a virtual orientation experience that will mimic the experience on campus as closely as possible.

- Greater involvement from faculty during Orientation: Thirty faculty members have signed up to meet with students at roundtables during the new June sessions, and to be more engaged with students throughout their four years.
- Orientation in the Fall semester will take place over five days rather than three, which allows for more content including school open houses and showcasing additional academic units and resources.

Dean MacLaren concluded the meeting with special thanks and appreciation to the Assistant and Associate Deans of Newcomb-Tulane College.

The meeting was adjourned at 4:14 p.m.

APPENDIX

Faculty in attendance

First Name	Last Name	School
Elizabeth	Abboud	SSE
Michele	Adams	SLA
Julie	Alvarez	SSE
Shannon	Blady	TPCP/NTC
Mary	Blue	SLA
Michael	Brumbaugh	SLA
Amy	Chaffee	SLA
Mary	Clark	SLA
Robert	Connor	NTC
Jean	Dangler	SLA
Clare	Daniel	NCI
Roxanne	Davila	SLA
Allison	Emmerson	SLA
Lisa	Fauci	SSE
Amy	George	SLA
Carole	Haber	SLA
Julie	Henriquez Aldana	NCI
Michael	Hogg	Business
Trenton	Holliday	SLA
Victor	Holtcamp	SLA
Lev	Kaplan	SSE
Casey	Love	SLA
Megan	Loveless	SLA
Susann	Lusnia	SLA
James	MacLaren	SSE/NTC
Andrew	Martinez	SSE/NTC
Adam	McKeown	SLA
Liz	McMahon	SLA
Jenny	Mercein	SLA
Mallory	Monaco Caterine	SLA
Laurie	O'Brien	SSE
Emilia	Oddo	SLA
Amy	Pfrimmer	SLA
John Ray	Proctor	SLA
Chris	Rodning	SLA

Janet	Ruscher	SSE
Marty	Sachs	SLA
Kim	Sherman	SSE
Michael	Syrimis	SLA
Ryder	Thornton	SLA
Ian	Townley	SSE
Molly	Travis	SLA/NTC
Allison	Truitt	SLA
Mark	Vail	SLA
Richard	Velkley	SLA
Fred	Wietfeldt	SSE
Carrie	Wyland	SSE