

**TO: The Faculty Senate**  
**FROM: Harold W. Baillie, Ph.D.**  
**Provost and Vice President for Academic Affairs**  
**DATE: May 8, 2012**  
**SUBJECT: Provost's Report for May Report**

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**Board of Trustees:**

The Board met last week and approved the *Faculty Handbook* language regarding 5.5.C Normal Teaching Load, 6.0.F.3 Faculty Specialists, and 12.1 Application for Sabbatical (cf. **Appendix I**). The Board also approved the BS/MBA Degree in Operations Management.

**Administrative Search:**

The Review Committee for the Office of Multicultural Affairs Director position is brought four candidates to campus this week. Each candidate was asked to give a presentation on how they envision diversity and multiculturalism (through programs, events and services) at a Jesuit Catholic University.

**Faculty Searches:**

Various departments are still in the midst of faculty searches. We have currently filled six positions. The new hires are listed below:

Jessica Barber	Lecturer	Psychology
Jeremy Brees	Assistant Professor	Management/Marketing
Scott Breloff	Assistant Professor	Exercise Science
Michael Fennie, Ph.D.	Assistant Professor	Chemistry
Jason Graham	Instructor	Mathematics
Michael Ross, DHSc.	Assistant Professor	Physical Therapy

**Admissions Report:**

***Undergraduate***

As of May 8, 2012 we have 1, 017 deposits; we are expecting 1, 040 deposits. With the summer melt we expect the freshman class to will come in between 950 and 960.

The total number of confirmed students is up from last year (331 in 2012 vs. 307 in 2011). Our freshman enrollment target for 2012 is 970 (+/- 10 students). If our freshman confirmations track similarly to the past two years, we are optimistic that we will meet our enrollment target.

- Freshman applications have increased for fall 2012 by 4.2% (9,607 in 2012 vs. 8,975 in 2011).

- Academic quality of accepted freshman students remains strong. The average SAT is 1148 and the average GPA of our accepted students is 3.44.
- The acceptance rate for fall 2012 is down 3.7% ( 68.5 2012 vs. 72.2% 2011)
- Visitors to campus are up 4.2%% (4,188 in 2012 vs. 4,019 in 2011)
- Preview Day was very successful with over 732 families attending.
- Attendance at our yield receptions:

	2012	2011	2010	2009	2008
○ Long Island	80	91	86	91	61
○ New Jersey	79	93	68	86	72
○ Westchester	30	31	43	40	20
○ Connecticut	21	36	21	-	-
○ Philadelphia	56	35	40	55	37
○ MD/VA	17	14	-	-	-
○ Boston, MA	19	18	-	-	-

### **On-ground Graduate Admissions**

The following report reflects activity for on-ground graduate admissions for fall 2011:

- DPT applications are down 14% (601 in 2012 vs. 699 in 2011).
- DPT total confirmations are at 38 and we are in the process of working the wait list and should reach target within the next week. (Goal for 2012 is 42 students).
- Fall 2011 on-ground graduate applications are up slightly over last year (734 in 2012 vs. 726 in 2011).
- Fall 2011 on-ground graduate acceptance are even with last year.
- Fall 2011 on-ground graduate confirmations are down from last year (40 2012 vs. 43 2011)
- Health Administration applications are up 20% (102 in 2012 vs. 85 in 2011).

### **Fulbright Scholars:**

This year we have a total of seven Fulbright finalists. Finalists have won their competition in the United States and their names have been submitted to the countries in which they hope to study. Three have been accepted by their host country and has been named an alternate:

Join me in congratulating

- Ellen Coyne, a fourth year Elementary Education/Early Childhood Education major, has been awarded a Fulbright Teaching Assistantship to South Korea;
- Kathleen Lavelle, a fourth year double major in Biochemistry, Cell, Molecular Biology and Hispanic Studies has been awarded a Fulbright Teaching Assistantship to Spain; and,
- Anna DiColli, majored in Neuroscience who has been awarded a Fulbright to conduct research on public health policy and immigrants.

Our last National Finalist, Nicole Linko, heard that she has been named as an alternate to Estonia. It is unlikely that we will hear anything new on her status before June.

The application cycle for next year officially starts on May 1<sup>st</sup>. Four public information sessions for students have been planned and will be announce in Royal New, e-mail, etc. in the next two weeks.

A special thanks to Dr. Susan Trussler, Director of Fulbright Scholarships, and the students' recommenders, for a great job in supporting all our candidates.

### **Sustainability Workshop:**

Drs. Sharon Meagher and Michael Cann will be facilitating the seventh sustainability workshop on May 24<sup>th</sup> and 25<sup>h</sup> and June 8<sup>th</sup>. The workshop explores how we can meaningfully integrate the broadly defined

issues of sustainability into our classrooms. Over the last five years 66 faculty have participated and completed the workshop.

**Curriculum Approvals:**

<b>New Course:</b>	<b>Date Posted</b>
ARTH 310: Heaven, Hell, Apocalypse	2/24/12
ENLT 124: The Art of Fiction	2/16/12
ENLT 265J: The American Literary Experience	10/14/12
HIST 110X: The Jesuits & American History to 1877	2/24/12
ENTR 100X: Entrepreneurship	1/31/12
INTD 314: Woman Making History in Pennsylvania	2/27/12
MGT 476: Sports Facilities Management	2/14/12
ENLT 131X Living Magnificently	3/19/12
ARTH 312: Jesuit Spirituality & Art	2/28/12

**Course Change:**

NURS 510: Advanced Pathophysiology	2/15/12
NURS 517: Pharmacology and Nurse Administered Anesthesia I	2/15/12
NURS 518: Pharmacology and Nurse Administered Anesthesia II	2/15/12
EXSC 229: Applied Anatomy & Kinesiology	2/24/12
EXSC 360: Essentials of Strength Training/Conditioning	2/24/12
ENLT 229: The Cross-Cultural Novella	2/28/12
S/CJ 220: Penology to American Corrections	2/27/12
Accounting Level II Certificate	2/23/12
EXSC 212: Nutrition in Exercise & Sport	2/24/12
EXSC 313: Biomechanics of Sport & Exercise	2/24/12

**Program Change:**

SJLA Honors Program Revisions	2/16/12
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**New Program:**

MS/MBA in OIM	3/31/11
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**Thank You**

I would like to extend my appreciation to all of you for serving on the Faculty Senate this past year. It has been a good and productive year, one that involves a fair amount of commitment and work. I would like to thank Jerry Biberman for his service as President and all of his executive committee for the great work he, and they, have done. I note the work of Christie Karpiak and Ben Bishop and the curriculum committee for vigilantly staying on top of an enormous workload.

**Issues for Next Year (randomly and incompletely cited) (oddly similar to last year)**

- Freshman Seminar and General Curriculum Requirements
- Responsibility for interdisciplinary courses and programs
- Learning Outcomes Assessment

[In the proposed revisions, deletions are crossed out; additions are in bold.]

### **Handbook Section 5.5.C – Normal Teaching Load**

**Current language:**

C. No faculty member will be required to have more than three preparations in a semester, nor should anyone be required to teach more than two new courses in any semester after the first year of teaching. This limitation can be expanded by one course if the faculty member is teaching an overload course for the semester.

**Proposed revision:**

C. No faculty member will be required to ~~have prepare~~ **more than three preparations distinct three-credit or four-credit courses** in a semester, nor should anyone be required to teach more than two new **three-credit or four-credit** courses in any semester after the first year of teaching. **Within this context, two distinct one-credit courses will be considered the equivalent of one three-credit course.** ~~This limitation~~ **These limitations** can be expanded by one course if the faculty member is teaching an overload course for the semester.

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### **Evaluation of Faculty Specialists - Section 6.0.F.3**

**Current language:**

Annual written performance evaluations, and the standards upon which they are based, are prepared by the department chair or program director, and forwarded to the home Dean. The report will summarize the candidate's strengths and accomplishments in the current position and identify areas for performance improvement. Faculty Specialists will receive salary increases in accordance with FAC contract guidelines for persons classified as faculty.

**Proposed revision (changes from lecturer's evaluation language noted):**

Annual written performance evaluations, and the standards upon which they are based, are prepared by the department chair or program director, and forwarded to the ~~home~~ appropriate dean(s). ~~The report will summarize the candidate's strengths and accomplishments in the current position and identify areas for performance improvement. During the second and fourth~~

~~semesters of the lecturer's appointment,~~ By March 15, the lecturer's Faculty Specialist's department will complete and send to the appropriate dean(s) a written evaluation of the ~~lecturer's~~ Faculty Specialist's teaching and service. This evaluation may also touch upon the lecturer's Faculty Specialist's scholarship ~~and service~~, if relevant, but an evaluation of teaching and service alone is sufficient. ~~The evaluation letter is due on November 1, if the evaluation occurs in the fall semester, or on April 1, if the evaluation occurs in the spring semester.~~ The ~~lecturer~~ Faculty Specialist may choose, at his or her discretion, to submit a self-report no later than two weeks before the deadline for the department's evaluation, but this self-report is not required. If the ~~lecturer~~ Faculty Specialist chooses to submit a self-report, the ~~lecturer~~ Faculty Specialist will be evaluated by the tenured members of the department as a group.

In the event that the ~~lecturer~~ Faculty Specialist chooses not to submit a self-report, the tenured members of the ~~lecturer's~~ Faculty Specialist's department will vote annually to determine whether the ~~lecturer~~ Faculty Specialist will be evaluated by the tenured members as a group, or whether primary responsibility for the task will be delegated to the chair. If the tenured members of the department vote to delegate the primary responsibility to the chair, the chair may, at his or her discretion, seek input from tenured members of the ~~lecturer's~~ Faculty Specialist's department, but the chair must also consider any unsolicited comments submitted in writing from tenured members of the department. The evaluation of teaching must be based on at least one classroom observation, preferably by the chair, but the chair may delegate this duty to a tenured member of the department. However, the chair him- or herself must prepare and sign the actual evaluation.

If the ~~lecturer~~ Faculty Specialist submits a self-report, or if the tenured members of the department vote to evaluate the ~~lecturer~~ Faculty Specialist as a group, they will also vote to designate an author for the evaluation letter. This letter will summarize the discussion of the ~~lecturer's~~ Faculty Specialist's teaching and service (and scholarship ~~and/or service~~, if relevant) at a meeting held expressly for that purpose. Faculty members are encouraged to observe the ~~lecturer's~~ Faculty Specialist's teaching before participating in such a discussion.

According to the same deadlines, the department will provide a copy of its evaluation to the ~~lecturer~~ Faculty Specialist, who will have the right to submit a response to the evaluation to the appropriate dean(s) within two weeks. All materials will be sent by the dean(s) to the Provost /VPAA for review and inclusion in the ~~lecturer's~~ Faculty Specialist's permanent evaluation file. If the ~~lecturer~~ Faculty Specialist subsequently applies for another faculty position at the University, such evaluations will be made available to the members of that position's search committee.

Faculty Specialists will receive salary increases in accordance with FAC contract guidelines for persons classified as faculty.

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## **Sabbatical Notification**

### **12.1 Application for Sabbatical**

#### **Current language:**

By September 15 of the year prior to the contract year in which the faculty member wishes to be on sabbatical leave, he/she must submit to the department chair and Dean an application for sabbatical leave. The application will outline the sabbatical project. (Application forms are available from the Office of Research Services.)

The Faculty Research Committee will begin review of applications for sabbaticals at their September meeting. The faculty member will be informed of the decision by the end of that fall semester.

#### **Proposed language (addition in bold):**

By September 15 of the year prior to the contract year in which the faculty member wishes to be on sabbatical leave, he/she must submit to the department chair and Dean an application for sabbatical leave. The application will outline the sabbatical project. (Application forms are available from the Office of Research Services.)

The Faculty Research Committee will begin review of applications for sabbaticals at their September meeting. The faculty member, **along with the faculty member's dean(s) and chairperson(s)**, will be informed of the decision by the end of that fall semester.