

**THE MEETING MINUTES OF THE COLLEGE COUNCIL  
COLLEGE OF ARTS AND LETTERS  
Tuesday, November 11, 2014  
McKenna Hall Auditorium**

**ATTENDANCE**

Deans: *Dean:* John McGreevy; *Associate Deans:* JoAnn DellaNeva, Margaret Meserve, Mark Schurr;  
*Assistant Deans:* Collin Meissner, Ava Preacher, Nick Russo, Joseph Stanfiel, Vicki Toumayan

Chairpersons and Directors: Matthew Ashley, Jim Collins, Richard Cross, Steve Fallon, David Gasperetti, Richard Gray, Brian Krostenko, Daniel Lapsley, Rory McVeigh, Peter McQuillan, Thomas Merluzzi, Hugh Page, Robert Schmuhl, Yongping Zhu

Elected Faculty: Catherine Bolton, Noreen Deane-Moran, Denise Della Rossa, Sabrina Ferri, Robert Goulding, Encarnacion Juarez, Louis MacKenzie, Tara MacLeod, Laura Miller, Vittorio Montemaggi, Marisel Moreno, Tzvi Novick, Brian O'Conchubhair, Abbey Palko, Catherine Perry, Alison Rice, Carmen Tellez, Julianne Turner, Hannelore Weber, Henry Weinfield, Shauna Williams, Michelle Wirth

Graduate Student Representative: Kristin Drahos

Regularly Invited Guests, Observers, and Resource People: Robert Becht (Dean's Office), Marie Blakey (Provost's Office), Matthew Capdevielle (University Writing Center), Maria Di Pasquale (Academic Advancement), Kate Garry (Dean's Office), Kathleen Opel (Office of International Studies), Matt Zyniewicz (Dean's Office)

Excused: Alessia Blad, William Carbonaro, William Evans, Patrick Griffin, Christopher Hamlin, Peter Holland, Darcia Narvaez, Sebastian Rosato, Jason Ruiz, Peter Smith, Thomas Stapleford

Guest: Robert Norton (Notre Dame International)

Dean John McGreevy convened the meeting at 3:30 pm.

**APPROVAL OF MINUTES**

The minutes from the September 24, 2014 College Council meeting were approved.

## COLLEGE BUSINESS

### Notre Dame International

J. McGreevy briefly introduced Robert Norton, Associate Vice President for Internationalization in Notre Dame International and Professor of German. R. Norton provided an update and a chance for faculty to ask questions about various initiatives of Notre Dame International (NDI). R. Norton stated that NDI is committed to communicating often with the major academic units on campus. To that end, he reported that there have been many changes to NDI over the past year, including staff, infrastructure, and initiatives. He highlighted a few of those changes.

- NDI hired a new director of communications, Amanda Skofstad in August 2014. She is currently developing a general communications strategy for NDI.
- NDI created a new application portal.
- Global Collaboration Initiative Grant program was a success, providing nine grants of \$20,000, out of 27 total applications. NDI initially budgeted for five grants, but the applications were so impressive this year that NDI found additional funds for four more grants. The Andrónico Luksic Grants Program that encourages the Notre Dame community to find new ways to collaborate with colleagues from the Pontifical Catholic University of Chile (PUC) was also very successful.
- Rome—Ted Cachey was appointed the inaugural academic director of the Rome Global Gateway. He has been establishing various program and outreach efforts, forming partnerships throughout Rome and Europe. He has established short-term fellowship opportunities for graduate students and faculty members. A week to a month duration, and range from \$2500-\$5000. Applications are accepted on a rolling basis.
- Tantur—NDI appointed the program's first academic director, Robert Smith, for the Tantur Ecumenical Institute near Jerusalem. He is a Lutheran minister, as is his spouse. The spring 2015 program will take place as planned.
- London—Warren von Eschenbach continues as the director of the London Global Gateway.
- Global Gateways—A. Skofstad has developed some brochures to help market the six Global Gateways opportunities.
- Risk Management and Mobility Services Program Coordinator—NDI developed a new position—Risk Management and Mobility Services Program Coordinator (Susan Soisson)—who offers information and ongoing training to students, faculty, and staff to mitigate the risk and maximize the benefits of traveling, studying, and living abroad.
- Study Abroad opportunities—NDI manages about 40 study abroad programs and hopes to increase that number to 160.
- Keough School of Global Affairs is very much a part of the international efforts at Notre Dame. International institutes which were formally under the umbrella of NDI have moved over to the

School, which is a major change for the composition of the NDI office.

- Africa—Next year R. Norton will attempt to coordinate and/or consolidate efforts in Africa so that Notre Dame has a better sense of what faculty, staff and students are doing in Africa, and where they are pursuing their activities.

R. Norton entertained some questions from the Council members.

J. McGreevy asked why NDI wants to increase the number of study abroad opportunities from 40 to 160. R. Norton responded that Notre Dame has been distinguished by the large number of “owned” programs or programs that Notre Dame principally facilitates. And the reason why NDI wants to expand the number of opportunities is because there is demand for them. Further, expansion is a response to changing student interests and needs. 4% of students study abroad for a year, and increasingly semester-long programs are diminishing, as fewer and fewer students do not wish to study abroad for long periods of time. NDI needs to respond to students who can only go on study abroad opportunities for a summer, part of a summer, or even between semesters. Further, Notre Dame does not have programs in many significant countries. For example, Notre Dame does not have a Danish program in Scandanavia (Copenhagen) at the moment. NDI wants to explore such options.

Marie Blakey wondered what is the difference between Tantur Ecumenical Institute and the Global Gateway. Tantur hosts the study abroad program, but also provides opportunities for scholars to hosts conferences or to engage in other scholarly activities in the area. NDI hopes to create a unified logistical management framework at Tantur where the academic director and the other staff work seamlessly together.

Henry Weinfield (Program of Liberal Studies) stated that Notre Dame is looking to have more study abroad opportunities in China, but there has not been much discussion about the political and religious issues that arise with such opportunities. R. Norton agrees that such study opportunities in China should be rigorously debated, and encouraged the Council members to comment on Nick Entrikin’s white paper about China, circulated earlier in the semester. The white paper is about the possibility of forming a joint enterprise with Zhejiang University. R. Norton emphasized that now is the time to express thoughts or concerns about such partnerships, and that there have not been any decisions made. R. Norton underscored the fact that the matter is truly under discussion.

J. McGreevy thanked R. Norton for addressing the College Council.

### **Emeritus Office Space**

J. McGreevy asked Associate Dean Margaret Meserve to introduce the topic regarding emeriti office space in the College. M. Meserve introduced a proposal that the Faculty Affairs sub-committee generated concerning office space for emeriti faculty on campus. The question is: How to allocate office space for retired or retiring faculty with the rank of emeritus. The problem has been brewing without resolution for a couple of years. Space on campus has become tightly constrained. A proposal was presented recently to College Council but was returned to the Dean’s Office for further consideration. The problem in some ways is a temporary one, at least for the next three years. While the College currently has limited office space in Decio and Malloy Halls, with the construction of the new social science building and the campus crossroads project, some of the pressure to provide office space will ease. The College has petitioned for more space from the University, and that petition did not meet with any success. The College has a pod of about 14 offices in Flanner Hall for about 24-28 emeriti faculty.

Currently the College has 21 faculty in those offices. Two to four spaces might open up by the end of the academic year. Yet there are 8 faculty who have signaled their intention to retire at the end of the academic year. It is most likely that not all of the 8 retiring faculty will request office space. In 2016 there are 11 faculty who have signaled that they intend to retire at the end of the 2015-2016 academic year. In an ideal world, not everyone will request space and there may not be a shortage of office space, requiring difficult choices about who will receive office space on campus.

The Faculty Affairs subcommittee, however, drafted a set of criteria in case there becomes a shortage of emeriti faculty office space on campus. The subcommittee drafted a fairly broad set of eligibility requirements for endowed, full, and associate professors retiring at those ranks, as well as full and associate professional specialists. The criteria include research projects and/or teaching activity. The plan is to have emeriti faculty complete forms every year about their future or ongoing research and teaching if they request office space. The forms provide the emeriti faculty with a way to communicate why they need such space. The emeriti faculty would complete the forms each spring and submit them to the Dean's Office. The Dean's Office, in turn, will solicit input from the respective chairpersons. The emeritus faculty would not have to approach his or her chairperson for a signature. Members of the Faculty Affairs committee joined with the two emeriti faculty serving on faculty senate would then consider the applications and make decisions in view of how much space is available for emeriti faculty. There will be one "open" office in Flanner Hall so that emeriti faculty can use it on a first-come, first-served basis each day. There will be several desks, computers and phones in the open office to attempt to accommodate as many of them as possible.

There is another proposal that Prof. Phil Sloan circulated among faculty. It concerns the status of emeriti faculty in the University and proposes a new rank for them. The Faculty Affairs subcommittee considered the proposal, and noted that it anticipates a change in the Academic Articles. It did not seem within the remit of the College subcommittee to think about the content of the proposal. The subcommittee did not reject the proposal, but simply observed that it does not have the authority to act on the proposal.

Steve Fallon (Chairperson, Department of English) asked if emeriti faculty have access to research and travel funds. J. McGreevy responded that the College does not typically add funds to research accounts of emeritus faculty. There have been a couple of special requests for such funds. He also noted that emeriti faculty can keep the money that is in their respective research accounts at the time of retirement.

H. Weinfield applauded the work of the subcommittee for making the process as easy and as straightforward as possible for emeriti faculty.

J. McGreevy asked for a vote on the proposal submitted by the Faculty Affairs subcommittee about the process for application for and decisions about emeriti faculty office space on campus. The vote is independent of P. Sloan's proposal which is more complex and will require much broader University discussion. This proposal is simply to figure out how to allocate the office space that the College has.

M. Meserve stated that it is in the remit of the College Council to campaign for more office space from the University. The Council may wish to make recommendations about keeping the fifth floor of Flanner Hall for such office space, or even expanding into other space in Flanner Hall.

The proposal was unanimously approved.

**College Council Sub-committee work**

College Council members spent the remainder of the meeting time in sub-committees.

**ADJOURNMENT**

J. McGreevy adjourned the plenary meeting at 4:05 pm.

Respectfully submitted,

Matthew C. Zyniewicz  
Dean's Executive Administrator