

Liberal Arts Council
August 16, 2013

Location: Innovation Pointe

Present: M. Aakhus, T. Bordelon, M. Dixon, J. deJong, R. Priest, J. Hardgrave, S. Rode, R. Gennaro, MT Hallock Morris, E. Wasserman, S. Spencer, W. Rinks, I. Phillips, C. York, B. Christie, and P. Moore.

Absent: S. Hall

The meeting started at 8:35 a.m.

I. Approval of Minutes

The minutes of April 16, 23, and 30, 2013 were approved unanimously.

II. Strategic Plan Update

T. Bordelon initiated a discussion of the College of Liberal Arts' Strategic Plan and he provided chairs with a report of the results of the faculty survey of the Strategic Plan that was administered at the end of the spring 2013 semester. He reiterated that we are committed to keeping the Strategic Plan an evolving document that will change over time. He called for the creation of a College Assessment Council that the Assessment Director would convene. He proposed that this committee would examine the comments submitted through the faculty survey and determine whether or not any changes to the plan should be recommended to the Liberal Arts Council. He requested that each chair submit to him the name of a faculty member who is willing to serve on the College Assessment Council. M. Aakhus added that he is still working on the appointment of a Director of Assessment.

III. Budget and New Faculty Lines

M. Aakhus reported to chairs that a decline in enrollment has impacted adversely the University's ability to move forward with funding new faculty lines. The decline in enrollment, he added, has come as a surprise, and the reasons for it will need to be considered.

IV. Summer Enrollment and Scheduling for Summer 2014

M. Aakhus asked chairs to plan scheduling of summer 2014 courses strategically, considering some of the strategies the Romain College of Business employed for summer 2013. Its summer enrollment increased due to the offering of more distance education courses as well as scheduling courses on fewer than five days a week. Chair should attempt to use these models when planning their departments' summer 2014 schedules.

V. Liberal Arts Distinguished Visiting Scholar

M. Aakhus asked chairs if they believed it was still worthwhile moving forward with the proposed Liberal Arts Distinguished Visiting Scholar program as proposed in the previous

year. He welcomed alternative suggestions that might make the program more beneficial to departments and more appealing to potential visiting scholars. Several chairs again expressed the belief that it might prove difficult to attract a distinguished scholar and suggested instead that post-doctorate candidates might be more reasonable targets. Others noted that a department would benefit from the program only once every twelve years, and a more balanced approach to the program might be to use it to support several visiting scholars annually. They could offer shorter workshops or master teacher classes that would benefit many of our college's students each year. M. Aakhus will determine whether or not either of these options are feasible and we shall discuss it further at a later meeting.

VI. Liberal Arts Advising Center

M. Aakhus informed chairs that the Liberal Arts Advising Center as well as the search for its director remain on hold. He and M. Dixon will meet soon with S. Blunt and M. Broshears to discuss advising within the College of Liberal Arts. We are attempting to acquire additional resources to assist the college with advising until a final decision is made concerning the Liberal Arts Advising Center. M. Aakhus requested that chairs let him know if they have any ideas about how best to move forward. MT Hallock Morris suggested that a couple of Liberal Arts graduate students be trained as advisors, as they could easily assist the college with advising.

VII. Clinical Track/Contract Faculty Promotion

I. Phillips reported to chairs that Social Work has explored the possibility of hiring a new faculty member at the rank of clinical track assistant professor, using the College of Nursing and Health Professions proposal in a slightly modified form. M. Aakhus stated that the Provost has requested that the College of Liberal Arts examine the use of clinical track faculty within the college. He stated also that he would like to be able to promote contract faculty, in the same manner that clinical track faculty can be promoted, but that the Handbook currently does not allow this to be done. I. Phillips stated further that Social Work recognizes a terminal masters degree for practice and that hiring at the rank of clinical track assistant professor represents the most effective way to attract qualified candidates. Several chairs expressed some concerns with the proposal, noting that if the criteria for promoting clinical track faculty were largely identical to those by which tenure-track faculty are promoted then why would these faculty not want tenure as well. M. Aakhus will meet with MT Hallock Morris and S. Spencer to discuss the issues related to clinical track and contract faculty promotion and what can be done to resolve the concerns that have been expressed.

VIII. Carnegie Re-Classification

M. Dixon reported that the University of Southern Indiana will submit an application for re-classification as a Carnegie community-engaged designation university. He has been working with K. Draughn to submit the needed information from the College of Liberal Arts. He informed chairs that he would distribute a list of several questions pertaining to the re-

classification process and he asked that chairs consult with their faculty and submit to him any information that will be useful for this process.

IX. Academic Misconduct

M. Aakhus updated chairs on the increase in both the number and complexity of academic misconduct cases that occurred last year. One issue pertains to the discrepancies in penalties assigned by faculty for alleged transgressions. He wants a college-level committee to be established to investigate current practices and to recommend a faculty generated set of criteria for dealing with cases of academic misconduct. M. Dixon will consult with each chair to identify a faculty member from each department to serve on this committee that will make a recommendation to the Liberal Arts Council.

X. Liberal Arts Honors Day Awards

M. Dixon announced that the Liberal Arts Honors Day ceremony will take place on March 18, 2014.

The Honors Awards Committee for 2013-2014 will consist of J. deJong, J. Hardgrave, and R. Gennaro.

M. Dixon also distributed a spreadsheet with the relevant information pertaining to the college-wide and university-wide awards that are given on Honors Day. He requested that chairs please inform him of any changes or additions that need to be made to the document.

XI. Liberal Arts Adjunct Handbook

T. Bordelon initiated a discussion of the much-outdated Liberal Arts Adjunct Handbook and asked chairs if they felt this should be updated for our new adjuncts. I. Phillips noted that until recently there was an adjunct handbook available on the Academic Affairs web site but that this has been removed so that it can be updated. S. Rode suggested that individual departments supplement the university adjunct handbook as necessary with information specific to their departments. I. Phillips also reminded chairs that she will offer adjunct orientation sessions on Wednesday August 21 at 1:00 p.m. and Thursday August 22 at 5:30 p.m. in the Social Work Lab and that all Liberal Arts adjunct faculty are invited to attend.

XII. Liberal Arts Mentoring Program

M. Dixon and T. Bordelon reported on the results received from the surveys completed by mentors and mentees at the end of the 2012-2013 academic year. Overall the feedback has been positive, but has led us to propose the following changes to the program as it was revised in summer 2012. New tenure-track faculty will be given the choice to continue working with a mentor in their second year, and they will be offered the opportunity to request a new mentor. New one-year contract faculty will be mentored within their home departments and new faculty on renewable contracts will continue to be assigned a mentor. Additionally, they announced that plans were in place to continue hosting a tenure and promotion panel in the spring 2014 semester and to add a panel on internal funding and development opportunities for new and junior faculty in the fall 2013 semester.

XIII. Liberal Arts Committee Assignments, 2013-2014

Curriculum Petition Review Committee: S. Spencer, I. Phillips, and E. Wasserman

College Curriculum Committee Chair: W. Rinks

M. Dixon also informed chairs that there are two open seats on the LARA Committee and one on the CLAFDA committee. He requested that chairs send to him the names of faculty willing to serve on either committee.

XIV. Open Items from Chairs

J. Hardgrave asked if the College of Liberal Arts has a policy that addresses faculty receiving gifts from students. M. Aakhus replied that no policy exists. W. Rinks agrees that there should be some policy developed.

R. Gennaro asked for clarification of deadlines for the submission of tenure, promotion, and reappointment materials to the Dean's Office. M. Aakhus noted that the University Calendar for Personnel Decisions has been distributed and that he would have a inform chairs of college-specific dates at our next meeting.

I. Phillips initiated a discussion of the First-Year Experience (FYE) course that must be in place by the start of the fall 2014 semester. Specifically she asked chairs whether or not they wished to see it housed in a central location or if it should be administered by the individual college of department. A lively discussion of the FYE followed in which additional questions were raised, including the issue of compensation for faculty teaching a thirteenth hour and clear definition of the course beyond simply the three goals stated within the New University Core Curriculum Implementation Task Force's final report.

XV. Announcements

R. Priest announced that the Anthropology major has been approved by the Commission for Higher Education and that seven students have declared it as a major already.

S. Spencer reported that the Intensive English Program has approximately eighty students enrolled for the fall semester.

M. Dixon announced the schedule for the 2013-2014 College of Liberal Arts lecture series:

Berger Lecture (fall): Department of History

Community of Scholars (fall): Art

Alumni-in-Residence (spring): Psychology

Distinguished Liberal Arts Scholar (spring): Philosophy

He also reminded chairs of registration on August 21 and to inform A. Fortune of those faculty from each department who will be available to advise students.

M. Aakhus announced that our next meeting will be on Tuesday September 3 at 9:00 a.m. in the Liberal Arts conference room.

The meeting was adjourned at 11:50 a.m.