

Liberal Arts Council
September 3, 2013

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

The meeting started at 9:07 a.m.

I. Approval of Minutes

The minutes of August 16, 2013 were approved unanimously.

II. Course Modification Petition

S. Spencer introduced the petition to modify ENG 286: Classical Mythology. The modification will change the existing pre-requisites and broaden the scope of the course. The petition was approved unanimously.

III. Program Modification Petition

S. Spencer introduced the petition to modify the English Teaching Minor. The modifications are necessary on account of the changes to the teaching licensure requirements and will bring it in line with the English Teaching Major requirements that were approved last year. The petition was approved unanimously.

IV. Liberal Arts Calendar for Personnel Decision

M. Aakhus distributed a calendar with the dates by which materials for faculty reappointment, tenure, and promotion must be submitted to him. He asked that chairs review the document and inform him of any errors of omissions.

V. Advising Coordinator/UD Liaison

M. Aakhus reported that he is working on a plan to alleviate the burden upon all within the College of Liberal Arts during new student orientation days. He is considering several ideas, but he asked also that chairs share with him further thoughts on this subject. Additionally, he announced that a University Division advisor will be available to assist with the orientation and registration of incoming freshmen, who place into one or more GENS courses.

VI. Summer 2014 Course Scheduling

M. Aakhus reiterated the need to rethink how we schedule courses for summer 2014. He requested that the college needs to be more strategic in its planning of summer courses and that the addition of distance education sections should be explored.

VII. Liberal Arts Committee Assignments

M. Dixon reminded chairs to submit to him and P. Moore the names and contact information of students who will represent their departments on the Dean's Advisory Council. He also requested that chairs submit to him the names of faculty willing to serve on the CLAFDA Committee and the LARA committee, for which there are one and two vacancies respectively.

VIII. Core 39 and Existing LIBA Courses

W. Rinks initiated a discussion of LIBA 497 courses and what can be done with them once the CORE 39 is implemented in fall 2014. He also distributed a list of all approved LIBA 497 courses that B. West prepared. Several suggested that this might be an opportunity for faculty who teach these courses to revise them as either 200- or 300-level courses. This would require a new course petition as the only existing LIBA course is the 497. W. Rinks asked also whether or not we should retain the LIBA prefix. As these courses are interdisciplinary by nature, they would not necessarily fit within a specific department, and the consensus was to retain the existing designation. W. Rinks will ask B. West to revise the list he created to include the faculty member who last taught each of the approved courses.

IX. Announcements

M. Aakhus announced that effective immediately, departmental administrative assistants will process all paperwork associated with reimbursement to faculty who have incurred expenditures associated with search committee hospitality.

The meeting was adjourned at 10:12 a.m.