

Liberal Arts Council Retreat August 10, 2012

Location: Innovation Pointe

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

The meeting began at 9:00 a.m. and M. Aakhus welcomed new and returning members to the Liberal Arts Council.

Approval of Minutes

The minutes of April 24, 2012 were approved unanimously.

Dean's Announcements

M. Aakhus reminded chairs that the fall College of Liberal Arts meeting is scheduled for Tuesday August 14 at 3:00 p.m., FA 2. Following the meeting, faculty are invited to attend the Theatre Groundbreaking ceremony and reception following it. Convocation for new students is scheduled for Friday August 17 and will begin with a College meeting in the Atrium of the Business and Engineering building at 11:30 a.m. He also announced that T. Bordelon and I. Philips have returned from a recent visit to Little Big Horn College (Crow Agency, Montana), during which preliminary discussions were held to explore the development of a program for its students to complete a BSW at USI.

Personnel Decisions: The College of Liberal Arts will develop a calendar for personnel decisions with internal deadlines. This calendar will be distributed to chairs prior to the first meeting of the Liberal Arts Council on August 28.

Sabbaticals: The College of Liberal Arts has developed a new application for sabbatical leaves (Leave of Absence with Pay). All faculty should use the new application. It has been distributed to the college faculty via e-mail and is available on the college web site. Sabbatical applications are due to M. Aakhus on November 2, 2012.

Search Updates: Departments that will conduct searches this year should have the advertisements posted on PeopleAdmin as soon as possible for approval. Chairs should have a rationale for the position(s) prepared.

Paper-Saving Initiative: M. Aakhus reminded chairs of the College's paper-savings initiative, emphasizing both the money it can potentially save for departments and its environmental impact. Chairs should remind their faculty of the initiative. M. Aakhus also asked chairs to work with A. Fisher if they wish to reallocate money in their copy/paper budget as this will promote transparency. MT Hallock Morris asked how this affected expenses related to the development of program or department brochures. M.

Aakhus replied that the college has funding for a limited number of departments to produce new brochures.

College of Liberal Arts Lecture Series, 2012-2013. The following departments will be responsible for coordinating the college's lecture series this year:

Berger Lecture: English

Community of Scholars: Sociology, Anthropology, and Criminal Justice Studies

Alumni-in-Residence: Political Science and Public Administration

Distinguished LA Scholar Lecture: Performing Arts

International Studies and Social Work have been added to the rotation of departments for these lecture series. An updated schedule of the rotation will be distributed to chairs.

Travel Funds: Faculty traveling to conferences will have \$400 available from their departments and up to \$500 for domestic travel and \$700 for international travel from Academic Affairs. M. Aakhus also announced that the Provost will make money available again for students to travel abroad. He encouraged interested faculty to explore these opportunities.

Liberal Arts Advising Center: LA 1002 will be renovated to become the college's advising center; the project should be completed by fall 2013. Several chairs requested that those in the advising center catalogue and accumulate information concerning students' changes of majors.

Honors Day Changes: B. Christie announced that Honors Day will most likely take place on Wednesday March 20, 2013, 4:30-5:30 p.m. T. Bordelon and B. Christie will work together this year to implement changes to the program on the basis of suggestions made by chairs in spring 2012. Chairs should also send to T. Bordelon the name of one faculty member to represent each department on an ad hoc committee to discuss potential changes to Honors Day. The committee will meet in either September or October.

New Program Updates

M. Aakhus and R. Priest will meet next week with President Bennett concerning the next steps forward with the major in Anthropology.

S. Spencer announced that the M.A. in English will be presented at the Academic Planning Council this fall. He also reported that a Masters in Second Language Acquisition is under development with the departments of English, Modern and Classical Languages, and Education. The program may also include a B.A. certificate.

J. Hardgrave reported that the History Department will discuss this fall whether or not to move forward with the proposed M.A. in History.

The proposed major in Arts and Heritage Administration will be brought before the Academic Planning Council as a minor.

Development of a minor in Music will proceed this year as well.

Liberal Arts Committees (M. Dixon)

Curriculum Petition Review Committee: S. Spencer (chair), I. Phillips, and R. Gennaro will serve for the 2012-2013 academic year.

Honors Day Awards Committee: J. deJong, J. Hardgrave, and E. Wasserman will serve for the 2012-2013 academic year.

College Curriculum Committee Chair: W. Rinks will serve for the 2012-2013 academic year.

CLAFDA Committee: M. Dixon reported that there are two vacancies on this committee and that any interested faculty should contact him.

LARA Committee: As a result of the changes approved by the Liberal Arts Council in spring 2012 LARA applications will be reviewed and adjudicated by a newly formed committee. J. Evey and S. Rode have agreed to serve for one year and M. Dixon requested chairs to send to him the names of three faculty members who are willing to serve a two-year term on this committee.

Dean's Advisory Committee: M. Dixon requested chairs to submit the names of students to represent each department on the Dean's Advisory Council. Meetings will be held on the first Wednesday of each month from noon until 1:00 p.m.

M. Dixon also announced that MT Hallock Morris will take over from M. Kearns as lead faculty advisor for *Amalgam* and that M. Stacer will coordinate the Liberal Arts Faculty Colloquium series beginning this fall.

Additionally, M. Dixon noted that there will be no Interdisciplinary Studies Colloquium in fall 2012. The Colloquium will be held again in fall 2013 and the topic will be "Roads." Interested faculty should contact E. Topper, Interim Director, International Studies.

Liberal Arts Mentoring Program (M. Dixon)

The College's mentoring program has been revised and all full-time faculty in their first and second years have been assigned faculty mentors. First and second-year faculty and their chairs have been contacted about the program and mentors have been assigned.

Additional Items

Liberal Arts Office Hours Policy. Chairs were asked to remind their faculty of the college's policy on office hours and to review the document currently available on the Liberal Arts

web page. The policy will be discussed and revisions will be considered at a future meeting of the Liberal Arts Council.

M. Dixon announced that *LA Story* and a new recruitment brochure for the college will appear in early September. MT Hallock Morris and R. Gennaro requested that notice of the Pre-Law, Legal Studies, and Cognitive Science minors appear in the forthcoming issue of *LA Story*. M. Dixon also reported that we have no date yet for revision of the college's web site. We shall be updating some of its content throughout the semester.

College of Liberal Arts' Strategic Plan: Strategies and Metrics (T. Bordelon)

T. Bordelon reviewed the college's vision and mission statements that the Liberal Arts Council approved in spring 2012 as well as the process for the development of the college's strategic plan. General discussion ensued concerning the one-two year strategies and five-year strategies by which to achieve the college's goals. Further discussion concerned the metrics by which the college will be able to measure the successful implementation of these strategies. T. Bordelon will continue to review data and consult with others as an intermediary step in the process. He reported that we should be in a position this semester to solicit comments from faculty on the strategic plan and develop and assessment plan in spring 2013.

The meeting was adjourned at 3:00 p.m.