

Liberal Arts Council
August 28, 2012

Present: M. Aakhus, T. Bordelon, M. Dixon, J. deJong, S. Spencer, E. Wasserman, 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 9:04 a.m.

I. Approval of Minutes

The minutes of August 10, 2012 were approved unanimously.

II. Distance Learning Compensation for Graduate Programs (T. Bordelon)

T. Bordelon presented a draft compensation policy that is designed to facilitate the development of distance-learning delivery for graduate programs. At this time both the MSW and the MAC are considering such a move. The proposed policy is not for the development of individual graduate courses for online delivery, but for those that will apply toward courses that are part of an online program. T. Bordelon has received some feedback on the proposal already and some additional questions were raised. He will distribute a revised draft this week for final consideration at the next LAC meeting.

III. English Conference Dates (S. Spencer)

The English Department is planning a conference in February 2013 and S. Spencer requested that others let him know of any planned events within the college to avoid scheduling conflicts.

IV. LA Office Hours Policy (MT Hallock Morris)

Discussion of the college's current office hours policy continued. The merits of revising the policy and establishing an accessibility policy were discussed. Additional issues addressed included the feasibility of faculty holding "virtual office hours" and the challenges part-time faculty face when holding office hours. The Dean's office will coordinate the development of a new draft office hours policy for review by the chairs.

V. Summer Responsibilities for those on Nine-Month Contracts (MT Hallock Morris)

MT Hallock Morris initiated a discussion to determine what can be done to protect faculty on nine-month contracts during the summer, namely those who work in their offices and as a result are requested, for example, to advise students because they are present. The chairs' consensus was that faculty in such situations should direct all requests to their chairs.

VI. Open Items

M. Aakhus informed chairs that they should require candidates for open positions to submit unofficial transcripts. If these are included among the materials a candidate submits the process can be expedited.

M. Aakhus also asked chairs to evaluate their space needs and to submit to him a draft of their departmental needs.

MT Hallock Morris expressed concern over a number of reports that Blackboard has not been stable since the start of the semester.

The meeting was adjourned at 10:20 a.m