

Liberal Arts Council Meeting
November 22, 2011

Present: M. Aakhus, T. Bordelon, M. Dixon, E. Wasserman, S. Spencer, S. Rode, R. Gennaro, T. Hunt, MT HallockMorris, R. Priest, W. Rinks, R. Millard-Mendez (for K. Waters).

Absent: I. Phillips.

I. No Minutes

II. Delayed Registration for Fall and Spring Semesters – T. Hunt

T. Hunt expressed concern for knowing when to cancel courses, if necessary. R. Priest suggested that numbers for classes should automatically be provided to department chairs and directors. S. Spencer asked if the university contacts students who have not registered so as to increase retention. M. Aakhus reported that this had been done in the past on a small scale and the practice has not continued. W. Rinks pointed out that this lack of information is a problem for all faculty members. R. Priest shared the success her department has had by not allowing petitions into closed classes. This forces students to use priority registration. C. York suggested that administrative assistants can retrieve student lists using cognos. Chairs should request that their AAs generate a list of students who have not registered for classes. Further discussion ensued regarding the low number of students who respond to requests to submit scholarship and award applications and the number of students who sign up late (or not at all) to meet with A. Fortune for graduation check out.

III. Impact of Reduced Tuition on Summer Course Offerings – T. Hunt

T. Hunt asked if chairs should consider increasing the number of summer courses offered as a result of the recently announced reduction in summer tuition. MT HallockMorris reported that Dr. Bennett spoke to the Faculty Senate about the amount of tuition money that would be lost (\$800,000). At the same meeting, Dr. Bennett also suggested there may not be a budget request process for USI in January 2012. M. Aakhus thinks cost reductions for summer tuition will increase the number of students taking summer courses.

IV. Wait-Lists for Courses

M. Dixon mentioned that a student came to him to petition into a closed class for which there was no list. This opened a lively discussion regarding wait lists, specifically the advantages and disadvantages of utilizing them. S. Spencer has been in discussion with the registrar's office about students on wait lists for multiple sections of the same course or for a specific section of a course when seats remain in other sections. The University has no data concerning these issues. A request for such data will be made from the Registrars' Office. Questions were also asked regarding the number of times a student may withdraw from a class. R. Priest reported that twice this semester advisors from University Division have asked her faculty members to grant exemptions from policy stated in a syllabus. M. Aakhus responded that these requests should be denied, as long as the syllabus in question is in compliance with university policy.

IV. Announcements

T. Bordelon reported that P. Hobson of the Multicultural Center is developing a summer program to introduce underrepresented high school students to university life. She requests the assistance and participation of Liberal Arts. T. Bordelon will meet P. Hobson again in early December; interested chairs should send suggestions to him.

T. Hunt – Federal grants offered this week included an announcement for “Historic Sites Teacher Training.” She intends to submit a grant proposal related to New Harmony and invited those interested to contact her.

M. Aakhus – LAC meetings for the rest of the semester will be scheduled according to the amount of business to be discussed.

Meeting adjourned at 10:25 am.