

**Liberal Arts Council Meeting
March 13, 2012**

Present: M. Aakhus, T. Bordelon, M. Dixon, J. Evey, R. Gennaro, T. Hunt, R. Millard-Mendez (for K. Waters), R. Priest, W. Rinks, S. Rode, S. Spencer, E. Wasserman, K. Waters, B. Christie, C. York, and R. Toeniskoetter, Guest.

I. Campus-Wide Desktop Inventory System – R. Toeniskoetter

The Campus-Wide Desktop Inventory System will allow Information Technology (IT) to monitor all inventoried hardware and software on campus. The purpose is to assist the Help Desk to identify any problems on an inventoried computer; it will also assist IT in documenting licensing. It seeks to change the model to become proactive, so as to prevent any problems such as viruses, rather than reacting to problems. Software (such as an updated version) can be installed or uninstalled using the Campus-Wide Desktop Inventory System. R. Priest raised several concerns that might affect those using software (such as SPSS) for their teaching and research, and how automatic upgrades could impact both adversely. R. Toeniskoetter acknowledged the legitimacy of these concerns. It has implemented the campus-Wide Desktop Inventory System in Business Affairs and the Rice Library, and is now ready to implement it in other areas across campus.

II. English Petitions

S. Spencer presented the following petitions to the LAC for approval:

Deletion of ENG 389; New course petitions for ENG 371: Non-Western World Literature and ENG 372: Western World Literature. Both courses will be cross-listed as INST 371 and INST 372 respectively.

The deletion of ENG 389 and addition of ENG 371 and 372 necessitate modifications to the English major shared electives in all four emphases. The changes will also require modifications to the International Studies major. This proposed modification will be forwarded to the Curriculum Committee with the English petitions.

All petitions were approved unanimously.

III. Update on Liberal Arts' Searches

M. Aakhus provided an update to the LAC on the progress of the faculty searches with the College this semester. Searches have been completed successfully for the Assistant Professor of Communications Studies, Assistant Professor of Photography, Assistant Professor of Spanish, Assistant Professor of French, Assistant Professor of Creative Writing, four Instructors in English, and two Instructors in Humanities/International Studies. Several other searches are still ongoing.

IV. IRB – T. Bordelon

T. Bordelon reported that G. Merriam and V. DeCoster will represent the College on the IRB Board. R. Priest noted that this is a very time consuming commitment and that it should be recognized as such.

V. Open Items from the Chairs

T. Hunt raised a question about the Liberal Arts Research Awards and warned that chairs need to screen these carefully, as the award is not intended to provide a course release for work that has been completed already. Further discussion about the adjudication process of the Liberal Arts Research Awards followed. M. Aakhus asked M.

Dixon to draft a proposal to revise the LARA adjudication process. This will be distributed at a future LAC meeting.

W. Rinks inquired about sabbatical awards for the 2012-2013 academic year. M. Aakhus reported that the recipients of the two one-semester sabbaticals are C. Tew and J. Uduehi; additionally, X. Hu will receive a one-year sabbatical.

M. Aakhus also announced that the application for sabbaticals requires revision, as it currently does not require that applicants provide much detail about the project for which they request a sabbatical.

VI. Announcements

New student orientation will be held on Thursday March 29 and 30.

Volunteers are needed for graduation; they will receive \$50.00. Please direct any potential volunteers to C. York.

W. Rinks announced that the Symposium on Social Media will take place tonight (March 13, 2012) from 7:00-9:00 p.m. in Carter Hall D.

VII. Adjournment

The meeting was adjourned at approximately 10:30 a.m.