

Liberal Arts Council Meeting

March 30, 2010

Present: D. Glassman, M. Aakhus, S. Spencer, R. Gennaro, E. Wasserman, S. Rode, J. Evey, J. deJong, M.T. Hallock Morris, P. Aakhus, W. Rinks, A. Torres, and B. Christie.

Absent: T. Hunt and R. Priest. **Guests:** A. Buck for R. Priest and J. Hardgrave for T. Hunt.

I. LAC Minutes from 3/23/10 for Approval The minutes were approved as amended.

II. Honors Day Debriefing

Attendance of students and their families was very good with about thirty faculty members present. Consensus was that the changes were positive: moving the event from Sunday afternoon to Saturday morning, the change in program format, and having D. Craig as reader. Additional changes for next year were discussed. LA will also be setting a specific deadline for all award and scholarship applications to be submitted and reviewed well before the 2011 Honors Day process begins.

III. Department Teaching Evaluations

Charts were shared for each department and program showing teaching evaluation assessment data comparing USI and LA results. This is important information for academic program reviews. Overall, LA results were good.

IV. Draft Policy on BlackBoard Use for Course Materials

In the spirit of sustainability and cost effectiveness, LA is requiring all faculty members to provide course materials, especially syllabi, on BlackBoard instead of printing them out. Exceptions must be approved by the department chair or director. This policy would require technology in all classrooms, which the University is working toward. The new policy will begin with the Fall 2010 semester. LA will provide workshops and individual tutorials which are also good service-learning opportunities for tenure-track faculty members. Some issues raised by council members included BlackBoard overload with added usage, open laptops in class, copyright laws, particularly with E-reserve assignments. An amended policy will be presented to the council at the next meeting.

V. Draft Policy on Graded Participation Activities in Classes

Attendance and participation are two different elements of class grading. The definition for participation must be clearly identified so students are clear on what determines the participation portion of their course grade.

VI. Draft Policy on Reference Checks for Part-time Faculty

Reference checks for part-time faculty are the responsibility of the department chairs and director. Any continuing part-time faculty member who has a reference check currently on file will not need a new one, unless requested by the Provost, Dean, Human Resources, or the Department Chair. Any part-time faculty member who has been teaching at USI for two years or fewer that does not have a reference check on file needs one immediately. The form is on the LA web page.

VII. Academic Planning Council – Meeting was postponed until next week.

Also, E. Jones has requested assistance from USI faculty to collect research data for Indiana Education. Anyone in LA who is interested in participating should let the Dean know.

Announcements

R. Priest has developed two forms for helping students with advising. Both forms supply a lot of information to assist them prior to the actual advising appointment. The Dean will ask her to share the forms with Council members.

Please submit agenda items for the coming academic year to the Dean now.

Attendance at the May graduation convocation is mandatory for all LA faculty members unless excused by the Dean.

Reminder for the *Getting to Know USI* event at Ivy Tech is tomorrow. Please get any departmental information you have to her today.

M. Aakhus – The performance by the U of E Faculty Chamber Ensemble in the Art Center on Monday was very nice.

A. Torres – The Adjunct Appreciation Day event is Saturday, April 24th. LA chairs and directors are required to attend.

Around the Table

Modern and Classical Languages – P. Wei, Instructor of Chinese, hosted a *Chinese Culture Night*, introducing customs of the Malaysian, Taiwanese, and Chinese new year in Ruston Hall.

Art - R. Millard-Mendez had work in the following national juried shows: *Action: Reaction*, Gloria Singletary Gallery, Lexington KY; *Alternate Selves*, Lexington Art League, Lexington, KY; *Sculpted*, Desotorow Gallery, Savannah, GA.

R. Millard-Mendez received the Helen and Bill Sands Professor of the Year Award sponsored by John Lawrence and announced at the 2010 Honors Day Ceremony on Saturday.

Steven Brower, a nationally-recognized, award winning designer and illustrator, will present “Designing My Life” at the Society of Arts and Humanities Art Lecture this Wednesday, March 31 at 7pm in Kleymeyer Hall.

History – The History Club is having its book adoption event on April 7th at the LA Labyrinth.

Communications – W. Durham had an article featured in the Sunday *Courier & Press*.

Request to establish single due date for all LA scholarship and award applications. B. Christie will obtain listing of current deadlines.