

COLLEGE OF LIBERAL ARTS COUNCIL MEETING
NOVEMBER 18, 2008

Present: D. Glassman, M. Aakhus, J. Palladino, R. Priest, E. Wasserman, S. Rode, J. Evey, J. deJong, P. Aakhus, T. Hunt, W. Rinks, A. Torres, and B. Christie. Absent: S. Spencer.

The NCATE is on campus this week, which involves the LA departments of Art, History, Modern and Classical Languages, and English. J. deJong, T. Hunt, S. Rode, S. Spencer, and the LA deans are attending meetings.

I. Minutes

The minutes from October 28 were reviewed with some discussion. They were approved as amended.

II. USI Inclement Weather Policy

After all the bad winter weather last year, the Provost has requested that all colleges establish a policy for faculty and students that will be included in class syllabi. The Provost suggests that all faculty members take advantage of our text message alert system. The Dean asked all council members to establish a policy in each department for both faculty and students. Those who drive long distances have issues with last minute changes in policy due to inclement weather.

The Dean delegated further discussion to individual departments but stressed that an inclement weather policy **must** be stated in course syllabi. It is the responsibility of the university to have sidewalks and parking lots cleared.

III. Portfolios

The Dean has arranged for a portfolio workshop for junior LA faculty to assist in creating portfolios and helping to establish continuity within the process. Encourage all junior faculty members to attend. Any department chairs who find problems with a portfolio should discuss them with the faculty member *before* forwarding to the Dean.

IV. Search Files

Department chairs should be sure all necessary documents and information are included for each candidate: 1) candidate's original letter of interest, 2) cv, 4) original/signed USI application form, 5) graduate transcript (may be unofficial), and, 6) reports from three reference calls.

Further information should follow established guidelines: the USI application must have an **original** signature; supervisor listed must be from **current** job; memberships and organizations, references, and awards can **NOT** be noted "see cv", except for articles and publications (this paperwork will be returned by the provost!); check references; final transcripts must be official and have the institution's name on every page; summary reports must include name of the person who made the call, the date and time of the call, and the person's name and title that was called. A delay with one candidate's application will prevent all other candidates from moving forward in the interviewing process. Past problems concerning the length of time ads are run are being resolved.

V. Deans' Meeting in Portland

D. Glassman and J. Evey attended the annual meeting of the Council of Colleges of Arts and Sciences in Portland, Oregon. Some of the highlights of the conference included: schools embedded within universities, faculty applicants and how they are pushing for more perks, the importance of faculty presence on campus, workshops for associate and assistant deans, an assessment workshop, and keeping junior faculty happy.

VI. Honors and Awards

Information for selecting candidates for the Kappa Delta Pi Scholarship (\$1,000), the Pamela Grubb Memorial Scholarship (\$500), and the Trustees Distinguished Merit Award (\$1,000), was distributed to the council members. The request for a social security number should be changed to student identification number.

VI. Budget Process

The budget process will begin soon. LA will make its public presentation in February. All department budget requests should be prepared by the end of the fall semester or immediately after the first of the year. A. Torres will provide the direct costs for faculty salaries. Salary levels will remain the same as last year. There will be a college budget meeting the third week in January for departments to make budget presentations to the Dean. One-time expense requests might be a more realistic expectation than faculty line requests this year. He encouraged council members to keep past budget request items in the queue.

Academic Affairs Update

The new Criminal Justice Studies major was approved in Indianapolis on Friday. There is a task force working on an informational brochure and also information available on the web.

The Shield once again brought up the core curriculum issue. Departments need to be proactive in reviewing and revising the core courses.

The Board of Trustees announced Dr. Hoops will be the newly appointed USI Chancellor. This will be a two-year office that has been created for Dr. Hoops to complete existing and on-going fundraising projects.

A. Helmstetter will be the Humanities Program Director beginning Spring 2009.

Around the Table

Art K. Waters and C. Roth attended the biennial conference of MACAA (Mid-America College Art Association) in Indianapolis on October 16-18. They also attended an organizational meeting at Herron School of Art and Design for the Indiana chapter of the Feminist Art Project.

M. Aakhus will present a lecture for the Day of the Dead at the Evansville Museum. The Day of the Dead exhibition opened on October 26 and will run until January 11 with a reception on December 6.

J. D'Uva had two pieces accepted into the Mid-States exhibition at the Evansville Museum. He also had an article accepted for publication in the upcoming Mid-America Print Council Journal. The article is on the topic of Zacatecas, Mexico and MUSEOGRABADO, a print studio in Zacatecas.

L. Dowhie and R. Millard-Mendez had their pumpkin designs featured in the Sunday Courier Press this week.

R. Millard-Mendez is in a one person show in Oakland City where he will present a lecture on his work on November 11 at 4:00 pm.

Communications

K. Bonnell has been selected to serve on the American Association for University Women Education Foundation's Career Development Grants Selection Panel. She finished her term as chair of the International Fellowships Panel earlier this year.

G. Cooper and ten students attended the national convention and workshop of the Public Relations Student Society of America (PRSSA) in Detroit last week.

Performing Arts

The Repertory Theatre Project will open on November 6 with *Waiting for Lefty* and November 8 with *Much Ado About Nothing*. Students and actors from the professional actors' union will be performing together in the two productions.

E. Wasserman will meet students at Mt. Vernon High School on November 5 for "High School Career Days." So far, 88 students have expressed an interest in Performing Arts.