

## LAC Meeting Minutes February 3, 2009

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

### I. **Approval of Minutes**

Minutes for 1/13/09 and 1/20/09 were approved as written. Minutes for 1/27/09 were approved as amended.

### II. **College Budget Presentation**

D. Glassman shared the LA budget presentation that he will give at 8:15 a.m. February 23<sup>rd</sup>. There will be minor changes made before that date.

### III. **Class Scheduling**

Tracy Sinn from the registrar's office has relayed to all colleges at USI that there is a severe shortage of classrooms available for classes scheduled at prime times on T-TR and M-W-F on the edit for Fall 2009. She has asked department chairs to review their schedules and make adjustments to better utilize the rooms available throughout the day and evening. The Dean charged council members, as those who assign class schedules, to make better use of **all** available times and days. He listed three major factors to be considered when planning department schedules.

1 – student need

2 – make minimum enrollment or higher

3 – allow tenure-track faculty time in their schedules for other responsibilities required to make tenure. Contract and tenured faculty not engaged in research or other academic responsibilities should be filling in the open class times.

Discussion followed that included concerns about faculty absences and office hours policies. Departments should have their own policies in place. The Dean emphasized that this is a university-wide issue that all deans and department chairs need to address.

### IV. **Honors Day Update**

All Liberal Arts profile sheets for Honors Day are available on the "O" drive. Departments should enter the recipient information on the appropriate form and save. There are still profile sheets that have not been completed. All completed profile sheets are due to Bobbie this Thursday.

### V. **Faculty Evaluation**

Completed faculty FARS should be sent to the Dean. All faculty members must submit a FARS to the Dean by February 6. Tenure-track faculty must include their portfolio with the FAR. All other faculty need turn in the FAR only. The Dean has finished reviewing all the first-year FARs. One-year temporary faculty may turn in a FAR, but it is not required. Anyone on sabbatical must also turn in a FAR. These are used to determine merit increases. Student evaluations are part of the FAR.

The Dean also asked council members to carefully review the vitae included in portfolios. Publications and memberships in organizations should be included, as well as all background information. Dissertations are not considered a publication.

## VI. Academic Affairs Update

Dr. Bennett was congratulated on being chosen as the new president-elect of the university.

Karyn Sproles shared information about current initiatives, including a mini-workshop on grants, both internal and external. The dean will send council members a list of current workshops. R. Priest said faculty members have reported these workshops as very helpful.

## VII. Around the Table

### Political Science and Public Administration –

M.T. Morris presented *Building China's New Wall: Human and Environmental Impacts of the Three Gorges Dam*, at the annual meeting of the Southern Political Science Association, New Orleans, Louisiana.

### Philosophy –

M.L. Stoll and the Philosophy Club are again presenting the *Vagina Monologues*. It will be held on February 26 at 7:30p.m. in room 0017 of the Rice Library. All of the proceeds will be donated to support women who have suffered from domestic violence and/or sexual assault. The majority of the funds stay here in Evansville. Please encourage your students to attend! Cost is \$5.

The Philosophy Club is presenting Game Night on February 20 at 7p.m. at Penny Lane.

### History –

M. Grow's published his monograph, *Thomas Kane, "Liberty to the Downtrodden": Thomas L. Kane, Romantic Reformer* (Yale University Press, 2009)

T. Hunt published the article, "Envisioning Terrorists: English Protestant Dissenters and French Revolutionaries," *Ridiculous* 15 (2008): 145 – 160.

### Psychology -

J. Evey was selected as a finalist in the 2008-2009 Inspire Integrity Awards. "The National Society of Collegiate Scholars' Inspire Integrity Awards are the only national student-nominated faculty awards program. These awards are presented to full-time university faculty who have, through their lessons and actions, made a significant impact on the lives of their students and instilled a high degree of personal and academic integrity."