

**Liberal Arts Council Meeting  
October 2, 2007**

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

**I. Minutes from 9/25/07**

Minutes of 9/25/07 were reviewed. Corrections were made in Section IX. J. Palladino made a motion to approve the minutes and was seconded by W. Rinks. The minutes were approved as amended.

**II. Ruth Kleymeyer Scholarship for the Arts and CLA Outstanding Student Award Criteria**

The dean called for suggestions for criteria for the Ruth Kleymeyer Scholarship for the Arts. The amount of the scholarship is \$500. More than one student may be nominated from a department. Deadline for nominations is December 1. The LA Awards Committee will develop the application form for this award. It will be posted on the LA web site. The following guidelines reached consensus:

- 1) open to liberal arts students majoring/specializing in any area of the arts; and,
- 2) carry a 3.0+ GPA; and,
- 3) must be a full-time student in the fall that follows receiving the scholarship; and,
- 4) be nominated by a faculty member who will submit a nominating form and letter of recommendation that speaks to the accomplishments of the student; and.,
- 5) the winner will be selected by the Liberal Arts Awards Committee.

The dean noted that no other college at USI has established an award similar to the CLA Outstanding Student Award. The CLA Outstanding Student Award carries a cash prize of \$500 and the name of the recipient will be recognized on a plaque displayed in the Liberal Arts Building. The nominating and selection process of the award will be done internal in the CLA. Students should remain unaware that they have been nominated or are a finalist of the award. A nominating form will be created by the dean's office. The following guidelines reached consensus:

- 1) open to all liberal arts students of senior status; and, faculty members may nominate candidates from each major in their department;
- 2) and nominations will include a nominating form, nominating letter outlining the accomplishments of the nominee, and a copy of the student's transcript;
- 3) and each department will forward to the dean's office the nomination materials of one finalist candidate per departmental major;
- 4) and the winner of the award will be selected by vote of the Liberal arts Council; and,
- 5) the deadline for department chairs to submit their finalist(s) to the dean's office is December 1.

**III. CLAFDA Committee Nomination**

G. Latorre had been nominated to serve on the CLAFDA committee at the last LAC meeting. Dr. Latorre has declined the nomination. New nominees are C. MacKay and B. Hart. C. MacKay will be asked first and if she declines, B. Hart will fill the vacancy.

**IV. Program Outcomes and Assessment**

The dean encouraged departments to be working on their plans for developing program outcomes and assessment strategies. Institutional Research can provide some assessment information for recent graduates.

The dean stressed the importance of having the collaboration of all faculty members in determining program outcomes. Assessment issues with regard to programs that having teaching components were discussed.

#### **V. Evaluation Process**

The LA calendar for tenure and promotion and annual evaluations was distributed to all department chairs. Second-year tenure track faculty are reviewed in the fall and spring semesters. The Faculty Annual Report (FAR) is submitted in spring and records activities from the previous calendar year. All evaluation forms are available on the O-drive. Although different departments may require additional materials for contract faculty evaluations, only the cover form and the FAR should be forwarded to the dean. It is the chairs' responsibility to make sure members of evaluation committees know both the college and department requirements for faculty evaluations. The dean requests that evaluation committee members attend at least one class each year for all candidates under their review.

#### **VI. Student Evaluations**

The dean discussed issues regarding paper versus electronic course evaluations. Surveys from other institutions indicate similar concerns with those of some chairs. The Office of Institutional Research will be trying new methods this fall for increasing student participation in on-line evaluations.

#### **VII. Academic Affairs**

There was no academic affairs meeting this week.

#### **VIII. Around the Table**

- The dean announced that there will be no meeting next week, 10/9/07.
- Tomorrow is the labyrinth dedication, beginning with a presentation by Ben Nicholson at 6:30 pm in Carter Hall. The presentation is followed by a ribbon-cutting, community walk of the new labyrinth and a reception in the LA Center.
- B. Hart - S. Wooden presented a paper at the 6<sup>th</sup> Biennial Feminism(s) and Rhetoric(s) Conference. Michael Martone is the featured writer at the next RopeWalk reading scheduled for tomorrow, October 3, at 5 pm in Kleymeyer Hall. Gary Gildner will be the next RopeWalk guest on October 8, at 7 pm in the Rice Library, Room 0017.
- M. Aakhus - Roger Wieck will make his keynote presentation for the Gothic Imagination event on Thursday, October 4, at 7 pm in Carter Hall. The event will continue all day in Carter Hall on Friday.
- J. Evey - There are three LA faculty members attending a NSF workshop at the Butler U. campus in Indianapolis on October 5. The featured speaker for the next Berger Lecture series on October 25, will be professor Joan Callahan from the University of Kentucky speaking about the ethics of both sides of the abortion issue. The event begins in Mitchell Auditorium at 7 pm.
- R. Priest – S. Williams is co-authoring an article soon to be published.
- J. Kempf DeJong– K. Waters had her work accepted in the Halpert Biennial '07, at the Turpin Center for Visual Arts at Appalachia State University. Professor DeJong encouraged members of the LAC to vote for the USI Scion design and buy corn from the Art Club at the Fall Festival!

- T. Hunt – J. Hardgrave and T. Hunt will present at “The Gothic Imagination” on Friday. A donor has provided a \$1000 stipend to support a history student’s internship at the Reitz Home for spring 2008.
- E. Wasserman – Adjunct Elizabeth Drake-Boyt went to Washington’s Folger Library on a research project involving seventeenth century printings of Shakespeare’s plays and while there began talks with an experimental dance company in hopes of arranging a week of residency and performance at USI in the Spring.
- W. Rinks – J. Morris, along with the Indiana Association of School Broadcasters, is sponsoring a presentation by Ned Waugaman, VP of Customer Service & Training at Arbitron, on October 4 at 4:30 pm in LA 0101. Mr. Waugaman’s presentation will convey to students how skills learned at USI can translate into future success in life. Also, L. Howard has completed on a DVD for teaching performance studies.
- A. Torres – The Salsa Rhythms Band, in celebration of Columbus Day and sponsored by Modern and Classical Languages, will perform on October 8, at 4:30 pm in Carter Hall.

Meeting was adjourned at 10:31 am.