

## **Liberal Arts Council Meeting**

**January 22, 2008**

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

### **I. Minutes**

No minutes were available for review.

### **II. Independent Study Agreement Form**

Dean Glassman distributed a revised edition of the new Independent Study Agreement Form with changes recommended by council members. A syllabus or detailed course description must be attached to the completed form. Upon approval, the form will be available on the LA website and the "O" drive. After the first week of classes, any changes to the agreement must be agreed upon by the student and instructor and approved by the department chair. A motion to approve the Independent Study Agreement Form was offered and seconded. The motion passed.

### **III. Budget Request for History**

T. Hunt presented the number one priority for the history department as a tenure-track assistant professor of history with specialization in Middle Eastern and Islamic history.

### **IV. Budget Request for Sociology**

R. Priest presented the number one priority for the sociology department as a tenure-track assistant professor of anthropology with specialization in cultural anthropology

### **V. Budget Request for Modern and Classical Languages**

S. Rode presented the number one budget request for the modern and classical languages department as equipment and membership access to SCOLA, a satellite system for international television news in several languages.

### **VI. Budget Request for Performing Arts**

E. Wasserman presented the number one request for the performing arts department as a conversion of a current staff position (contract technical director) to an instructor position in theatre technology/technical direction.

### **VII. 2008 Program Reviews**

Departments in Liberal Arts scheduled for program reviews in 2008 are Philosophy, Political Science, Sociology, Modern and Classical Languages and the MALS graduate program. Programs Reviews scheduled for 2009 include Communications and the MPA graduate program. Communications is also scheduled for accreditation review in 2009.

The Program Review process begins with the preparation of a self-study collaboratively generated from the department. Guidelines for the self-study are provided on-line and can be accessed from the Office of Academic Affairs webpage. The ways in which programs are assessing their defined student program outcomes are a major focus of the program reviews. The Fact Sheet, developed by Institutional Research, is now available on-line with information on department enrollment, student retention, faculty profiles and other information useful in preparing the self-study. Once completed, the self-study is transferred to the Academic Affairs Office and reviewed by the University Program Review Committee. The committee will interview the chair or director of the program and prepare and submit a final report to the department chair (or program director) and Provost.

### **VIII. Everything you always wanted to know about FARs**

Dr. Glassman provided answers to a number of questions regarding the preparation and submission of Faculty Annual Reports (FARs).

### **IX. Academic Affairs**

The dean presented a list of university programs that are available for funding faculty research. The list will be sent to all department chairs for dissemination to their faculty.

Course evaluations for the Fall semester have been completed and are ready to distribute back to the faculty. Response rates for on-line evaluations were lower than in-class evaluations.

The National Survey of Student Engagement (NSSE) was conducted during Assessment Day with freshman and senior students. Results suggested that USI freshmen expressed more engagement with their instructors and institution than USI seniors. The dean will schedule a discussion of the NSSE results for a future LAC meeting.

### **X. Around the Table**

**Dean's Office (Christie)** – Staff will lose scheduling access in Banner for Fall 2008 on Friday.

**History** – Christine Lovasz-Kaiser received the USI Foundation Award for Outstanding Teaching by Adjunct Faculty.

**Art** – USI Art faculty members who donated art to this year's Toast to the Arts were: M. Aakhus, L. Dowhie, X. Hu, J. Kempf deJong, R. Millard-Mendez, C. Roth, M. Skoglund, and J. Uduehi.

**Performing Arts** – The proposed theatre education courses have been approved by the state. Beginning in spring 2009, education students will have the opportunity to be certified in teaching theatre.

**Modern and Classical Languages** – The university has one month access to SCOLA for faculty use. Dr. Rode will email the web link to anyone interested.

**Dean's Office (Aakhus)** – The application deadline for RISC submissions is February 8<sup>th</sup>. Dr. Glassman asked the chairs to inform their new faculty about the RISC program and grant opportunity.

**English** – Dr. Stephen Spencer has accepted the position of English department chair. Thanks to T. Hunt for chairing the search committee.

**Psychology** – Drs. Bloom and Palladino co-authored two chapters in 21st Century Psychology – A Reference Handbook, Volume 1.

Meeting adjourned at 10:25.