

**Approved Minutes
Liberal Arts Council
October 24, 2006**

Present: D. Glassman, M. Aakhus, J. Palladino, M. Kearns, T. Hunt, K. Waters,
C. Barber, W. Rinks, S. Wolfe, S. Williams (for S. Zehr), A. Torres and B. Christie.

Guests: R. West, D. Brottman and P. Aakhus.

Meeting was called to order at 8:30 am.

I. LIBA 497: Capstone New Course Petition (West/Brottman)

A new LIBA course to be taught by D. Brottman (adjunct professor in Humanities and Gender Studies) was brought before the council by D. Brottman and R. West. Discussion followed and the petition was tabled pending further changes.

**III. Program Modification, Course Modification & New Course Petitions
(P. Aakhus)**

Three petitions were acted upon at the request of International Studies. First, a motion was approved with recommended changes for a new course, INST 497: Capstone. Second, a petition for changes to INST 389 was approved. Finally, a motion was approved as amended for the program modification petition.

II. Course Modification Petitions (K. Waters)

Three course modification petitions were presented by K. Waters. It was suggested that the three petitions be handled within a single motion. The motion for changes to Art 113, Art 313 and Art 361 was approved.

IV. LARA Proposals

M. Aakhus announced that all LARA proposals have been submitted. The dean suggested the council review the LARA selection process at a future meeting. Current winners will be announced after the chairs ballots have been counted and verified by M. Aakhus and A. Torres.

V. Faculty Absences (Glassman/Waters)

In two instances this semester, department chairs reported to the dean that a faculty member informed them that they would not be meeting one or more of their classes due to reasons that differ from those generally considered acceptable (eg. illness, attendance at a professional conference, loss of a family member, etc.). The dean will review the CLA absence policy and make suggested revisions for discussion by the LAC. University policy requires that any instructor who misses one week of classes must immediately notify HR and sign up for FLMA leave. A doctor's release will be needed for the faculty member to return to work. If a department chair believes an absence by a faculty member was not related to an acceptable circumstance, she/he can refer that instructor for a conference with the dean. Any class not attended by the instructor should be covered by a colleague or scheduled assignments. Administrative assistants are not to be held responsible for covering classes.

VI. Grade Distributions/Evaluations (Kearns)

Dr. Kearns initiated a LAC discussion concerning grade patterns in classes that have large numbers of sections. Should comparative data of grade patterns be available to chairs and if so, how should they be used (eg. to identify problematic teaching, formative evaluation, summative evaluation, etc.)? No consensus on the value or use of such data was reached. The dean suggested that comparative data on grading patterns may be available to chairs from Institutional Research.

Announcements:

Next Tuesday is the Day of the Dead Colloquium and the LAC will not meet. Instead, we will meet on Thursday, November 2nd. The following meeting will be on November 7th. There will be no meeting on Assessment Day, November 14th.

The deadline for course petitions to reach the provost is November 15th.

Around the Table

J. Palladino - Psychology will end two faculty searches on November 1st.

M. Aakhus – Next Tuesday is the Day of the Dead Colloquium.

M. Kearns – The editors of the *Southern Indiana Review* received 212 submissions for the first Mary C. Mohr Short Fiction Award. A total of \$2,640 was collected in entry fees.

K. Waters – New Harmony Artist-in-Residence Mary Beth Edelson is conducting an International Artist Workshop in EDUC 1101 on November 1st at 7 pm.

C. Barber – Fredericka Schmadel, a member of the Foreign Service, will speak to the POLS/HIST class, *American Diplomacy Since 1900*, at 3:15 pm on Monday in LA 1015.

T. Hunt – The USI chapter of Phi Alpha Theta and the History Club (J. Hardgrave) are sponsoring “Graduate School Information Night” on Wednesday, November 1st, in Kley Meyer Hall at 7 pm.

- C. Harison and T. Hunt were among 15 invited participants in a World History symposium hosted by McGraw-Hill Publishers in Tucson, AZ, on Oct. 19-21.

S. Wolfe – The USI Community of Scholars lecture will be held on January 29, 2007.

-The next LA colloquium is Friday, October 27th at 3:30 pm and will feature G. Latorre.

Meeting was adjourned at 10:30 am.