

**Approved Minutes  
College of Liberal Arts  
Liberal Arts Council  
November 8, 2005**

Meeting came to order at 8:35 AM

Attending: David Glassman, Dal Herring, Tamara Hunt, Michael Kearns, Leslie Roberts, Katie Waters, Stephen Zehr, Paul Raymond, Michael Aakhus, Jo Ann LaMar, and Angela Torres

**I Approval of the Minutes (Glassman)**

There were no new minutes for approval.

**II Portfolios (Glassman)**

There were a few minor corrections to the handout for the junior faculties' portfolios. It was decided that the previous Chair, Dean, and Evaluation Committee letters should be included in the portfolio. It was suggested that the handout become an appendix to and be referenced in the Greenbook.

**III Orientation Advising Fellows (Palladino)**

The Dean asked the Chairs to see if they could find additional faculty to become Orientation Advising Fellows.

**IV Anti-plagiarism Software (Raymond)**

It was suggested that our College purchasing anti-plagiarism software. The University has had software in the past but it has not been well publicized. Angela Torres is to research the possible options that are currently available.

**V Banner Policy Decisions (Glassman)**

The Dean is to meet with the other Deans and the Provost on Friday to discuss the Banner policies.

Question 1 (Course repeats) - The consensus is that the change presented is reasonable.

Question 2 (Pre-registration priority) – The consensus is that we currently have too many students that are allowed to pre-register. Some felt that student workers should not be allowed to pre-register unless they are required to work in their area during certain set hours.

Question 3 (Maximum hours for probation students) – The Dean is to check on the flexibility of the Chairs and Deans to override the 13 hour maximum.

Question 4 (Academic standing updates) – It was agreed that the Incomplete stay on the permanent record and that the GPA be retroactively adjusted for the grade in the course.

Question 5 (conditionally admitted students) – It was understood that a student is on probation due to poor performance and their admission to the university should be conditional.

Question on removing holds – It was agreed that holds should be removed by the Chairs, the AAs, or the Deans' offices.

## **VI Academic Affairs Update (Glassman)**

There was not a meeting this week.

## **VII Around the Table**

Dr. Kearns announced that the English Department will be holding a two hour workshop on Assessment Day from 11 AM – 1 PM in the Liberal Arts Building.

Dr. Hunt stated that the History Department held an Open House/Pizza Party on Wednesday November 2<sup>nd</sup>. They signed up about two dozen students to be in the History Club. She also announced that Don Pitzer and Connie Weinzapfel would be premiering in the PBS broadcast of “Heaven on Earth: The Rise and Fall of Socialism” this Friday evening at 8 PM on channel 9.

Mr. Aakhus announced that the Printmakers would be holding a Card Fundraiser tomorrow at the University Center entrance from 10 AM – 2 PM. You will receive a card for a \$5 donation. All proceeds will go to help the victims of the tornado that hit on Sunday.

Dr. Raymond announced that the Philosophy Club is sponsoring a presentation titled “Sex, Drugs, and Existentialism” on Wednesday November 9<sup>th</sup> at 3 PM in UC 205. He also stated that the Ethics team would be traveling to participate in the Ethics Bowl this Friday.

Katie Waters announced that Metamorphoses opens tomorrow night at 7 PM in the Helen Mallette Studio Theatre. It will run this week and next. She also announced that there will be a pottery fundraiser but a date has not yet been determined.

We will have a meeting next week even though it is Assessment Day.

Meeting was adjourned at 10:35 AM.