

APPROVED

Liberal Arts Council
11/2/2004

Attending: David Glassman, Joe Palladino, Carol MacKay, Tamara Hunt, Paul Raymond, Katie Waters, Michael Kearns, Dal Herring, Tom Wilhelmus, Steven Zehr, Jo Ann La Mar

I Approval of Minutes (10/26/04)

Motion was made by Dr. Palladino and seconded by Dr. MacKay to approve the minutes as amended.

II Liberal Arts Research Awards

Two applications had been received for the Fall 2004 Liberal Arts Research Award competition. The proposals submitted by Prof. Xinran Hu and Dr. Julia Galbus were reviewed and received unanimous support for funding by the LAC. Both applicants will be awarded a course reduction in Fall 2005 to conduct their research.

III Vitae

Dr. Glassman noticed errors in several of the curriculum vitae submitted during the 2nd year evaluation process. It was requested that prior to sending evaluation materials to the dean, department chairs must certify the accuracy of the materials including vita. Dr. Glassman is requesting that vita include courses taught and complete entries for presented professional papers and publications.

IV English Course and Curriculum Revision Proposals

Dr. Kearns proposed several changes to the English Program.

A. Undergraduate Program Modification Petitions

1. BS, Writing Emphasis (General Writing Option)
2. BA, Literature Emphasis
3. BA, Writing Emphasis (Creative Writing Option)
4. BA, Teacher Certification Major
5. BS, Teacher Certification Major
6. BA, Writing Emphasis (General Writing Option)

B. Undergraduate New Course Petitions

1. English 480-- Independent Study
2. English 449-- Major Author
3. English 265-- Introduction to American Literary History
4. English 205-- Introduction to English Studies and Ways of Reading
5. English 103-- Fundamentals of Creative Writing
6. English 255—Introduction to British Literary History

C. Undergraduate Course Deletion Petitions

1. English 251-- Masterpieces of English Literature
2. English 252-- Masterpieces of English Literature II
3. English 261-- Masterpieces of American Literature I
4. English 262-- Masterpieces of American Literature II

Discussion was held on the BA in Literature and the BS in Writing with Emphasis in General Writing proposals. Continuation of discussion will take place at the next scheduled LAC meeting on 11/16/04.

V Academic Affairs Update: Tabled until next LAC meeting.

VI Around the Table

1. Dr. Glassman reminded the chairs that they are to be available during the days of registration.

2. Department staffing policies for the humanities and LIBA courses are now due to the Dean.

3. Jo Ann reminded chairs that spring contracts are being entered and all classes need to be filled. New adjuncts will need application forms and a copy of their official transcript from the institution awarding their highest degree. These are due to Jo Ann by Wednesday November 3. HR will be enforcing the time line for the January pay period. Only those contracts signed and returned to HR by Dec. 15 will receive a January pay check.

4. Dr. Wilhelmus reminded everyone of the Berger lecture in Carter Hall November 8, at 7:30 pm.

5. Dr. Herring indicated that course proposals for communications will be circulated to the LAC for review during the next couple of weeks.

6. Prof. Waters announced that the Art Club was going to Chicago for the SOFA exhibition November 4, 2004.

7. Dr. Raymond announced that the Political Science and Philosophy Clubs will be sponsoring an election return gathering in Carter Hall today beginning at 4:30 pm.

8. Dr. MacKay announced that the foreign language department will sponsor a showing of the French film "The Horseman on the Roof" on Wednesday.

9. Dr. Palladino announced that Cynthia Smith and Ken Carter, new faculty in Psychology, received SLAFDA awards. He also indicated that copies of psychology course petitions will be circulated to the LAC soon.

10. Dr. Glassman announced that there will be a workshop January 5, 2005 on Legal Issues of Faculty Hiring and Personnel Review. Dr. Bennett has indicated that all department chairs are required to attend.

Next Council meeting will be Tuesday November 16, 2004 at 8:30 am.