

APPROVED

Liberal Arts Council  
11/16/2004

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

- I Approval of minutes (October 12, 2004)  
Motion was made by Dr. Herring and seconded by Dr. Palladino to approve the minutes as amended.
- Approval of minutes (Nov 2, 2004)  
Motion was made by Dr. Palladino and seconded by Dr. MacKay to approve the minutes as amended.
- II Gonfalons revisited  
Color changes were discussed with the final decision made to remove citron as a background color and replacing with white, and using stripes of crimson, grey, brown and blue. Dr. Glassman will check with Sherrienne Stanley to see if the change can be made.
- III Tenure Deadlines;  
Recommendations by department committees and chairs must be to the Dean by Nov. 29, 2004.
- IV English Course and Curriculum Revision Proposals  
Discussion was held on the curriculum proposals presented by Dr. Kearns for English. Added to the list of the English proposals approved at the November 2<sup>nd</sup> meeting were
1. ENG 416 Contemporary Issues in Rhetoric
  2. ENG 375 Modern Canadian Literature
- Dr. Raymond motioned to approve all proposals and was seconded by Dr. Palladino. The motion carried by a vote of 8-0-1.
- Dr. Glassman noted that the signatures on some proposals were not complete. He indicated that in the future proposals will need to have completed signatures prior to LAC review.
- V Sociology Curriculum Proposals
- Dr. Zehr presented two curriculum modifications for the Department of Sociology. First, a proposal to reduce the number of options from six courses to three in the diversity category of the criminal justice program was presented. Second, a course number change for Gender and Society from SOC 361 to SOC 431 was proposed with justification.
- Motion was made by Dr. Palladino to approve both proposals, and seconded by Dr. Kearns. Vote 7-0-0.
- VI International Studies New Course Proposals (P. Aakhus)  
Presentation was tabled until the next council meeting scheduled for November 23, 2004.

## VII Academic Affairs Update

A. Dr. Glassman presented the proposed Orientation dates for 2005. There occurs the same number as last year. Handouts will be sent to the Council with the proposed dates via e-mail.

B. Discussion was held at the AAC of staggering night class times, starting at 5:00 pm, to help eliminate the traffic problems and pedestrian safety on campus. Department chairs were asked to discuss this proposal with their faculty for feedback.

C. All faculty will be using MyUSI for recording grades. Chairs were asked to identify any faculty in their department that may need assistance in learning the process and provide them with a list of dates for university training sessions.

D. The school is charged with forming a committee that will work with Carman Ahlers on strategies for registration of liberal arts students. A committee was formed of Dr. Hunt, Dr. Raymond, Dr. Palladino, and Dr. Suzie Wolfe. The school is being asked to develop a plan for registration that will accommodate student needs and overseen by department chairs. Dr. Zehr inquired about the proposal to have chairs moved to 10-month contracts. Dr. Glassman indicated that although the issue appears to be moving in that direction, no formal decision by the provost and president has been made.

E. All department chairs were requested to send categories for course release time to the Dean by November 29.

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## VIII Around the Table

Dr. Glassman announced a new school policy that will allow for awarding honorariums for departmental classroom speakers. Each department will be allocated \$200. each year to help defray the costs or for honoraria of external speakers invited to faculty classrooms. Chairs are responsible to establish department policies for faculty requests and allocation decisions. Only chairs are to communicate with the dean's office concerning this funding opportunity.

Jo Ann reminded everyone that the contracts for spring would be going out next week. She also indicated that Olive Carruthers Clefft Award applications have been coming in this week. Chairs are to verify that the student has a travel form with his/her application and it must have the chair's signature on it before it will be forwarded to Foundation for approval.

Dr. Wilhelmus reminded the LAC that budget hearings will begin at the start of the spring semester and proposal development by the departments should be initiated soon. He also noted that Honors Day is fast approaching and various issues need to be considered.

Dr. Herring announced that the Department of Communications is compiling a history of their department. The suggestion was made that Dr. Herring contact Dr. Darrell Bigham for possible data since he is currently researching the history of USI.

Dr. Kearns announced that between eight and 10 English contract faculty are going to the NCTE conference and all are presenting scholarly papers. The LAC acknowledged the significance of this accomplishment.

Prof. Waters announced that the art department is having a Thanksgiving feast on Sunday at 1:00 in the ceramic studio. Everyone is invited

Dr. Raymond announced that the Department of Political Science and Philosophy is sponsoring a speaker on November 29 to discuss issues of animal rights.

Dr. Hunt announced that the student History Society will have their first meeting next week. Dr. Hardgrave will be their new advisor.

Next Council meeting November 23, 2004 at 8:30 am.