

Approved
Liberal Arts Council
January 11, 2005

Present: Dr. David Glassman, Dr. Joseph Palladino, Michael Aakhus, Dr. Tamara Hunt, Dr. Michael Kearns, Joan Kempf, Dr. Carol MacKay, Dr. Ronda Priest, Dr. Paul Raymond, Dr. Dal Herring, Jo Ann Lamar and Bobbie Christie.

Announcements

As a result of a pedestrian being struck by a car on one of the crosswalks last Friday afternoon, Dr. Bennett has asked that all university faculty members urge their students to obey the campus speed limits, which will be strictly enforced.

I. Approval of Minutes

Approval of minutes from December 2004 was tabled until council members could review them.

II. Introduction of new LAC Members

New Associate Dean of Liberal Arts Michael Aakhus, Acting Chair of the Department of Art, Theater and Music Joan Kempf and Bobbie Christie were welcomed as new and returning members of the Liberal Arts Council.

III. Department Mission and Vision Statements

Dr. Glassman reminded all chairs that they should be working with faculty members on their departments' mission and vision statements. The mission of each department should reflect that department's purpose on campus and how that purpose assists the university in its school-wide mission. The vision statement should present the goals of each department with strategies for reaching these goals. Chairs should encourage faculty participation in creating the mission and vision statements.

These statements are to be submitted with the departmental budget requests, which are due the end of January. Proposed new faculty positions should include salary, benefits and office set-up expense. These figures will be standardized and available through Jo Ann. Issues regarding limitations in available office space should be included in the requests. Dr. Glassman considers office space critical in the retention of dedicated faculty whose contributions will be necessary in achieving the goals and supporting the mission of the School of Liberal Arts.

IV. Distance Education in Liberal Arts

In a recent meeting with the Office of Distance Education, Ed Jones, Saxon Reasons and Karen Bonnell expressed the need for Liberal Arts to increase opportunities for distance learning, particularly in the core curriculum. Classes that are needed include rhetoric and composition, humanities and introductory courses in sociology and psychology.

The office of Distance Education offers assistance in course development, and provides a stipend for the first semester a class is taught. Dr. Glassman emphasized the importance of distance learning to the university's mission for community outreach and challenged LA departments to develop courses in high demand for distance learning. New courses must be approved by department chairs and the Dean of Liberal Arts before going to Distance Education.

V. Budget Hearing Schedule

The schedule will be forthcoming.

VI. Art, Music and Theatre Proposal

Joan Kempf made the first of several presentations to the LA council on the faculty developed proposal for the division of Art, Music and Theatre into two separate departments. She gave a brief history of how the three programs became one department and presented arguments on behalf of the art department for separating the programs. The original proposal was first developed in spring of 2003 while Ms. Kempf was acting chair of the department.

Joan worked with Elliott Wasserman, Director of Theatre, to develop this proposal. Elliot and Dan Craig, Music Director, will also be presenting cases for their respective programs at future council meetings. The proposed departments of Art and the Performing Arts will examine this issue in light of their mission and vision statements and focus on the benefits this proposal would bring to the School of Liberal Arts and to the university.

VII. Academic Affairs Update

As part of the implementation of the new Banner software, the old triplicate travel forms will no longer be accepted. The new travel authorization form is available on the USI Travel Office website. Also, the crossover in budget accounts has been completed and all forms must now use the new account numbers and sub codes. Jo Ann is working on a listing of old numbers and the corresponding new numbers for distribution to faculty members.

The fall semester submission of grades on-line went smoothly. Dr. Bennett was also pleased with the way Liberal Arts met the scheduling challenges for the spring semester. Academic Affairs is planning another faculty information workshop. The proposed topic is "Academic Freedom".

The Tri-State World Trade and World Affairs Council are affiliated with USI and would like to invite faculty to become involved. For information, contact Ed Jones. A workshop on copyrights, patent law and contract law will be held next Tuesday morning at 9:30 am and will be open to all faculty members. The university is re-evaluating their policy on royalties paid on textbooks authored by USI faculty members who are using the texts in their classes. Part-time faculty must now have official transcripts for the highest degree awarded in their personal files. Jo Ann will distribute a list of those who need to provide transcripts.

VIII. Around the Table

Dr. Glassman encouraged faculty nominations for the Berger Lecturer and Distinguished Professor awards. Liberal Arts will select members for the Honors committee and begin making their selections for student award recipients. Jo Ann will request lists of majors and their GPA's for each department chair.

Dr. Herring reported that the Orientation Seminar that was held for adjunct professors in Speech was well-received by those attending and promoted camaraderie within the department.

The search for a replacement for Marjorie Jones in Anthropology is in process. Dr. Priest reported they have received about 30 applications. Sociology also boasts a record number of students applying to graduate school.

Due to the large number of senior art students, there will be two senior art seminar shows in New Harmony this semester. The first exhibition opens Saturday, January 15, from 4 – 6 pm, and the second Saturday, January 29, from 4 – 6 pm. Ms. Kempf also reported that the new art gallery proposal will be presented to the Board of Trustees this week.

Submitted by Bobbie Christie