

**Approved Minutes
Liberal Arts Council
March 1, 2005**

Present: Dr. David Glassman, Professor Michael Aakhus, Dr. Joseph Palladino, Dr. Tamara Hunt, Dr. Michael Kearns, Dr. Stephen Zehr, Professor Joan Kempf, Dr. Paul Raymond, Dr. Dal Herring and Dr. Carol MacKay.

I. Minutes

The minutes for the meetings of 2/8/05 and 2/15/05 were approved with minor changes.

II. English Curriculum Proposals – Dr. Kearns

The English department proposed three new courses: ENG 355, *Modern Irish Literature*; ENG 381, *Medieval World Literature* and; ENG 425, *Milton, Prose and Poetry*. The table was opened for discussion and questions. All three course proposals were approved with some slight modifications.

III. LA Budget Request Update – Dr. Glassman

Dr. Glassman made a presentation to the council regarding budget requests. Handouts were distributed listing priorities as voted by the chairs. The dean reported that he had attended the budget presentation for the School of Business and Michael Aakhus and Jo Ann LaMar attended the presentation for the School of Science and Engineering. It was evident at these presentations that few new funds will be available for the next two years. The dean suggested that one-time expense requests are more likely to be approved than permanent requests. He said that Dr. Hoops praised the School of Business for having only two requests, one for a faculty position and one for equipment.

The dean then shared with the council a Power Point presentation he is working on for the March 18th meeting with Dr. Hoops. In this presentation, he identified the following four major objectives:

- I. Address current faculty staffing needs
 - No new programs requiring additional faculty will be initiated
 - Reduce the SCH/FTF ration in departments that are at critical levels
 - Strengthen departments currently having an inadequate number of faculty to achieve the basic mission of their program and the service expectations of the university
- II. Recruit and retain quality faculty
 - Competitive salaries
 - Appropriate office space for tenure-eligible
 - Adequate instructional resources
- III. Adequate lab equipment for LA student career training
- IV. Address staffing needs in administrative office

With these objectives in mind, Dr. Glassman presented his list of priorities for the School of Liberal Arts:

1. One-year temporary position in Sociology
2. Tenure-eligible assistant professor in Political Science
3. Three-year temporary contract for art instructor to replace Michael Aakhus
4. One-year temporary professor in Communications.
5. Convert adjunct room into four new offices for tenure-eligible faculty
6. New equipment for the psychology lab
7. New equipment for the graphic arts studio
8. Tenure-eligible assistant professor in History
9. Additional \$200 for permanent travel funding for full-time faculty to present at conferences
10. Tenure-eligible assistant professor for Psychology
11. A full-time administrative assistant position

The chairs were cautioned not to expect any new funding from any source. Dr. Zehr asked if any pending retirements would provide additional funds. Dr. Glassman said there were some, but the amount would not be significant.

Dr. Herring mentioned concern among some faculty that there were no open budget meetings this year for faculty to attend. Dr. Glassman is not opposed to having open budget hearings but the problem is meeting at a time when all department chairs can attend. He asked the chairs to remind their faculty members that the council meeting minutes are available on the web for anyone to review, and that all budget proposal information is included in those minutes.

III. Art, Music and Theatre Proposal – Joan Kempf

Joan Kempf distributed revised copies of the proposal to those present. A move to approve the proposal by Dr. Herring was seconded by Dr. Kearns. The table was again opened for discussion. Ms. Kempf thanked everyone who attended the tour of the art, music and theatre facilities last week. The question of who would chair the School of Performing Arts was raised. Dr. Glassman responded that if the proposal goes forward and has gone through the complete approval process for implementation in Fall 2005, an acting chair will likely be appointed for the first year. Dr. Zehr asked again what impact Chris Boyer's resignation will have on the proposal and if there are any budget connections between the proposed Department of Performing Arts and Theatre Management. Dr. Glassman reiterated that Theatre Management will not be a part of the Department of Performing Arts. The budget proposals for Theatre Management go through Liberal Arts, but they are not approved in Liberal Arts. After several minutes of discussion, Dr. Hunt called the question. Dr. Herring seconded the call. Dr. Zehr expressed his reluctance to approve a revised proposal that had only been presented at this meeting. The vote to approve the proposal was seven for, zero against and one abstention. The proposal will now go to the dean for review.

V. Honors Day

Plans are proceeding as scheduled.

VI. Green Book Schedule – Dr. Glassman

Chairs are to meet with their departments this month and thoroughly discuss the Green Book revision. The LA Council will discuss the revision in April, make modifications if necessary, and make a motion to approve the new version. Dr. Glassman will send an email to all faculty members asking them to plan to meet with their colleagues and be prepared to discuss the new version. The dean thanked the committee who worked so long and hard on the Green Book revision, especially Dr. Kearns and Dr. Zehr.

VII. Academic Affairs Update – Dr. Glassman

No meeting this week.

VIII. Around the table

Bobbie Christie – Honors Day program is ready for the printer.

Dr. Herring – Scripps is giving Communications a second paid internship. Communications also has a committee working on a performance assessment model for Communication Studies and a task force to determine promotion-tenure criteria.

Dr. Glassman – Liberal Arts Research Award proposals are due today.

Dr. Hunt – Jason Hardgrave presented at the Illinois Medieval Association Annual Conference at Southern Illinois University, speaking on “The Formation of Women’s Legal Identity in Trecento Venice”.

Submitted by Bobbie Christie