

Minutes
Liberal Arts Council
March 22, 2005

Present: Dr. David Glassman, Dean, Michael Aakhus, Dr. Joe Palladino, Dr. Tamara Hunt, Dr. Steven Zehr, Joan Kempf, Dr. Paul Raymond, Dr. Carol MacKay, Dr. Dal Herring, Dr. Tom Rivers for Dr. Kearns, Jo Ann La Mar

I Minutes:

There were not any minutes to approve from March 15.

II Registration during Orientation:

Dr. Glassman had received a letter from Carmen Stoen with questions about registration during orientation. Dr. Palladino's vision is for new students to receive group advising since most will be taking core courses, with help from Amigos. 6 groups with 8 students per group. The chairs will be available to answer question about transfer as well as non transfer students. If there is no advising fellow in the department of the transfer students major the chair may have to meet with them. The first floor lab will need to be scheduled for students to do their registration with help from an Amigo. Orientation dates are May 20 & 21, June 24 & 25, July 8 & 9. The Fellows will be there 5 of the 6 times and will stay the whole day. Summer classes will advise and register as normal. The faculty teaching that session will advise with the department chairs. Dr. Palladino will be the liaison with Carmen. Each department needs to prepare guidelines for their department for the Fellows. March 31st is the deadline to let Dr. Palladino know each department's recommendation from their department for Advising Fellows.

III Ten-Month Contracts

10-month contracts have nothing to do with teaching in summer. If a chairs want to teach during summer sessions, they certainly can.

IV Honors Day Recap

The day was a success and everything was well organized. The donors appreciated having their pictures taken with the honoree. Dr. Glassman felt it was quite long. He had some recommendations for next year, which will be suggested to the committee. He also felt the President and V. President should receive personal invitations and be introduced. It would also be nice to have the Presidential Scholars in a recognition area. Dr. MacKay thought the Dean should be given more information about each honoree, which would make it more personal.

V Liberal Arts Faculty Research Awards

The applicant copies will be sent to the chairs and the Council will vote on them next week.

VI Dr. Hunt was concerned that there was not any internal assistance with making arrangements and other assistance with developing study abroad. Associate Dean Aakhus told the council there were guidelines in place and if anyone needed assistance in planning a study abroad he would be glad to assist.

VII Academic Affairs Update

There was not an Academic Affairs meeting on Monday.

VIII Around the Table

Dr. Hunt: On Monday night, March 21, the History Club hosted a Career Night with guest speakers from the Indiana State Museum in Indianapolis, Willard Library, George Rodgers Clark National Historical Park, Lincoln Boyhood National Monument, and the Recruitment Coordinator of the National Park Service. Over 40 students were in attendance.

Dr. Herring: Dept. of Communications have its guidelines for Tenure and Retention written and ready for the greenbook.

Sociology has prepared two policies, including their Mission statement, and History has theirs ready and will vote on them at their next meeting.

Joan Kempf: Art department is planning the retirement dinner for John McNaughton. Dr. Zehr; Brad Ellsworth to speak today (March 22) on TOP Cop. There will be a luncheon and award.

Michael Aakhus: Thanked everyone for Honors.

Dr. Rivers for Dr. Kearns: Sigma Tau Delta induction ceremony will be next week. Memorial for Michael Waitman will be April 1st at noon with a short dedication of the bench and tree by the lake and a reception following on the LA patio.

Meeting was adjourned